



430 Hartsell Avenue
Lakeland, FL 33815

(863) 687-6911

<https://LakelandHousing.org>



BOARD OF COMMISSIONERS

David Samples, Chairman
Annie Gibson, Vice-Chairman
Michael Konen
Stacy Campbell- Domineck
Curtisha James
Charles Welch
Dewey Chancey

Commissioner Emeritus
Rev. Richard Richardson

REGULAR BOARD MEETING

September 15, 2025

Benjamin Stevenson, Executive Director

AGENDA
Regular Board Meeting of the
Board of Commissioners for
The Housing Authority of the City of Lakeland, Florida
Monday, September 15, 2025 at 6:00 p.m.
LHA Board Room

Pledge of Allegiance

Moment of Silence

Establish a Quorum

1. Approval of the Meeting Agenda

2. Approval of the Board Meeting Minutes for August 18, 2025

Commissioners present during the meeting were Samples, Konen, James, Chancey, Campbell-Domineck and Welch.

3. Old Business

4. New Business

- Employee of the Month
- Family Self-Sufficiency Graduate
- First Time Homebuyer Presentations
- Update on LHA Activities

5. Public Forum

6. Special Remarks

7. Committee Reports

- Sustainability Plan Review Committee

8. Secretary's Report

- Housing and Operations
- Administration and Finance

9. Legal Report

10. Resolutions

Resolution No #25-1561 - The Board of Commissioners is requested to authorize the Executive Director to execute and submit the 2026 Annual Agency Plan, 2026 Move To Work Amendment to Agency Plan, the 2026 Update Program's Annual Plan which includes the Capital Funds Plans and Budgets, Administrative Plan for the Housing Choice Voucher Program, the Annual Continued Occupancy Plan (ACOP) for the Public Housing Program, and other related documents to the U.S. Department of Housing and Urban Development.

Resolution No #25-1562 - The Board of Commissioners is requested to authorize the Executive Director to establish the Fiscal Year 2026 (2025-2026) Payment Standards for Section 8 Program Housing Choice Voucher Program participants, effective October 1, 2025.

Resolution No #25-1563 - The Board of Commissioners is requested to authorize the Executive Director to establish the Revised Public Housing and Housing Choice Voucher Program Utility Allowance schedules, effective October 1, 2025.

11. Other Business

12. Adjournment

MINUTES

**Regular Board Meeting of the
Board of Commissioners of the Housing Authority of the City of Lakeland
Monday, August 18, 2025
430 Hartsell Avenue, Lakeland, Florida.**

LHA Board Members Present: David Samples, Chairman
Dewey Chancey, Commissioner
Charles Welch, Commissioner
Michael Konen, Commissioner
Stacy Campbell-Domineck, Commissioner
Curtisha James, Commissioner

Secretary: Benjamin Stevenson
Legal Counsel: Riccardo Gilmore

The meeting was called to order at 6:00 p.m. by Chairman Samples.
The Pledge of Allegiance and a Moment of Silence were observed.
A quorum was established.

APPROVAL OF THE AGENDA

- Motion to approve the agenda.
- Motion by Commissioner Campbell-Domineck, seconded by Commissioner Chancey.

Vote:

David Samples – Aye	Michael Konen – Aye	Dewey Chancey – Aye
Stacy Campbell-Domineck – Aye	Charles Welch – Aye	Curtisha James – Aye

APPROVAL OF THE MINUTES

- Motion to approve and accept the minutes of the meeting of Board of Commissioners held on July 21, 2025

Motion by Commissioner Campbell-Domineck, seconded by Commissioner Chancey.

Vote:

David Samples – Aye

Stacy Campbell-Domineck – Aye

Michael Konen – Aye

Charles Welch – Aye

Dewey Chancey – Aye

Curtisha James – Aye

OLD BUSINESS

None.

NEW BUSINESS

Employee of the Month

Gina Gary is the July 2024 Employee of the Month. She was presented by her supervisor, Marcia Stanley. Ms. Gary is the Front Desk Receptionist and handles the tenants, guests and potential tenants that come into the central office seeking assistance on a daily basis.

Mr. Stevenson expressed appreciation for Ms. Gary's work ethics. She is valued worker that understands her job requires her to be on the frontline daily handling many different personalities and issues.

FSS GRADUATE

Ty Parker, FSS Coordinator, presented Milicent Whitehead, the most recent FSS graduate. She gave a summary of her achievements in the program over the past two years. Ms. Whitehead started her journey as a custodian for the Polk County School Board and worked diligently while earning her Associate of Arts and Bachelor of Education from Polk State College. She walked across the stage with her daughter who also earned her bachelor's degree, which was a very inspiring moment. Ms. Whitehead also was able to benefit from the Career Source Polk work incentive program that provided essentials for her education. She also attended tonight's meeting after a long day at work and financial budgeting classes held at LHA. She also has achieved a First Time Homebuyers' certificate through one of LHA's community partners. Ms. Whitehead is now pursuing a master's degree in social work.

Ms. Parker gave thanks and expressed congratulatory appreciation for Ms. Whitehead's accomplishments and spoke how they are a testament to other program participants and that her story will be an encouragement to lots of people.

Mr. Stevenson stated he would like to acknowledge the significant job that Carlos Pizarro and the Section-8 staff have done. They recently achieved a 100% score from HUD for their

operation of the Section 8 program. Commissioner Samples also gave accolades to the staff for the outstanding work that they are doing.

PUBLIC FORUM

Don Brown stated he is at the meeting to address some of the comments he has been receiving about the Housing Authority. He said previously he served as Chairman of the LHA Board of Commissioners and that he is speaking on integrity. He was concerned about the amount of security present at the meeting. He hopes that this process will never be used again. It has been alleged that people do not follow the procedures. Mr. Brown acknowledged LHA has made significant achievements, but he feels that we can do better.

Tareva Thomas, a former tenant of the Villas of Bonnet Apartments, voiced concerns about her lease not being renewed. Ms. Thomas indicated that a notice on her door that her lease would be terminated. She indicated that Housing Authority assisted her in attaining another dwelling place for her and her three children. Ms. Thomas alleges her having to move has caused her hardship because she cannot afford to pay the expenses where she now lives.

Janet Lockett claimed she is a former employee that worked for LHA from 2002 -2004. She alleged she experienced an accident while living in housing under the administration before Mr. Stevenson becoming the executive director. Ms. Lockett was not clear about her comments and concerns regarding the connection with the past accident.

Naquisha Coward indicated that she is taking a different approach with the hope that her voice will be heard. She stated that the community had standards and the standards meant something to those living in the community. She indicated that there were monthly resident meetings for residents to voice their concerns, and staff were concerned about the needs of the tenants.

Kim Pottinger is a member of Church for The One. She stated her concern in attending tonight's meeting stemmed from assisting a parishioner at her church. This parishioner was experiencing brokenness, and she was privileged to minister to her need in prayer. Ms. Pottinger indicated she came to the meeting tonight to see how she can assist with meeting the needs of the people that are being challenged with their housing needs.

Lashandra Elliott stated her name does not matter; her concern is the people. She indicated tonight she speaks on behalf of the displaced and overlooked individuals. Those whose name was skipped, overlooked and silence while others jumped the lines through favoritism and unfairness. Ms. Elliott expressed they are requesting documentation and not excuses on behalf of the people.

Harlem Turner stated they have been coming to the meeting he has requested specific things and have not received them. He stated that he received a letter from Mr. Stevenson stating his organization has been banned from doing any activities on the housing authority's property. He was informed that if he was found on the property staff had been instructed to call the

police. Mr. Turner also alleges that Mr. Stevenson worked for about one year without contract. He ended by saying he will not stop coming to the meetings.

Commissioner Samples reiterated Mr. Turner and everyone that spoke on the public forum will receive a written response addressing their concerns from the staff, where appropriate.

COMMITTEE REPORTS

Commissioner Domineck gave updates on the Sustainability Review Committee meeting held on August 14, 2025. They discussed programs and property updates. Commissioner Domineck stated the Mr. Stevenson gave updates on housing developments. Mr. Pizarro also gave updates regarding the properties. All the properties are continuing to do well. She stated a thorough Finance Report was also given by Samantha Ortiz and Mr. Pizarro.

SECRETARY REPORT

Staff continue to have good conversations with Region Bank about providing financing for the purchase of the Manor at West Bartow property. The lender has been informed of the deadline to close the loan at the end of the quarter. They are diligently working toward those stipulations. Mr. Stevenson mentioned he also met with TD Bank and is now waiting to hear the results of that meeting.

Mr. Stevenson indicated they are still waiting for the comments on the MDA with the Developer Partner for the 10th Street project. They hope to have a final document soon.

The contractor for the Colton Meadow project has been given the Notice to Proceed. The contractor is waiting for the family to sign the 15-year warranty agreement. The work will start on the LHA property first. The contractor has to get an agreement from the DiCesare family to get permission to start the work on their land.

Mr. Stevenson also had a good conversation with Florida Housing Finance Corporation regarding the pre-development loan for Twin Lakes III. The loan has received preliminary approval.

Carrington Place is going well. Mr. Stevenson attended a meeting at City Council this morning about the project. They approved the PUD. LHA is meeting monthly with the tenants to keep them informed about the property and relocation plans.

HOUSING AND OPERATIONS

Carlos Pizarro stated the Agency Plan is being mailed to each commissioner individually. All changes will be shown in the document in red font. The homeless grant program is being

terminated by the federal government. There are about 70 Section-8 vouchers that are currently in use for the homeless program.

Mr. Pizarro stated LHA continues to move forward for the public housing units at Twin Lakes Phases I and II, and Williamstown Cottages to be converted to RAD. The closing date for each property is tentatively scheduled for January or February 2026. There are approximately 200 families in the FSS Program for Public Housing and Section-8.

The YouthBuild program is going well. There are currently 30 participants enrolled in this class cycle. The program is very appreciative of Career Source Polk as a partner assisting the students. The students receive a stipend for program participation on a monthly basis. Mr. Pizarro stated staff meet weekly with DOL to discuss the program. Mr. Stevenson also expressed his gratitude to Career Source Polk for their partnership and incentives given to the students. Their support gift of over \$300,000 will allow LHA to purchase a new vehicle and computers to better serve the students.

The request to purchase the Colton Meadows and Villas of Lake Bonnet properties has been sent to the Owners and Limited Partners. The agency plans to purchase the properties by the end of the year or the first quarter of next year.

FINANCE AND ADMINISTRATION

Mr. Pizarro gave an overview of the Financial Report and grants updates.

LEGAL REPORT

Mr. Gilmore stated he has no legal updates. He acknowledged Commissioners Campbell-Domineck and Welch for attending the FAHRO conference in Orlando. They also attended his class.

OTHER BUSINESS

Mr. Stevenson reminded the Commissioners of the Career Source Polk annual breakfast meeting this coming Thursday at the RP Funding Center. The attire is all black business casual. The event starts at 8 a.m.

The meeting adjourned at 7:53 p.m.

Benjamin Stevenson, Secretary

PUBLIC COMMENT RESPONSE



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MAIN OFFICE

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www.LakelandHousing.org

TO: LHA Board of Commissioners

FROM: Benjamin Stevenson, Executive Director

RE: Response to Public Comment – Don Brown

DATE: September 9, 2025

This memorandum is written in response to the Public Comments received at the August 18, 2025, meeting of the LHA Board of Commissioners. Don Brown commended words to the effect of questioning the use of armed security at the meeting.

This security measure is in response to the climate in which we currently live. LHA is taking extra security measures to ensure the safety and wellbeing of the Board, staff and members of the public that attend the meetings.

A copy of this response will be sent to Mr. Turner at the address that LHA has on file.

BJS



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TO: LHA Board of Commissioners

FROM: Benjamin Stevenson, Executive Director

RE: Response to Public Comment – Coward and Turner

DATE: September 9, 2025

This memorandum is written in response to the Public Comments received at the August 18, 2025, meeting of the LHA Board of Commissioners. Naquaisha Coward and Harlem Turner made various comments questioning LHA policies and procedures.

Responses to Ms. Coward and Mr. Turner have been provided via previous public comment responses or separate emails. A copy of this response will be sent to both at the addresses that LHA have on file.

BJS

SECRETARY'S REPORT

◀ **September 2025**

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DEVELOPMENT UPDATES

Twin Lakes Estates Phases I and II

The ariel photo below shows Phases I and II as well as the tree coverage along Olive Street. Both phases consistently maintain a 99% occupancy rate.



Twin Lakes Estates Phase III

The Developer Partner received the Local Government Contribution designation from the City of Lakeland. The City of Lakeland City Council approved the award at their meeting on Monday, July 1, 2024. The designation is necessary in order to submit an application for 9% low-income housing tax credits. The Florida Housing Finance Corporation held another application process on December 18, 2024. The Developer Partner submitted an application for a 4% bond and Live Local funding for Phase III. Our application was originally in the second position outside of the funding pool, but the Developer Partner submitted challenges against some of the other applications in the funding pool. The challenges were successful, and our application was moved up into the funding pool. Unfortunately, one of the applications ahead of our application was also challenged successfully. Once that application was thrown out of the pool, the funding allocation was reduced. The result was there were not enough tax credits to fund our project. The next available option is to submit another application in the next

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round to tax credits. Our team will also have to re-apply to the City of Lakeland or Polk County for the Local Government Contribution award. The dates for both application cycles have not been determined at this time.

The Developer Partner asked LHA for permission to submit a predevelopment loan request to Florida Housing Finance Corporation. Staff presented a resolution to the Board for approval at the July meeting. The resolution gave permission to apply for a \$400,000 predevelopment loan and was approved. The loan will pay for predevelopment expenses such as architectural and engineering fees, surveys, permit applications and related items. Staff has received preliminary approval from FHFC.

LHA will make a contribution of public housing funds and Section 8 Project-Based Vouchers to support the financial structure of the deal. We are hopeful that the project will receive funding in the next tax credit application cycle.

West Lake Phase III Disposition and Demolition

All families were relocated off-site in 2023. The demolition of buildings in Phase III has been completed. The contractor has also completed the process of removing the utility poles and grading the site. The Developer now has a buildable site to use when they are ready to start construction of the new housing units.

Renaissance at Washington Ridge

LHA staff continues to explore funding opportunities for the redevelopment of this property. Staff are exploring using the Rental Assistance Demonstration (RAD) process in combination with a 4% bond, and Public Housing Capital Fund to finance demolition and new construction at this site. HUD made some revisions to the RAD application process that provides extra incentives for projects that combine RAD and 4% bonds.

Staff and the Development Consultant are hopeful of submitting an application for low-income housing tax credits via a 4% bond and SAIL (State Apartment Incentive Loan) Program funds some time in 2025. We are waiting on Florida Housing Finance Corporation to announce the 2025 calendar for the next rounds of tax credit applications. The consultant will continue to assist LHA with the RAD application process as well as the tax credit application review/appeal process.

Carrington Place Apartments, formerly known as Dakota Park Apartments

LHA staff continues to explore funding opportunities for the redevelopment of this property. Staff are exploring using the RAD process in combination with a 4% bond, and Public Housing Capital Fund to finance demolition and new construction at this site. HUD made some revisions to the RAD application process that provides extra incentives for projects that combine RAD and 4% bonds.

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The new strategy is to submit an application for low-income housing tax credits via a 4% bond. The 4% bond will be combined with a RAD application that will provide project-based vouchers for the property. A consultant has been engaged to assist with the RAD application process as well as the tax credit application. Staff will need to work with the City of Lakeland on a zoning change prior to submitting a tax credit application. The zoning change will increase the number of housing units that are allowed to be built at this location. The current estimate is for approximately one hundred (100) affordable housing units to replace the existing forty housing units.

Staff has had two (2) meetings with the neighborhood leaders and the Paul A. Diggs Neighborhood Association. The City of Lakeland approval process requires public meetings with the neighborhood association for the neighborhood in which the proposed project is located. If all continues to go well, we will be submitting the application later this year.

Staff have started having community meetings with the residents of the property. We are discussing the demolition application, relocation, and other related items.

Manor at West Bartow

At their meeting on February 3, 2025, the Board of Directors of Lakeland-Polk Housing Corporation passed a resolution authorizing LHA to apply for the financing necessary to buy out the Limited Partners' interests and satisfy debt obligations associated with the purchase of the Manor at West Bartow property. The tax credits have expired at the property and the Limited Partners wants to exit the partnership.

Previously, after reviewing the information shared by LHA, the Limited Partners decided to utilize their option to obtain a second appraisal. As anticipated, the new appraisal was higher than the first appraisal completed by LHA. Staff had a Zoom meeting with the Limited Partners on Monday, April 7, 2025. We have reached an agreement in principle regarding the appraised value of the property and buy-out payment to be paid to the investor. The next step is to obtain the loan financing to cover the cost of the transaction. LHA has reached out to TD Bank and Regions Bank to start the loan process. Both lenders are reviewing the loan request. Regions Bank requested an extension to mid-September 2025. LHA and the Limited Partner agreed to the extension.

Regions Bank has given approval of the loan request. We are now in the process of preparing the closing documents. The goal is to close by the end of this month.

Eddie Woodard Apartments

LHA staff has submitted a request to HUD for approval to use approximately \$2-2.3 million of the Arbor Manor sales proceeds to join a partnership with a Private Developer, Housing Trust Group, to manage a new construction affordable housing development in Mulberry. This is a 96-unit 100% affordable housing development. The Developer asked for LHA's assistance with the financial issues. The

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developer has also requested thirty-one (31) project-based vouchers for the property. In exchange, LHA will manage the property and have the right of first refusal at the end of the tax credit compliance period. HUD must approve the request for use of funds and PBVs associated with this project.



One of the conditions for HUD approval of the project is a completed Phase I Environmental Review that must be approved by a local governmental entity. Polk County staff provided review and approval of the environment review documents on November 28, 2022. The documents were submitted to the HUD-Jacksonville Field Office for review on December 14, 2022.

The property is now 100% occupied. All applicants were approved by an outside third party on behalf of the Developer Partner, Housing Trust Group.

Highlands County

Section 202 Elderly Grant Application

LHA partnered with Alexander Goshen LLC to submit an application for Section 202 elderly grant funds on July 18, 2024. We received a request from HUD in November 2024 to provide some additional information during the curable period of the application process. Staff see the request for additional information as an extremely positive sign for our application. If successful, the funds will be used to help finance a senior development in Sebring.

The Highlands County Board of Commissioners withdrew the offer of providing land for the construction of the elderly housing. They are moving away from the support of affordable housing in Highlands County. Staff are hopeful of learning the status of the HUD grant application sometime during the first quarter of this year. If the application is successful, staff will identify another site in Polk County on which to use the grant funds.

Wille Downs Apartments

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September 2025

The Owner has received the final Certificates of Occupancy (TCOs) for all buildings at the Willie Downs property and families were allowed to start the move in process for the approved housing units on November 7, 2024. The property is now 100% occupied.

10th Street Apartments

LHA staff issued a Request for Qualifications to find a new developer partner for this project in April of this year. A new developer partner, Paces Preservation Partners, LLC, was selected by the Review Panel after final interviews with the respondents. LHA Legal Counsel, Saxon Gilmore, is drafting the Master Developer Agreement (MDA) to formalize the partnership. The staff's goal is to present the MDA to the Board for approval after we have agreed to terms and conditions of the MDA.

Move To Work

Staff continue to work on the Move To Work process with HUD. LHA will be converting to Module #2 which will help tenants to build and repair credit. Tenants that pay rent timely will receive a credit rating that is included with standard reports and help to improve their credit rating. They will also be allowed to participate in HUD Family Self-Sufficiency programs. Staff participate in training sessions with HUD staff on a minimum monthly basis.

Move to Work is a demonstration program for public housing authorities (PHAs) that provides them with the opportunity to design and test innovative, locally designed strategies that use federal funds more efficiently, help residents find employment and become self-sufficient, and increase housing choices for low-income families. Move to Work allows PHAs exemptions from many existing public housing and voucher rules and provides funding flexibility with how they use their federal funds.

Activities that LHA is proposing for its tenants include the following:

❖ Cost Savings

- Using Move to Work flexibility to leverage funds for future developments
- Streamlining HUD processes
- Risk-based inspections
- Rent simplification

❖ Self-Sufficiency

- Linking rental assistance with supportive services
- Escrow accounts
- Earned income exclusions
- Increased case management services
- Self-sufficiency requirements

❖ Housing Choices

- Developing mixed income and tax credit properties
- Landlord incentives
- Foreclosure prevention, mortgage assistance and homeownership programs
- Increasing the percentage of project-based vouchers
- Continue public-private partnerships that provide opportunities for the development

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September 2025

of additional affordable housing rental units

LHA staff are hopeful the Move To Work initiative will improve affordable housing opportunities for citizens of Lakeland and Polk County. We intend to continue to provide self-sufficiency programs and training for our families. These efforts include parenting training and counseling, credit repair and building, after school tutorial programs, SAT and ACT training programs, housekeeping and other programs that improve the overall quality of life for LHA tenants.

Family Self-Sufficiency

LHA received official notification of the 2025 Family Self-Sufficiency (FSS) grant from the U.S. Department of Housing and Urban Development (HUD). The notification was sent via email. I logged into the HUD online system to accept the award. Notification and acceptance of the grant had been delayed due to technical issues in the HUD system. A copy of the acceptance of the grant is included in this month's Board Packet under "Other Business."

The objective of the FSS program is to assist families in obtaining employment that will allow them to become self-sufficient, reducing the dependency of low-income families on welfare assistance, voucher program assistance, public assistance or any federal, state, or local rental programs.

To meet our objective the LHA will continue to network with existing community services, social service providers, colleges, financial institutions, transportation providers, vocational/technical schools, businesses, and other local partners to develop a comprehensive program that gives participating FSS families the skills and experience to enable them to sustain gainful employment and education.

The FSS Program is a purpose and employment driven program with a savings incentive program for low-income families that have Housing Choice Section Vouchers, to include all special purpose vouchers, such as Public Housing residents. The FSS Program is intended to promote the development of local strategies for coordinating House Choice Vouchers with public and private resources to assist eligible families; the program is open to current families participating in the FSS Program - Housing Choice Voucher and Public Housing tenants who are unemployed or underemployed.

Some of the program services offered by LHA under the Section 8 FSS Program are listed below in the following paragraphs. LHA also plans to submit some of these services to NAHRO, SERC and FAHRO for award consideration. The submissions will be placed under the NAHRO Category - Client and Resident Services.

Section 8 Housing Choice Voucher Homeownership Program provides an opportunity for persons holding a tenant voucher to move into homeownership. The voucher holder is able to use their Section 8 voucher to pay a portion of their home mortgage. Since November 2023, LHA has assisted three voucher holders to become first time homebuyers. Our in-house broker works with the participants to correct their credit, learn the process of securing a mortgage lender, set up a household budget and other skills necessary to become a homeowner.

Renaissance Medical Clinic in partnership with UniHealth Primary Care provides medical services for senior citizens. The clinic is located within the Senior Building at Renaissance, but services are available for the seniors

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September 2025

at other LHA properties. Seniors that live at Williamstown, Cecil Gober or Twin Lakes Estates are bused to the site. The clinic has a nurse that makes appointments, checks vital signs/blood pressure, provides wound care and other services. A doctor visits the clinic at least once a week for appointments as well as providing video conferences with seniors. LHA provides a bus service for appointments and medical visits. The seniors need only to coordinate their visits with the bus driver.

The HUD-VASH Program offers an opportunity for public housing authorities to partner with their local Veterans Administration Office to provide Section 8 vouchers for U.S. military veterans to find affordable rental housing. There are seventy-five participants in this program. LHA provides administrative services for the vouchers.

Tutoring Solutions, LLC, in partnership with LHA, is providing after-school tutoring and standardized test preparation for low-income students. Any student residing on an LHA property, or in its surrounding neighborhood may stop by for services. The current properties are Twin Lakes Estates Phase II, Colton Meadows, and the Villas of Lake Bonnet.

LHA-IRS Volunteer Income Tax Assistance (VITA) Program is a partnership between LHA and the IRS to assist low-income persons with filing their tax returns for the 2022 Tax Year. LHA staff received training and certification from IRS in order to assist underserved taxpayers with preparation of their tax returns free of charge. Specifically, the program services help low- to moderate-income individuals, persons with disabilities, elderly and limited English speakers file their tax returns. IRS has asked LHA to extend this service through October 2023.

First Time Homebuyer Activities

LHA also has a third homebuyer purchase her first home last month. We expect a fourth homebuyer to close on her new home sometime within the next two weeks.

Community and Other Activities

The new website for the agency is up and running. Commissioners may review the website by visiting www.lakelandhousing.org. The website shows the new layout for LHA and includes links to properties, Section 8, Youth-Build, and other agency functions.

I served as a panelist at the Annual Conference for the Florida Housing Coalition. The panelists discussed affordable rental and public housing, pending federal legislation, and I spoke on first time homebuyer programs. The conference was held August 25-27, 2025.

I attended a Black-Tie Gala at Greater Fath Christian Church. LHA purchased a table to support Rev. William Boss.

Respectfully submitted,

Benjamin Stevenson

Secretary

AFFORDABLE HOUSING REPORT

◀ **Housing Report**

◀ **FSS and Resident Activities**

◀ **Youth Build Report**

Affordable Housing Department

Board Report

September 2025

- **Public Housing (PH), Housing Choice Voucher (HCV), Family Self-Sufficiency (FSS), Resident Activities and West Lake Management Communities Reports**
 - Housing Communities
 1. West Lake (Under demolition)
 2. Cecil Gober
 3. John Wright Homes
 4. Carrington Place (Formerly known as Dakota Apartments)
 5. Renaissance/Washington Ridge
 6. Villas at Lake Bonnet
 7. Colton Meadow
 8. The Manor at West Bartow
 9. The Micro-Cottages at Williamstown
 10. Twin Lakes Estates Senior PHASE I and II
 11. Eddie Woodard (Under leasing)
 - Housing Choice Voucher Program
 1. Intake & Occupancy Report
 2. Housing Choice Voucher report
 - ROSS and Family Self-Sufficiency Programs Plus Resident Activities (4 Coordinators)
 - Total number of visitors for the month of August 2025: **804**

News

We are seeking approval from the Board of Commissioners to approve the following resolutions:

- 25-1561, 2026 Agency Plan and Policies
- 25-1562, 2025/2026 Housing Choice Voucher Program Payment Standards (Rents)
- 25-1563, 2025/2026 Utility Allowances

Senate Committee Unanimously Votes for Housing Bill

August 1, 2025 — On Tuesday, July 29, the Senate Banking, Housing, and Urban Affairs Committee advanced bipartisan legislation focused on housing supply and costs titled “Renewing Opportunity in the American Dream (ROAD) to Housing Act” on Tuesday. This is the first housing bill advanced by the Committee in over a decade. The bill proposes a new Moving to Work cohort, modeled after the expansion, that would be called the “Economic Opportunity and Pathways to Independence Cohort.” The cohort would be open to no more than 25 agencies and would be limited to waivers included within the Operations Notice for the Expansion of Moving to Work Demonstration Program. The language would prohibit HUD from providing any waivers related to stepped rents, minimum rents, fixed rents/subsidies, imputer income, short-term assistance, time-limited assistance, increasing the PBV program cap, limiting portability, and work requirements.

The bill would also lift the unit and sunset date for the Rental Assistance Demonstration and make changes to the Opportunity Zone program by allowing HUD to prioritize applications for competitive grants related to housing development or preservation based in Opportunity Zones. The bill would also allow HUD to implement a multi-year demonstration project that would test and evaluate an opt-out approach to the Family Self Sufficiency (FSS) program.

The bill also aims to eliminate red tape for new housing construction, incentivize communities to build more housing, make changes to Continuum of Care administration, authorize CDBG-DR, modernize the HOME

Investment Partnerships Program, simplify the National Environmental Protection Act review for housing-related activities, among other things.

The bill includes the Choice in Affordable Housing Act while allows units financed through LIHTC, the HOME Program, and the Department of Agriculture Rural Housing Service to automatically meet HCV inspections requirements if they passed an inspection within the past year. The bill would also allow new landlords to request advance inspections to expand housing options and increase landlord participation in the voucher program.

Current Participants Report
As of August 31, 2025

Program type : **All Relevant Programs**
Level of Information: **Polk County vs State FL**
Effective Dates Included : **April 1, 2024 through August 31, 2025**

Race/Ethnicity

Distribution by Head of Household's Race as a % of 50058 Receiving Housing Assistance!

State vs County	White Only	Black/African American Only	Asian Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination	
FL State	41%	58%	0%	0%	0%	0%	1%	
FL: Polk County	27%	72%	0%	0%	1%	0%	0%	

Distribution by Head of Household's Ethnicity as a % of 50058

State vs County	Hispanic or Latino	Non - Hispanic or Latino
FL State	29%	71%
FL: Polk County	21%	79%

New Admissions Report
As of August 31, 2025

Program type : **All Relevant Programs**
Level of Information : **County within State FL**
Effective Dates Included : **May 1, 2024 through August 31, 2025**

Race/Ethnicity

Distribution of New Admissions by Head of Household's Race (%)

County	White Only	Black/African American Only	American Indian/Alaska Native Only	Asian Only	Native Hawaiiin/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Other
FL State	48	51	0	0	0	0	1	0	0
Polk County	28	69	0	0	0	0	3	0	0

Distribution of New Admissions by Head of Household's Ethnicity (%)

County	Hispanic or Latino	Non-Hispanic or Latino
FL State	27	73
Polk County	26	74

Public Housing PIC Reporting Percentage

All Housing Authorities are required to submit information to HUD through the PIH Information Center (PIC). All transactions processed on the Public Housing Program are submitted on a monthly basis to PIC. HUD requires a monthly reporting rate of 95%. Below is our current reporting rate for the Public Housing program:

Effective Date	Public Housing	Date Collected
8/31/2025	98%	9/08/2025

Housing Choice Voucher Program

Waiting Lists

Tenant-Based Waitlist

The tenant-based waiting list is currently closed. Waiting list was opened for the Mainstream voucher program only.

Project-Based Waitlist – The Manor at West Bartow

The Manor at West Bartow waiting list is continuously open.

Project-Based Waitlist – Villas at Lake Bonnet

The Villas at Lake Bonnet waiting list is continuously open.

Program Information

Port Outs

LHA currently processed 1 port-out for the current reporting month. Port outs are clients that use their voucher in another jurisdiction.

Port Ins

LHA currently has 4 active port-ins for the current reporting month. Port-ins are participants that transferred from another housing agency that we are absorbing for HAP and administrative fees.

Homeownership HCV

We have three (3) active families.

Lease-up & Movers

For the current reporting month, Lakeland Housing Authority issued 21 vouchers to movers. We received 31 requests for Tenancy Approvals during the month. We processed 25 initial move-in and 4 port-ins, and 0 port-outs were sent to another jurisdiction. 3 HCV Homeownership.

Active Clients

LHA is servicing 1,475 families on the Housing Choice Voucher program.

80- HCV(housing choice voucher- 904 83- PBV (Project Base Voucher -187	81-Mainstream-71 82-Vash-97	84-Tenant Protection-81 85-Foster Youth -20	86-EHV-52 87- Employees-1	88- Episcopal Catholic Apartments-62
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EOP – End of Participation

LHA processed 6 EOP's with a date effective the month. Below are the reasons for leaving the program:

Reason	Count
• Termination – Criminal	0
• Termination – Unreported income and/or family composition	0
• Left w/out notice	0

• No longer need S/8 Assistance and/or transfer to another program	0
• Deceased	0
• Landlord Eviction	0
• Lease and/or Program Violations non-curable	0
Total	0

PIC Reporting Percentage

All Housing Authorities are required to submit information to HUD through the PIH Information Center (PIC). All transactions processed on the Housing Choice Voucher Program are submitted on a monthly basis to PIC. HUD requires a monthly reporting rate of 95%. Below is our current reporting rate for the Housing Choice Voucher program:

Effective Date	HCV	Date Collected
8/31/2025	101%	9/08/2025

General information and activities for the month

- The Housing Choice Voucher Department processed 107 annual certifications and 48 interim certifications.
- The Inspections Unit conducted a total of 88 inspections.
- A total of 3 hearings were conducted.



Reports from the Communities

1. Cecil Gober
2. John Wright Homes
3. Carrington Place (Formerly known as Dakota Apartments)
4. Renaissance/Washington Ridge
5. Villas at Lake Bonnet
6. Colton Meadow
7. The Manor at West Bartow
8. Twin Lakes Estates Senior Phase I
9. The Micro-Cottages at Williamstown
10. Eddie Woodard Apartments
11. Willie Downs Apartments- Sebring

Item	Cecil Gober	John Wright	Carrington Place	Renaissance	Villas Lake Bonnet	Colton Meadow	Manor at West Bartow	Twin Lakes Estates I and II	Eddie Woodard	Willie Downs: Sebring	Williamstown
Occupancy	100%	100%	96%	98%	98%	100%	98%	98%	99%	100%	100%
Down units due to modernization/Insurance	4 offline fire units		7 Structural								
Vacant units	0	0	0	2	1	0	2	4	1	0	0
Unit inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	N/A	Yes	Yes
Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%	N/A	Yes	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No	No	No
Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	N/A	Yes	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Gladys Delgado	Gladys Delgado	Gladys Delgado	Patricia Blue	Angela Johnson	Pamela Branagan	Patricia Blue	Gladys Delgado

Family Self-Sufficiency FSS Program Statistics

<u>Programs</u>	<u>Mandatory</u>	<u>Enrolled Families</u>	<u>Participants with Escrow</u>	<u>% With Escrow</u>
<u>FSS Section 8 (HCV)</u>	<u>25</u>	<u>181</u>	<u>39</u>	<u>22%</u>
<u>FSS Public Housing</u>	<u>25</u>	<u>23</u>	<u>15</u>	<u>60%</u>

Escrow Balances

<u>Programs</u>	<u>Escrow Balances</u>	<u>Enrolled Families</u>	<u>Participants with Escrow</u>	<u>% With Escrow</u>
<u>FSS Section 8 (HCV)</u>	<u>\$238,585</u>	<u>172</u>	<u>39</u>	<u>22%</u>
<u>FSS Public Housing</u>	<u>\$80,960</u>	<u>25</u>	<u>15</u>	<u>60%</u>

Recruiting

- 100 Prospective people are on the FSS Waiting List

FSS PROGRAM SERVICES AND ACTIVITIES:

- Housing Choice Voucher Program (Section 8)
- FSS Recruitment and Assessment
- Life Awareness Workshops – PCC Members and Community Providers/ Partners
- Credit Counseling Series – Tenants/ Residents -- Escrow Accruals

FSS participants 50058 data to Public and Indian Housing (PIC) are submitted in a timely manner, while ensuring that the information in PIC is current and up to date.

Graduation Preparation

FSS Participants that have requested to graduate (PH/HCV) files will be comprehensively reviewed to assess escrow accruals, completion status of ITSP goals, as indicated on their Contract of Participations and/or request an extension under the FSS New Final Rule will be considered. This is a timely process to conduct a thorough review of each file and to determine if CoP ITSP Goals have been reached for graduate consideration, or to grant extension under the FSS New Rule.

FSS participants – Millicent Whitehead and Nancy Rosa have requested to graduate, and the file is currently under review for COP completion to graduate at next month's board meeting. The Escrow Account Credit Worksheets will be reviewed by Finance before disbursements are granted.

FSS Assessments of Individual Training and Service Plans (ITSP) for Contract of Participation

This will be a continuous work in progress, which will entail conducting individual assessments of each FSS Program participant, in terms of their ITSP and to advise them of their eligibility to receive and extension, and/or to convert their FSS participation to the new FSS New Rule as well as to assess their need for employability skills training, life skills (Self Care), childcare, healthcare, technical/vocational training, educational assistance, credit counseling, homeownership, and other associated services. These program services will be coordinated with ITSPs (Individual Training and Services Plan) goals.

ENROLLED - Public Housing and Section 8:

Public Housing residents and Section 8 tenants will be notified for graduation and/or to extend their Contract of Participation, who has reached the end of their contract(s). Continuously, the remain a work in progress and very time-consuming for the process of identifying Section 8 and Public Housing people, who wish to graduate and/or to request an extension to their Contract of Participation under the new HUD - FSS Finale Rule.

- Public Housing – Residents will be notified for graduation and/or to extend that FSS Contraction of Participation

COMMUNITY NETWORKING

Agency Connection Network Meeting every Wednesday via Zoom Monthly Meeting. This partner meeting will be held on the first - 1st Wednesday of every month. The LHA will join the Homeless Coalition of Polk County monthly meeting every third - 3rd Wednesday. With the networking opportunity as mentioned, the LHA – FSS will coordinate our monthly meeting with community partner to develop the FSS Program Coordinating Committee (PCC). FSS Coordinator attends the monthly Women Resource Center community meeting providers and leaders.

- Impoverished Minds – Jason Glanton – Youth Mentoring and Family Counseling

- Polk County Career Source – Career Development
- Agency Connection Network – Community Network
- Wade Watson – Independent Insurance Broker and Aurelia McGruder – Life Planning
- Mental Services – Family Counseling
- Regions Bank – Homebuyers Education
- Central Hands of Florida – Homebuyers Education
- Dr Sallie – The Well – Community Workshops
- Women Resource Center – Sophia Harris
- Mid Florida Financial Services
- Polk County United Way – Community Wellness Program
- Polk County Healthy Families

FSS PROGRAM COORDINATING COMMITTEE

The Program Coordinating Committee (PCC) meeting has been canceled until further notice due to the coordination of the New FSS Final Rule. However, outreach and recruitment are forthcoming to redevelop the Program Coordinating Committee. The new LHA FSS communication pattern will be developed for a hybrid/virtual meeting committee. An update of the community partners will be forthcoming.

UPCOMING SERVICES AND ACTIVITIES

- The Credit Repair and Life Skills Workshop Series has been cancelled due to the instructor no longer being available.
- Program Coordinating Committee
- Credit Counseling Workshops – Consumer Financial Protection Bureau Toolkit
- Life Planning Workshops
- Women Empowerment Support Group
- Childcare Services

Portability Processing:

Applications received and being reviewed, the next briefing will be scheduled through Microsoft Teams call. Briefings will take place twice a month. One mid-month and one at the end of the month.

Respectfully,

Carlos R. Pizarro An

Carlos R. Pizarro An, Senior Vice-President



ADMINISTRATION REPORT

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**



Monthly Statement of Operations Narrative Summary Report

RE: For the current month and Year to Date ending August 31, 2025

Summary Report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC): COCC has a Net Operating Income (NOI) of *\$100,255 year-to-date*.
2. Section 8 Housing Choice Voucher (HCV) Program: The HCV Program has a NOI of *\$231,582 year-to-date*.
3. Public Housing (AMP 1 - John Wright Homes and Cecil Gober Villas): NOI is *\$14,278 year-to-date*.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place (AMP 2): NOI is *\$29,923 year-to-date*.
5. Renaissance at Washington Ridge LTD., LLLP (AMP 3): NOI is *\$263,108 year-to-date*.
6. Colton Meadow, LLLP: The NOI for Colton Meadow is *\$78,686 year-to-date*.
7. Bonnet Shores, LLLP: Villas at Lake Bonnet have a NOI of *\$2,799 year-to-date*.
8. West Bartow Partnership, LTD, LLLP: The property has a NOI of *\$130,328 year-to-date*.
9. YouthBuild: YouthBuild has a NOI of *\$139,558 year-to-date*.
10. Williamstown, LLLP (AMP 5): The property has a NOI of *\$126,203 year-to-date*.
11. West Lake 1, LTD (AMP 6): The property has an NOI of *\$78,532, for the year-to-date*.

The table below summarizes LHA's current financial position for its 11 most active properties.

Conclusion: Eleven (11) of the eleven (11) properties reported positive Net Operating Income (NOI) performance year-to-date.



**Central Cost Office
Budget Comparison**

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3120-00-000	Other Tenant Income									
3120-06-100	Section 8 Processing Fees (Accounting)	1,000.00	1,000.00	0.00	0.00	8,000.00	8,000.00	0.00	0.00	12,000.00
3129-00-000	Total Other Tenant Income	1,000.00	1,000.00	0.00	0.00	8,000.00	8,000.00	0.00	0.00	12,000.00
3199-00-000	TOTAL TENANT INCOME	1,000.00	1,000.00	0.00	0.00	8,000.00	8,000.00	0.00	0.00	12,000.00
3600-00-000	OTHER INCOME									
3610-01-000	Interest Income - Unrestricted	11.98	0.00	11.98	N/A	77.58	0.00	77.58	N/A	0.00
3620-00-000	Mgmt Fee Income (generic)	7,772.05	7,441.37	330.68	4.44	60,853.68	59,530.96	1,322.72	2.22	89,296.44
3620-00-600	Mgmt Fee Income - HCV	17,016.00	20,000.00	-2,984.00	-14.92	136,224.00	160,000.00	-23,776.00	-14.86	240,000.00
3620-00-700	Mgmt Fee Income - PH	4,221.27	4,236.81	-15.54	-0.37	33,770.16	33,894.48	-124.32	-0.37	50,841.72
3620-01-000	Bookkeeping Fee Income	11,017.50	14,427.50	-3,410.00	-23.64	88,200.00	115,420.00	-27,220.00	-23.58	173,130.00
3620-02-000	Asset Management Fee Income	510.00	570.00	-60.00	-10.53	4,080.00	4,560.00	-480.00	-10.53	6,840.00
3620-03-000	Administrative Fees - ROSS	483.34	483.34	0.00	0.00	3,383.38	3,866.72	-483.34	-12.50	5,800.08
3660-01-000	West Lake Mgmt. Income Fees	14,000.00	0.00	14,000.00	N/A	112,000.00	0.00	112,000.00	N/A	0.00
3690-00-000	Other Income	10,896.95	7,000.00	3,896.95	55.67	72,772.64	56,000.00	16,772.64	29.95	84,000.00
3690-01-000	Grants Salary Cont.(YB-Director)	825.67	825.67	0.00	0.00	6,605.36	6,605.36	0.00	0.00	9,908.04
3691-09-001	Operations & Other Income	19,430.13	19,000.00	430.13	2.26	242,134.20	152,000.00	90,134.20	59.30	228,000.00
3699-00-000	TOTAL OTHER INCOME	86,184.89	73,984.69	12,200.20	16.49	760,101.00	591,877.52	168,223.48	28.42	887,816.28
3999-00-000	TOTAL INCOME	87,184.89	74,984.69	12,200.20	16.27	768,101.00	599,877.52	168,223.48	28.04	899,816.28
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	84,316.67	60,064.52	-24,252.15	-40.38	437,059.57	384,580.91	-52,478.66	-13.65	567,277.84
4110-00-001	401K-401A Admin	4,149.17	2,402.58	-1,746.59	-72.70	13,886.07	15,383.24	1,497.17	9.73	22,691.12
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	6,420.82	4,805.16	-1,615.66	-33.62	33,700.05	30,766.48	-2,933.57	-9.54	45,382.24
4110-00-004	Workers Comp Admin	2,000.35	2,402.58	402.23	16.74	11,536.78	15,383.24	3,846.46	25.00	22,691.12
4110-00-005	Other Payroll Benefits - Admin	-310.00	0.00	310.00	N/A	-310.00	0.00	310.00	N/A	0.00
4110-00-006	Legal Shield - Administrative	0.00	258.35	258.35	100.00	1,561.10	2,001.80	440.70	22.02	2,996.20
4110-00-007	Payroll Prep Fees	856.30	600.65	-255.65	-42.56	5,122.85	3,845.80	-1,277.05	-33.21	5,672.76
4110-07-000	Health/Life Insurance	5,326.24	6,811.70	1,485.46	21.81	43,297.78	54,493.60	11,195.82	20.55	81,740.40
4110-99-000	Total Administrative Salaries	102,759.55	77,345.54	-25,414.01	-32.86	545,854.20	506,455.07	-39,399.13	-7.78	748,451.68
4130-00-000	Legal Expense									
4130-02-000	Criminal Background / Credit Checks/L	0.00	75.00	75.00	100.00	58.00	600.00	542.00	90.33	900.00
4130-04-000	General Legal Expense	0.00	1,100.00	1,100.00	100.00	2,051.50	8,800.00	6,748.50	76.69	13,200.00
4130-99-000	Total Legal Expense	0.00	1,175.00	1,175.00	100.00	2,109.50	9,400.00	7,290.50	77.56	14,100.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	644.40	2,500.00	1,855.60	74.22	23,187.37	20,000.00	-3,187.37	-15.94	30,000.00
4140-00-100	Travel/Mileage	0.00	90.00	90.00	100.00	69.33	720.00	650.67	90.37	1,080.00
4182-00-000	Consultants	2,071.13	100.00	-1,971.13	-1,971.13	4,021.13	800.00	-3,221.13	-402.64	1,200.00
4189-00-000	Total Other Admin Expenses	2,715.53	2,690.00	-25.53	-0.95	27,277.83	21,520.00	-5,757.83	-26.76	32,280.00
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	0.00	750.00	750.00	100.00	6,273.95	6,000.00	-273.95	-4.57	9,000.00
4190-03-000	Advertising Publications	0.00	90.00	90.00	100.00	0.00	720.00	720.00	100.00	1,080.00
4190-04-000	Stationery & Office Supplies	0.00	800.00	800.00	100.00	1,132.56	6,400.00	5,267.44	82.30	9,600.00
4190-06-000	Computer Equipment	0.00	200.00	200.00	100.00	3,494.13	1,600.00	-1,894.13	-118.38	2,400.00
4190-07-000	Telephone	0.00	1,300.00	1,300.00	100.00	10,634.00	10,400.00	-234.00	-2.25	15,600.00

**Central Cost Office
Budget Comparison**

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-08-000	Postage	121.62	160.00	38.38	23.99	1,191.86	1,280.00	88.14	6.89	1,920.00
4190-08-100	Express Mail/FED EX/DHL	44.01	0.00	-44.01	N/A	44.01	0.00	-44.01	N/A	0.00
4190-09-000	Computer Software License Fees/Exp	0.00	160.00	160.00	100.00	3,493.77	1,280.00	-2,213.77	-172.95	1,920.00
4190-10-000	Copiers - Lease & Service	33.26	650.00	616.74	94.88	2,850.21	5,200.00	2,349.79	45.19	7,800.00
4190-13-000	Internet	758.82	850.00	91.18	10.73	7,027.18	6,800.00	-227.18	-3.34	10,200.00
4190-19-000	IT Contract Fees	165.19	200.00	34.81	17.40	1,203.12	1,600.00	396.88	24.80	2,400.00
4190-22-000	Other Misc Admin Expenses	313.90	1,500.00	1,186.10	79.07	31,140.87	12,000.00	-19,140.87	-159.51	18,000.00
4190-30-000	Equipment Service Contracts	0.00	0.00	0.00	N/A	488.51	0.00	-488.51	N/A	0.00
4191-00-000	Total Miscellaneous Admin Expenses	1,436.80	6,660.00	5,223.20	78.43	68,974.17	53,280.00	-15,694.17	-29.46	79,920.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	106,911.88	87,870.54	-19,041.34	-21.67	644,215.70	590,655.07	-53,560.63	-9.07	874,751.68
4300-00-000	UTILITIES									
4340-00-000	Garbage/Trash Removal	409.27	409.27	0.00	0.00	3,274.16	3,274.16	0.00	0.00	4,911.24
4399-00-000	TOTAL UTILITY EXPENSES	409.27	409.27	0.00	0.00	3,274.16	3,274.16	0.00	0.00	4,911.24
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4413-00-000	Vehicle Repairs/Maint - Gas, Oil, Grease	89.09	350.00	260.91	74.55	7,208.71	2,800.00	-4,408.71	-157.45	4,200.00
4419-00-000	Total General Maint Expense	89.09	350.00	260.91	74.55	7,208.71	2,800.00	-4,408.71	-157.45	4,200.00
4420-00-000	Materials									
4420-01-000	Supplies-Grounds	185.30	45.00	-140.30	-311.78	349.10	360.00	10.90	3.03	540.00
4420-03-000	Supplies-Painting/Decorating	42.79	0.00	-42.79	N/A	42.79	0.00	-42.79	N/A	0.00
4420-03-100	Hardware Doors/Windows/Locks	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-04-000	Electrical - Supplies/Fixtures	0.00	150.00	150.00	100.00	0.00	1,200.00	1,200.00	100.00	1,800.00
4420-06-000	Supplies-Janitorial/Cleaning	2,970.08	300.00	-2,670.08	-890.03	4,029.98	2,400.00	-1,629.98	-67.92	3,600.00
4420-09-100	Security Equipment, Locks, Alarms	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-12-000	Supplies- Painting	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4429-00-000	Total Materials	3,198.17	570.00	-2,628.17	-461.08	4,421.87	4,560.00	138.13	3.03	6,840.00
4430-00-000	Contract Costs									
4430-01-000	Contract-Fire Alarm/Extinguisher	0.00	10.00	10.00	100.00	0.00	80.00	80.00	100.00	120.00
4430-07-000	Contract-Exterminating/Pest Control	100.00	90.00	-10.00	-11.11	400.00	720.00	320.00	44.44	1,080.00
4430-10-000	Contract-Janitorial/Cleaning	0.00	0.00	0.00	N/A	280.00	0.00	-280.00	N/A	0.00
4430-13-000	Contract-HVAC - Repairs & Maint	3,471.05	0.00	-3,471.05	N/A	3,471.05	0.00	-3,471.05	N/A	0.00
4430-15-000	Contract-Equipment Rental	0.00	10.00	10.00	100.00	0.00	80.00	80.00	100.00	120.00
4430-18-000	Contract-Alarm Monitoring	0.00	55.00	55.00	100.00	289.48	440.00	150.52	34.21	660.00
4439-00-000	Total Contract Costs	3,571.05	165.00	-3,406.05	-2,064.27	4,440.53	1,320.00	-3,120.53	-236.40	1,980.00
4499-00-000	TOTAL MAINTENANCE EXPENSES	6,858.31	1,085.00	-5,773.31	-532.10	16,071.11	8,680.00	-7,391.11	-85.15	13,020.00
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	0.00	618.42	618.42	100.00	3,183.96	4,947.36	1,763.40	35.64	7,421.04
4510-01-000	General Liability Insurance - Auto	0.00	325.00	325.00	100.00	0.00	2,600.00	2,600.00	100.00	3,900.00
4599-00-000	TOTAL GENERAL EXPENSES	0.00	943.42	943.42	100.00	3,183.96	7,547.36	4,363.40	57.81	11,321.04
4800-00-000	FINANCING EXPENSE									
4855-00-100	Interest Expense	157.27	60.00	-97.27	-162.12	1,100.89	480.00	-620.89	-129.35	720.00
4899-00-000	TOTAL FINANCING EXPENSES	157.27	60.00	-97.27	-162.12	1,100.89	480.00	-620.89	-129.35	720.00
5000-00-000	NON-OPERATING ITEMS									
5100-01-000	Depreciation Expense	313.27	313.26	-0.01	0.00	2,506.12	2,506.08	-0.04	0.00	3,759.12
5100-50-000	Amortization Expense	9,391.21	9,391.21	0.00	0.00	44,243.83	75,129.68	30,885.85	41.11	112,694.52
5199-00-000	TOTAL DEPRECIATION/AMORTIZATION	9,704.48	9,704.47	-0.01	0.00	46,749.95	77,635.76	30,885.81	39.78	116,453.64
8000-00-000	TOTAL EXPENSES	124,041.21	100,072.70	-23,968.51	-23.95	714,595.77	688,272.35	-26,323.42	-3.82	1,021,177.60
9000-00-000	NET INCOME	-36,856.32	-25,088.01	-11,768.31	-46.91	53,505.23	-88,394.83	141,900.06	160.53	-121,361.32
	Net Income After Depreciation	-27,151.84				100,255.18				

Central Cost Office Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	4,110.94
1111-15-000	Cash-Payroll	-256,428.83
1111-99-000	Total Unrestricted Cash	-252,317.89
1119-00-000	TOTAL CASH	-252,317.89
1125-00-000	Cash - Vending	3,116.05
1128-99-000	Cleared Interfund Account	-58,952.45
1129-10-000	Due from Public Housing General	475,663.09
1129-11-000	A/R - ROSS/HUD	3,345.40
1129-17-000	Due from Renaissance FAM Non ACC	3,117.28
1129-28-000	Due from West Lake Management, LLC	-420.19
1129-49-000	A/R - Youthbuild DOL	-4,645.25
1129-50-000	A/R - Capital Fund Grants/HUD	-13,090.88
1129-56-000	Due from Colton Meadow	2,209.14
1129-57-000	Due from Villas at Lake Bonnet	748.36
1129-61-000	Due From Twin Lakes I	1,709.40
1129-61-002	Due From Twin Lakes II	1,295.00
1129-78-000	Due From FSS	-88.31
1129-80-000	Due from Section 8 HCV	2,321.08
1129-99-000	TOTAL: DUE FROM	469,046.84
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	416,327.72
1160-00-000	OTHER CURRENT ASSETS	
1211-01-000	Prepaid Insurance	4,215.39
1299-00-000	TOTAL OTHER CURRENT ASSETS	4,215.39
1300-00-000	TOTAL CURRENT ASSETS	168,225.22
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-07-001	Automobiles/Vehicles	-57.50
1400-08-000	Furniture & Fixtures	32,301.60
1400-08-100	Furn, Fixt, & Equip	24,482.83
1405-02-000	Accum Depreciation- Misc FF&E	-54,306.98
1410-00-000	Intangible Assets	
1410-04-000	Lease-Right of Use Asset	446,515.00
1410-04-001	Lease Amortization	251,149.82
1420-00-000	TOTAL FIXED ASSETS (NET)	197,785.13
1499-00-000	TOTAL NONCURRENT ASSETS	197,785.13
1999-00-000	TOTAL ASSETS	366,010.35

2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	14,186.54
2117-03-000	Misc Payroll Withholdings	46.16
2117-09-000	State Unemployment Tax	-3,160.22
2117-10-000	Workers Compensation	75,484.77
2117-11-000	401 Plan Payable	103,257.56
2117-12-000	457 Plan Payable	9,695.63
2117-13-000	Aflac Payable	-11,074.73
2117-17-000	Health Insurance Payable	13,792.29
2119-90-000	Other Current Liabilities	65,458.31
2130-00-001	Lease payable-Short Term	-91,766.37
2135-00-000	Accrued Payroll & Payroll Taxes	14,039.88
2145-29-000	Due to Polk County Housing Dev.	315,837.78
2146-00-000	Due to LPHC General	50,000.00
2149-01-000	Due to Magnolia Pointe	110,000.00
2149-29-000	Due to Polk County Developers, Inc.	-62,527.75
2149-70-000	Due to Development	242,500.00
2260-00-000	Accrued Compensated Absences-Curren	45,928.06
2299-00-000	TOTAL CURRENT LIABILITIES	891,697.91
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	85,294.95
2321-00-000	Lease Payable	76,288.56
2399-00-000	TOTAL NONCURRENT LIABILITIES	161,583.51
2499-00-000	TOTAL LIABILITIES	1,053,281.42
2800-00-000	EQUITY	
2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	-687,271.07
2809-99-000	TOTAL RETAINED EARNINGS:	-687,271.07
2899-00-000	TOTAL EQUITY	-687,271.07
2999-00-000	TOTAL LIABILITIES AND EQUITY	366,010.35

**Housing Voucher Program
Budget Comparison**

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3400-00-000	GRANT INCOME									
3410-01-000	Section 8 HAP Earned	1,525,825.00	1,459,519.00	66,306.00	4.54	12,188,581.00	11,676,152.00	512,429.00	4.39	17,514,228.00
3410-02-000	Section 8 Admin. Fee Income	125,193.00	115,900.00	9,293.00	8.02	922,069.00	927,200.00	-5,131.00	-0.55	1,390,800.00
3410-04-000	Section 8 Port-In Admin Fees	0.00	0.00	0.00	N/A	1,495.77	0.00	1,495.77	N/A	0.00
3410-06-000	Port In HAP Earned	0.00	0.00	0.00	N/A	10,954.00	0.00	10,954.00	N/A	0.00
3410-07-000	Section 8 HAP Earned EHV	58,676.00	60,500.00	-1,824.00	-3.01	459,884.00	484,000.00	-24,116.00	-4.98	726,000.00
3410-08-000	Section 8 EHV Admin Fee	4,401.00	4,027.00	374.00	9.29	34,815.00	32,216.00	2,599.00	8.07	48,324.00
3410-09-000	Section 8 EHV Service Fee	0.00	0.00	0.00	N/A	23,974.00	0.00	23,974.00	N/A	0.00
3499-00-000	TOTAL GRANT INCOME	1,714,095.00	1,639,946.00	74,149.00	4.52	13,641,772.77	13,119,568.00	522,204.77	3.98	19,679,352.00
3600-00-000	OTHER INCOME									
3610-00-000	Interest Income - Restricted	0.00	25.00	-25.00	-100.00	-1,362.60	200.00	-1,562.60	-781.30	300.00
3610-01-000	Interest Income - Unrestricted	386.58	25.00	361.58	1,446.32	905.31	200.00	705.31	352.66	300.00
3640-00-000	Fraud Recovery - UNP	0.00	550.00	-550.00	-100.00	0.00	4,400.00	-4,400.00	-100.00	6,600.00
3640-01-000	Fraud Recovery - RNP	0.00	550.00	-550.00	-100.00	0.00	4,400.00	-4,400.00	-100.00	6,600.00
3650-00-000	Miscellaneous Other Income	0.00	600.00	-600.00	-100.00	483.00	4,800.00	-4,317.00	-89.94	7,200.00
3699-00-000	TOTAL OTHER INCOME	386.58	1,750.00	-1,363.42	-77.91	25.71	14,000.00	-13,974.29	-99.82	21,000.00
3999-00-000	TOTAL INCOME	1,714,481.58	1,641,696.00	72,785.58	4.43	13,641,798.48	13,133,568.00	508,230.48	3.87	19,700,352.00
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	54,042.84	55,502.30	1,459.46	2.63	292,030.55	331,565.05	39,534.50	11.92	486,102.24
4110-00-001	401K-401A Admin	3,262.09	2,220.09	-1,042.00	-46.94	12,468.24	13,262.62	794.38	5.99	19,444.12
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	4,088.64	4,440.18	351.54	7.92	21,806.02	26,525.19	4,719.17	17.79	38,888.16
4110-00-004	Workers Comp Admin	1,417.04	1,665.07	248.03	14.90	7,890.79	9,946.96	2,056.17	20.67	14,583.08
4110-00-006	Legal Shield - Administrative	0.00	526.65	526.65	100.00	3,117.85	4,213.20	1,095.35	26.00	6,319.80
4110-00-007	Payroll Prep Fees	606.95	555.02	-51.93	-9.36	3,530.85	3,315.66	215.19	-6.49	4,861.04
4110-07-000	Health/Life Insurance	5,119.50	5,169.60	50.10	0.97	49,582.29	41,356.80	-8,225.49	-19.89	62,035.20
4110-99-000	Total Administrative Salaries	68,537.06	70,078.91	1,541.85	2.20	390,426.59	430,185.48	39,758.89	9.24	632,233.64
4130-00-000	Legal Expense									
4130-00-001	Eviction Legal Fees	195.00	0.00	-195.00	N/A	195.00	0.00	-195.00	N/A	0.00
4130-02-000	Criminal Background / Credit Checks/L	116.00	500.00	384.00	76.80	248.00	4,000.00	3,752.00	93.80	6,000.00
4130-03-000	Tenant Screening	0.00	0.00	0.00	N/A	5.00	0.00	-5.00	N/A	0.00
4130-04-000	General Legal Expense	0.00	1,400.00	1,400.00	100.00	520.00	11,200.00	10,680.00	95.36	16,800.00
4130-99-000	Total Legal Expense	311.00	1,900.00	1,589.00	83.63	968.00	15,200.00	14,232.00	93.63	22,800.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	652.00	4,000.00	3,348.00	83.70	17,716.38	32,000.00	14,283.62	44.64	48,000.00
4172-00-000	Port Out Admin Fee Paid	1,627.54	1,400.00	-227.54	-16.25	19,686.27	11,200.00	-8,486.27	-75.77	16,800.00
4173-00-000	Management Fee	17,016.00	19,000.00	1,984.00	10.44	136,224.00	152,000.00	15,776.00	10.38	228,000.00
4173-01-000	Bookkeeping Fee	10,635.00	13,000.00	2,365.00	18.19	85,140.00	104,000.00	18,860.00	18.13	156,000.00
4182-00-000	Consultants	2,801.40	2,000.00	-801.40	-40.07	10,051.50	16,000.00	5,948.50	37.18	24,000.00
4189-00-000	Total Other Admin Expenses	32,731.94	39,400.00	6,668.06	16.92	268,818.15	315,200.00	46,381.85	14.72	472,800.00
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	3,975.00	75.00	-3,900.00	-5,200.00	4,908.57	600.00	-4,308.57	-718.10	900.00
4190-02-000	Printing/Publications & Subscriptions	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4190-03-000	Advertising Publications	0.00	0.00	0.00	N/A	414.71	0.00	-414.71	N/A	0.00
4190-04-000	Stationery & Office Supplies	0.00	500.00	500.00	100.00	5,181.66	4,000.00	-1,181.66	-29.54	6,000.00
4190-06-000	Computer Equipment	0.00	175.00	175.00	100.00	0.00	1,400.00	1,400.00	100.00	2,100.00

**Housing Voucher Program
Budget Comparison**

Period = Aug 2025

Book = Accrual

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-07-000 Telephone	0.00	800.00	800.00	100.00	7,734.69	6,400.00	-1,334.69	-20.85	9,600.00
4190-08-000 Postage	1,009.34	1,400.00	390.66	27.90	9,375.30	11,200.00	1,824.70	16.29	16,800.00
4190-08-100 Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	4.16	0.00	-4.16	N/A	0.00
4190-09-000 Computer Software License Fees/Exp	7,551.55	7,551.55	0.00	0.00	60,748.26	60,412.40	-335.86	-0.56	90,618.60
4190-10-000 Copiers - Lease & Service	0.00	1,200.00	1,200.00	100.00	4,195.29	9,600.00	5,404.71	56.30	14,400.00
4190-13-000 Internet	0.00	490.00	490.00	100.00	4,130.16	3,920.00	-210.16	-5.36	5,880.00
4190-19-000 IT Contract Fees	2,127.40	2,250.00	122.60	5.45	9,212.08	18,000.00	8,787.92	48.82	27,000.00
4190-22-000 Other Misc Admin Expenses	0.00	600.00	600.00	100.00	3,858.46	4,800.00	941.54	19.62	7,200.00
4190-24-000 Govt Licenses-Fees-Permits	0.00	25.00	25.00	100.00	114.95	200.00	85.05	42.52	300.00
4191-00-000 Total Miscellaneous Admin Expenses	14,667.45	15,091.55	424.10	2.81	109,878.29	120,732.40	10,854.11	8.99	181,098.60
4199-00-000 TOTAL ADMINISTRATIVE EXPENSES	116,247.45	126,470.46	10,223.01	8.08	770,091.03	881,317.88	111,226.85	12.62	1,308,932.24
4400-00-000 MAINTENANCE AND OPERATIONS									
4400-99-000 General Maint Expense									
4411-00-000 Maintenance Uniforms	0.00	60.00	60.00	100.00	0.00	480.00	480.00	100.00	720.00
4413-00-000 Vehicle Repairs/Maint - Gas, Oil, Grease	69.09	360.00	290.91	80.81	1,996.97	2,880.00	883.03	30.66	4,320.00
4419-00-000 Total General Maint Expense	69.09	420.00	350.91	83.55	1,996.97	3,360.00	1,363.03	40.57	5,040.00
4420-00-000 Materials									
4420-03-100 Hardware Doors/Windows/Locks	0.00	0.00	0.00	N/A	64.13	0.00	-64.13	N/A	0.00
4420-04-000 Electrical - Supplies/Fixtures	0.00	0.00	0.00	N/A	63.51	0.00	-63.51	N/A	0.00
4420-06-000 Supplies-Janitorial/Cleaning	0.00	300.00	300.00	100.00	32.07	2,400.00	2,367.93	98.66	3,600.00
4420-07-000 Repairs - Materials & Supplies	0.00	100.00	100.00	100.00	1,245.51	800.00	-445.51	-55.69	1,200.00
4420-09-000 Supplies- Tools Equipmt	0.00	0.00	0.00	N/A	32.07	0.00	-32.07	N/A	0.00
4420-10-000 Maint - Miscellaneous Supplies	0.00	0.00	0.00	N/A	610.27	0.00	-610.27	N/A	0.00
4420-11-000 Supplies- HVAC	0.00	0.00	0.00	N/A	161.47	0.00	-161.47	N/A	0.00
4420-12-000 Supplies- Painting	167.25	0.00	-167.25	N/A	444.46	0.00	-444.46	N/A	0.00
4429-00-000 Total Materials	167.25	400.00	232.75	58.19	2,653.49	3,200.00	546.51	17.08	4,800.00
4430-00-000 Contract Costs									
4430-09-000 Contract-Other	0.00	350.00	350.00	100.00	1,183.46	2,800.00	1,616.54	57.73	4,200.00
4430-18-000 Contract-Alarm Monitoring	0.00	36.00	36.00	100.00	0.00	288.00	288.00	100.00	432.00
4430-23-000 Contract-Consultants	150.00	150.00	0.00	0.00	900.00	1,200.00	300.00	25.00	1,800.00
4430-27-000 Contract - Lease	845.18	1,690.36	845.18	50.00	7,991.86	13,522.88	5,531.02	40.90	20,284.32
4439-00-000 Total Contract Costs	995.18	2,226.36	1,231.18	55.30	10,075.32	17,810.88	7,735.56	43.43	26,716.32
4499-00-000 TOTAL MAINTENANCE EXPENSES	1,231.52	3,046.36	1,814.84	59.57	14,725.78	24,370.88	9,645.10	39.58	36,556.32
4500-00-000 GENERAL EXPENSES									
4510-00-000 Insurance -Property/Liability	0.00	5,327.19	5,327.19	100.00	2,198.92	42,617.52	40,418.60	94.84	63,926.28
4510-01-000 General Liability Insurance - Auto	0.00	180.00	180.00	100.00	0.00	1,440.00	1,440.00	100.00	2,160.00
4599-00-000 TOTAL GENERAL EXPENSES	0.00	5,507.19	5,507.19	100.00	2,198.92	44,057.52	41,858.60	95.01	66,086.28
4700-00-000 HOUSING ASSISTANCE PAYMENTS									
4715-00-000 Housing Assistance Payments	1,500,059.00	1,425,336.00	-74,723.00	-5.24	11,828,617.00	11,402,688.00	-425,929.00	-3.74	17,104,032.00
4715-01-000 Tenant Utility Payments-S8	24,401.00	28,762.00	4,361.00	15.16	187,886.00	230,096.00	42,210.00	18.34	345,144.00
4715-02-000 Portable Out HAP Payments	43,023.00	57,815.00	14,792.00	25.59	539,435.00	462,520.00	-76,915.00	-16.63	693,780.00
4715-03-000 FSS Escrow Payments	8,857.99	8,681.00	-176.99	-2.04	50,741.86	69,448.00	18,706.14	26.94	104,172.00
4715-04-001 EHV Landlord Unit Damages	16,521.08	0.00	-16,521.08	N/A	16,521.08	0.00	-16,521.08	N/A	0.00
4799-00-000 TOTAL HOUSING ASSISTANCE PAYMENTS	1,592,862.07	1,520,594.00	-72,268.07	-4.75	12,623,200.94	12,164,752.00	-458,448.94	-3.77	18,247,128.00
5000-00-000 NON-OPERATING ITEMS									
5100-01-000 Depreciation Expense	0.00	1,000.00	1,000.00	100.00	0.00	8,000.00	8,000.00	100.00	12,000.00
5199-00-000 TOTAL DEPRECIATION/AMORTIZATION	0.00	1,000.00	1,000.00	100.00	0.00	8,000.00	183,000.00	2,287.50	12,000.00
8000-00-000 TOTAL EXPENSES	1,710,341.04	1,656,618.01	-53,723.03	-3.24	13,410,216.67	13,122,498.28	-287,718.39	-2.19	19,670,702.84
9000-00-000 NET INCOME	4,140.54	-14,922.01	19,062.55	127.75	231,581.81	11,069.72	220,512.09	1,992.03	29,649.16
Net Income for Administrative Funds	12,501.61				172,972.50				

Housing Voucher Program Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	2,776.56
1111-15-000	Cash-Payroll	-44,719.93
1111-20-100	Cash Operating 2B	2,078,281.64
1111-50-000	Negative Cash S8	-1,864,325.37
1111-86-000	EHV Admin Cash Account	102,966.17
1111-99-000	Total Unrestricted Cash	274,979.07
1112-00-000	Restricted Cash	
1112-02-000	Cash Restricted - FSS Escrow	284,920.20
1112-02-100	Cash Restricted - FSS Escrow Forfeiture	152,306.21
1112-99-000	Total Restricted Cash	437,226.41
1119-00-000	TOTAL CASH	712,205.48
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R-Tenants/Vendors	287,106.49
1122-00-001	AR Port in Hap-Suspense	-61,060.62
1122-01-000	Allowance for Doubtful Accounts-Tenants	-250,141.92
1122-99-000	TOTAL: AR	-24,096.05
1123-01-000	Allowance for Doubtful Accounts-Aff. Housing	-4,550.48
1129-81-000	Due from Section 8 Mainstream	-214,999.27
1129-86-000	Due from Section 8 Emergency Housing	-356,095.00
1135-03-000	A/R-Other Government	3,419.02
1135-03-001	AR Port in Fee Suspense	-555.09
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVABLE	-596,876.87
1160-00-000	OTHER CURRENT ASSETS	
1211-01-000	Prepaid Insurance	1,616.70
1211-02-000	Prepaid Software Licenses	89,503.65
1213-06-000	S8 EHV Tenant Security Deposit	56,671.45
1299-00-000	TOTAL OTHER CURRENT ASSETS	147,791.80
1300-00-000	TOTAL CURRENT ASSETS	263,120.41
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-07-001	Automobiles/Vehicles	15,900.00
1400-08-000	Furniture & Fixtures	29,333.07
1405-02-000	Accum Depreciation- Misc FF&E	-44,767.08
1410-00-000	Intangible Assets	
1420-00-000	TOTAL FIXED ASSETS (NET)	465.99
1475-01-000	Non-Dwelling Equipment	2,406.00

1499-00-000	TOTAL NONCURRENT ASSETS	<u>2,871.99</u>
1999-00-000	TOTAL ASSETS	<u>265,992.40</u>
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	-373,074.45
2114-00-000	Tenant Security Deposits	300.00
2135-00-000	Accrued Payroll & Payroll Taxes	14,329.32
2138-00-001	Accrued audit fees - LHA	-11,400.00
2145-00-000	Due to Federal Master	3,949.25
2148-00-000	Due to Section 8	-570,932.27
2149-01-000	Due to Magnolia Pointe	25,000.00
2149-96-000	Due to Central Office Cost Center	2,764.86
2240-00-000	Tenant Prepaid Rents	14,098.54
2255-00-004	State of FL Unclaimed Funds	20,932.76
2260-00-000	Accrued Compensated Absences-Curren	4,932.30
2298-03-000	Deferred Revenue	534.30
2298-03-001	Deferred Revenue EHV	<u>23,141.60</u>
2299-00-000	TOTAL CURRENT LIABILITIES	-845,423.79
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	9,159.98
2307-00-000	FSS Due to Tenant Long Term	<u>285,953.93</u>
2399-00-000	TOTAL NONCURRENT LIABILITIES	295,113.91
2499-00-000	TOTAL LIABILITIES	<u>-550,309.88</u>
2800-00-000	EQUITY	
2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	<u>816,302.28</u>
2809-99-000	TOTAL RETAINED EARNINGS:	816,302.28
2899-00-000	TOTAL EQUITY	<u>816,302.28</u>
2999-00-000	TOTAL LIABILITIES AND EQUITY	<u>265,992.40</u>

**AMP 1-LHA John Wright and Cecil Gober
Budget Comparison**

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3101-00-000	Rental Income									
3111-00-000	Tenant Rent	27,675.00	15,322.00	12,353.00	80.62	135,952.00	122,576.00	13,376.00	10.91	183,864.00
3119-00-000	Total Rental Income	27,675.00	15,322.00	12,353.00	80.62	135,952.00	122,576.00	13,376.00	10.91	183,864.00
3120-00-000	Other Tenant Income									
3120-01-600	FSS Forfeitures	0.00	150.00	-150.00	-100.00	0.00	1,200.00	-1,200.00	-100.00	1,800.00
3120-05-000	Legal Fees - Tenant	0.00	150.00	-150.00	-100.00	0.00	1,200.00	-1,200.00	-100.00	1,800.00
3120-06-000	NSF Charges	0.00	25.00	-25.00	-100.00	0.00	200.00	-200.00	-100.00	300.00
3120-11-000	Forfeited Security Deposits	0.00	100.00	-100.00	-100.00	0.00	800.00	-800.00	-100.00	1,200.00
3129-00-000	Total Other Tenant Income	0.00	425.00	-425.00	-100.00	0.00	3,400.00	-3,400.00	-100.00	5,100.00
3199-00-000	TOTAL TENANT INCOME	27,675.00	15,747.00	11,928.00	75.75	135,952.00	125,976.00	9,976.00	7.92	188,964.00
3400-00-000	GRANT INCOME									
3401-00-000	Government Subsidy Income	21,264.00	30,015.00	-8,751.00	-29.16	148,132.33	240,120.00	-91,987.67	-38.31	360,180.00
3420-00-000	Capital Fund Grants	0.00	0.00	0.00	N/A	90,000.00	0.00	90,000.00	N/A	0.00
3499-00-000	TOTAL GRANT INCOME	21,264.00	30,015.00	-8,751.00	-29.16	238,132.33	240,120.00	-1,987.67	-0.83	360,180.00
3600-00-000	OTHER INCOME									
3610-00-000	Interest Income - Restricted	9,129.73	9,129.73	0.00	0.00	73,037.84	73,037.84	0.00	0.00	109,556.76
3690-00-000	Other Income	0.00	0.00	0.00	N/A	22,613.29	0.00	22,613.29	N/A	0.00
3699-00-000	TOTAL OTHER INCOME	9,129.73	9,129.73	0.00	0.00	95,651.13	73,037.84	22,613.29	30.96	109,556.76
3999-00-000	TOTAL INCOME	58,068.73	54,891.73	3,177.00	5.79	469,735.46	439,133.84	30,601.62	6.97	658,700.76
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	13,134.76	10,161.25	-2,973.51	-29.26	75,376.65	63,501.60	-11,875.05	-18.70	93,473.56
4110-00-001	401K-401A Admin	1,004.79	406.45	-598.34	-147.21	3,654.17	2,540.05	-1,114.12	-43.86	3,738.92
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	973.69	812.90	-160.79	-19.78	5,663.78	5,080.15	-583.63	-11.49	7,477.92
4110-00-004	Workers Comp Admin	355.62	304.84	-50.78	-16.66	2,102.18	1,905.07	-197.11	-10.35	2,804.24
4110-00-006	Legal Shield - Administrative	0.00	213.40	213.40	100.00	671.15	1,707.20	1,036.05	60.69	2,560.80
4110-00-007	Payroll Prep Fees	152.37	101.61	-50.76	-49.96	923.31	635.03	-288.28	-45.40	934.77
4110-07-000	Health/Life Insurance	1,821.87	928.01	-893.86	-96.32	14,833.77	7,424.08	-7,409.69	-99.81	11,136.12
4110-99-000	Total Administrative Salaries	17,443.10	12,928.46	-4,514.64	-34.92	103,225.01	82,793.18	-20,431.83	-24.68	122,126.33
4130-00-000	Legal Expense									
4130-00-001	Eviction Legal Fees	0.00	0.00	0.00	N/A	424.68	0.00	-424.68	N/A	0.00
4130-02-000	Criminal Background / Credit Checks/L	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4130-03-000	Tenant Screening	0.00	0.00	0.00	N/A	4.99	0.00	-4.99	N/A	0.00
4130-04-000	General Legal Expense	0.00	300.00	300.00	100.00	3,493.75	2,400.00	-1,093.75	-45.57	3,600.00
4130-99-000	Total Legal Expense	0.00	350.00	350.00	100.00	3,923.42	2,800.00	-1,123.42	-40.12	4,200.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	0.00	450.00	450.00	100.00	1,796.70	3,600.00	1,803.30	50.09	5,400.00
4150-00-000	Commissioner Travel	0.00	100.00	100.00	100.00	3,779.37	800.00	-2,979.37	-372.42	1,200.00
4171-00-000	Auditing Fees	0.00	1,332.02	1,332.02	100.00	8,942.12	10,656.16	1,714.04	16.08	15,984.24
4173-00-000	Management Fee	4,221.27	4,275.00	53.73	1.26	33,770.16	34,200.00	429.84	1.26	51,300.00
4173-01-000	Bookkeeping Fee	382.50	427.50	45.00	10.53	3,060.00	3,420.00	360.00	10.53	5,130.00
4173-02-000	Asset Management Fee	510.00	570.00	60.00	10.53	4,080.00	4,560.00	480.00	10.53	6,840.00
4182-00-000	Consultants	2,801.40	300.00	-2,501.40	-833.80	3,473.93	2,400.00	-1,073.93	-44.75	3,600.00
4189-00-000	Total Other Admin Expenses	7,915.17	7,454.52	-460.65	-6.18	58,902.28	59,636.16	733.88	1.23	89,454.24
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	0.00	25.00	25.00	100.00	609.50	200.00	-409.50	-204.75	300.00

**AMP 1-LHA John Wright and Cecil Gober
Budget Comparison**

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-02-000	Printing/Publications & Subscriptions	0.00	30.00	30.00	100.00	78.48	240.00	161.52	67.30	360.00
4190-03-000	Advertising Publications	0.00	0.00	0.00	N/A	36.93	0.00	-36.93	N/A	0.00
4190-04-000	Stationery & Office Supplies	0.00	200.00	200.00	100.00	692.07	1,600.00	907.93	56.75	2,400.00
4190-07-000	Telephone	266.08	750.00	483.92	64.52	9,171.41	6,000.00	-3,171.41	-52.86	9,000.00
4190-08-000	Postage	110.68	75.00	-35.68	-47.57	1,177.98	600.00	-577.98	-96.33	900.00
4190-08-100	Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	40.79	0.00	-40.79	N/A	0.00
4190-09-000	Computer Software License Fees/Exp	1,558.85	900.00	-658.85	-73.21	1,243.39	7,200.00	5,956.61	82.73	10,800.00
4190-10-000	Copiers - Lease & Service	0.00	460.00	460.00	100.00	1,805.71	3,680.00	1,874.29	50.93	5,520.00
4190-11-000	Admin Service Contracts	19,430.13	0.00	-19,430.13	N/A	152,134.20	0.00	-152,134.20	N/A	0.00
4190-11-001	Fee Accounting Contract	0.00	150.00	150.00	100.00	0.00	1,200.00	1,200.00	100.00	1,800.00
4190-13-000	Internet	325.99	800.00	474.01	59.25	7,484.78	6,400.00	-1,084.78	-16.95	9,600.00
4190-19-000	IT Contract Fees	150.03	1,300.00	1,149.97	88.46	8,144.84	10,400.00	2,255.16	21.68	15,600.00
4190-20-100	Bank Fees - Unrestricted	210.00	200.00	-10.00	-5.00	2,310.00	1,600.00	-710.00	-44.38	2,400.00
4190-22-000	Other Misc Admin Expenses	0.00	300.00	300.00	100.00	2,607.07	2,400.00	-207.07	-8.63	3,600.00
4190-24-000	Govt Licenses-Fees-Permits	381.00	50.00	-331.00	-662.00	942.39	400.00	-542.39	-135.60	600.00
4191-00-000	Total Miscellaneous Admin Expenses	22,436.92	5,240.00	-17,196.92	-328.19	188,479.54	41,920.00	-146,559.54	-349.62	62,880.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	47,795.19	25,972.98	-21,822.21	-84.02	354,530.25	187,149.34	-167,380.91	-89.44	278,660.57
4300-00-000	UTILITIES									
4310-00-000	Water	1,527.64	1,500.00	-27.64	-1.84	12,571.04	12,000.00	-571.04	-4.76	18,000.00
4320-00-000	Electricity	2,403.28	1,800.00	-603.28	-33.52	18,449.35	14,400.00	-4,049.35	-28.12	21,600.00
4340-00-000	Garbage/Trash Removal	545.70	3,000.00	2,454.30	81.81	32,747.32	24,000.00	-8,747.32	-36.45	36,000.00
4390-00-000	Sewer	2,848.80	1,500.00	-1,348.80	-89.92	22,854.10	12,000.00	-10,854.10	-90.45	18,000.00
4399-00-000	TOTAL UTILITY EXPENSES	7,325.42	7,800.00	474.58	6.08	86,621.81	62,400.00	-24,221.81	-38.82	93,600.00
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4410-00-000	Maintenance Salaries	15,955.47	7,075.64	-8,879.83	-125.50	64,599.55	39,305.12	-25,294.43	-64.35	57,227.68
4410-00-020	Maint Wages-Overtime	4,400.00	0.00	-4,400.00	N/A	4,400.00	0.00	-4,400.00	N/A	0.00
4410-06-000	401K-401A Maintenance	982.24	283.03	-699.21	-247.04	2,625.69	1,572.24	-1,053.45	-67.00	2,289.16
4410-07-000	Payroll Taxes Maintenance	1,545.27	566.05	-979.22	-172.99	5,386.39	3,144.40	-2,241.99	-71.30	4,578.20
4410-08-000	Health/Life Insurance Maint.	1,809.72	560.00	-1,249.72	-223.16	9,675.13	4,480.00	-5,195.13	-115.96	6,720.00
4410-09-000	Workers Comp Maintenance	475.85	212.27	-263.58	-124.17	2,224.04	1,179.16	-1,044.88	-88.61	1,716.84
4410-10-000	Payroll Prep Fees Maint.	203.71	70.76	-132.95	-187.89	780.98	393.08	-387.90	-98.68	572.32
4410-11-000	Legal Shield - Maint	0.00	99.70	99.70	100.00	498.50	797.60	299.10	37.50	1,196.40
4411-00-000	Maintenance Uniforms	170.25	250.00	79.75	31.90	1,719.25	2,000.00	280.75	14.04	3,000.00
4413-00-000	Vehicle Repairs/Maint - Gas, Oil, Greas	0.00	556.00	556.00	100.00	4,404.27	4,448.00	43.73	0.98	6,672.00
4419-00-000	Total General Maint Expense	25,542.51	9,673.45	-15,869.06	-164.05	96,313.80	57,319.60	-38,994.20	-68.03	83,972.60
4420-00-000	Materials									
4420-01-000	Supplies-Grounds	0.00	70.00	70.00	100.00	0.00	560.00	560.00	100.00	840.00
4420-01-200	Lawn & Landscape Expenses Non Sala	0.00	0.00	0.00	N/A	511.12	0.00	-511.12	N/A	0.00
4420-02-000	Supplies-Appliance Parts	0.00	25.00	25.00	100.00	1,769.45	200.00	-1,569.45	-784.72	300.00
4420-03-100	Hardware Doors/Windows/Locks	0.00	100.00	100.00	100.00	121.85	800.00	678.15	84.77	1,200.00
4420-03-200	Window Treatments	0.00	35.00	35.00	100.00	0.00	280.00	280.00	100.00	420.00
4420-04-000	Electrical - Supplies/Fixtures	0.00	150.00	150.00	100.00	718.47	1,200.00	481.53	40.13	1,800.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	150.00	150.00	100.00	1,253.20	1,200.00	-53.20	-4.43	1,800.00
4420-07-000	Repairs - Materials & Supplies	0.00	100.00	100.00	100.00	1,976.55	800.00	-1,176.55	-147.07	1,200.00
4420-08-000	Supplies-Plumbing	0.00	150.00	150.00	100.00	3,336.61	1,200.00	-2,136.61	-178.05	1,800.00
4420-09-000	Supplies- Tools Equipmt	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-11-000	Supplies- HVAC	0.00	100.00	100.00	100.00	397.72	800.00	402.28	50.28	1,200.00
4420-12-000	Supplies- Painting	0.00	150.00	150.00	100.00	218.03	1,200.00	981.97	81.83	1,800.00
4429-00-000	Total Materials	0.00	1,055.00	1,055.00	100.00	10,303.00	8,440.00	-1,863.00	-22.07	12,660.00
4430-00-000	Contract Costs									
4430-01-000	Contract-Fire Alarm/Extinguisher	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4430-03-000	Contract-Building Repairs - Exterior	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4430-03-100	Contract-Building Repairs - Interior	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4430-03-300	Repairs - Windows/Glass	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00

**AMP 1-LHA John Wright and Cecil Gober
Budget Comparison**

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		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4430-07-000	Contract-Exterminating/Pest Control	0.00	400.00	400.00	100.00	4,388.00	3,200.00	-1,188.00	-37.12	4,800.00
4430-11-000	Contract-Plumbing	0.00	100.00	100.00	100.00	1,589.95	800.00	-789.95	-98.74	1,200.00
4430-13-000	Contract-HVAC - Repairs & Maint	0.00	500.00	500.00	100.00	1,100.00	4,000.00	2,900.00	72.50	6,000.00
4430-14-000	Contract-Vehicle Maintenance	0.00	200.00	200.00	100.00	0.00	1,600.00	1,600.00	100.00	2,400.00
4430-15-000	Contract-Equipment Rental	0.00	150.00	150.00	100.00	69.54	1,200.00	1,130.46	94.20	1,800.00
4430-23-000	Contract-Consultants	0.00	200.00	200.00	100.00	0.00	1,600.00	1,600.00	100.00	2,400.00
4430-24-000	Contract-Grounds-Landscaping	0.00	4,500.00	4,500.00	100.00	20,750.00	36,000.00	15,250.00	42.36	54,000.00
4430-24-200	Grounds-Tree Cutting	0.00	800.00	800.00	100.00	3,400.00	6,400.00	3,000.00	46.88	9,600.00
4430-24-300	Contract-Pressure Wash	0.00	700.00	700.00	100.00	0.00	5,600.00	5,600.00	100.00	8,400.00
4430-26-000	Contract-Security Camera System	0.00	0.00	0.00	N/A	3,338.74	0.00	-3,338.74	N/A	0.00
4430-27-000	Contract - Lease	1,374.86	1,110.69	-264.17	-23.78	10,049.65	8,885.52	-1,164.13	-13.10	13,328.28
4430-28-000	Unit Inspections	0.00	200.00	200.00	100.00	1,350.00	1,600.00	250.00	15.62	2,400.00
4430-99-000	Other Contracted Services	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4439-00-000	Total Contract Costs	1,374.86	9,160.69	7,785.83	84.99	46,035.88	73,285.52	27,249.64	37.18	109,928.28
4499-00-000	TOTAL MAINTENANCE EXPENSES	26,917.37	19,889.14	-7,028.23	-35.34	152,652.68	139,045.12	-13,607.56	-9.79	206,560.88
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	0.00	4,481.36	4,481.36	100.00	687.16	35,850.88	35,163.72	98.08	53,776.32
4510-01-000	General Liability Insurance - Auto	0.00	595.05	595.05	100.00	0.00	4,760.40	4,760.40	100.00	7,140.60
4599-00-000	TOTAL GENERAL EXPENSES	0.00	5,076.41	5,076.41	100.00	687.16	40,611.28	39,924.12	98.31	60,916.92
4700-00-000	HOUSING ASSISTANCE PAYMENTS									
4715-01-001	Tenant Utility Payments-PH	0.00	500.00	500.00	100.00	577.00	4,000.00	3,423.00	85.58	6,000.00
4715-03-000	FSS Escrow Payments	872.01	1,106.00	233.99	21.16	3,042.00	8,848.00	5,806.00	65.62	13,272.00
4715-03-002	FSS Escrow Forfeitures/Adjustments	0.00	0.00	0.00	N/A	-768.50	0.00	768.50	N/A	0.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	872.01	1,606.00	733.99	45.70	2,850.50	12,848.00	9,997.50	77.81	19,272.00
5000-00-000	NON-OPERATING ITEMS									
5100-01-000	Depreciation Expense	7,782.07	7,782.12	0.05	0.00	62,256.77	62,256.96	0.19	0.00	93,385.44
5199-00-000	TOTAL DEPRECIATION/AMORTIZATION	7,782.07	7,782.12	0.05	0.00	62,256.77	62,256.96	42,173.21	67.74	93,385.44
8000-00-000	TOTAL EXPENSES	71,261.93	68,126.65	-3,135.28	-4.60	517,714.72	504,310.70	-13,404.02	-2.66	752,395.81
9000-00-000	NET INCOME	-13,193.20	-13,234.92	41.72	0.32	-47,979.26	-65,176.86	17,197.60	26.39	-93,695.05
	Net Income After Depreciation	-5,411.13				14,277.51				

AMP 1-LHA John Wright and Cecil Gober

Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	523,847.72
1111-15-000	Cash-Payroll	188,768.02
1111-90-000	Petty Cash	500.00
1111-90-100	Petty Cash Public Housing	300.00
1111-99-000	Total Unrestricted Cash	713,415.74
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	17,900.00
1112-02-000	Cash Restricted - FSS Escrow	34,454.24
1112-02-100	Cash Restricted - FSS Escrow Forfeiture	985.39
1112-99-000	Total Restricted Cash	53,339.63
1119-00-000	TOTAL CASH	766,755.37
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R-Tenants/Vendors	9,083.25
1122-99-000	TOTAL: AR	9,083.25
1123-04-000	Waste Deposit	547.00
1128-99-000	Cleared Interfund Account	58,952.45
1129-00-099	Due From Wiliamstown	4,611.10
1129-11-000	A/R - ROSS/HUD	47,330.74
1129-16-000	Due from Dakota Park Non-ACC	4,431.31
1129-17-000	Due from Renaissance FAM Non ACC	62,112.52
1129-50-000	A/R - Capital Fund Grants/HUD	-1,263,753.76
1129-61-002	Due From Twin Lakes II	18,879.00
1129-78-000	Due From FSS	90,582.15
1129-80-000	Due from Section 8 HCV	3,949.25
1129-96-000	Due from Central Office Cost Center	-9,517.66
1129-99-000	TOTAL: DUE FROM	-1,102,940.87
1130-00-000	Lakeridge Homes 3rd Mortgage	251,000.00
1130-01-000	Lakeridge Homes 2nd Mortgage	50,034.40
1131-00-000	Colton Meadow Mortgage	450,845.00
1132-00-000	Villas at Lake Bonnet Mortgage	1,009,877.00
1132-50-000	A/R Villas at Lake Bonnet Mort. Interes	959,948.92
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	1,748,912.67
1160-00-000	OTHER CURRENT ASSETS	
1162-00-000	Investments-Unrestricted	38,346.00
1170-01-000	Eviction Deposit Acct.	1,000.00
1211-01-000	Prepaid Insurance	122,772.59
1211-02-000	Prepaid Software Licenses	14,341.30

1212-00-000	Insurance Deposit	37,400.00
1213-03-000	Utility Deposit - Electric	2,600.00
1299-00-000	TOTAL OTHER CURRENT ASSETS	216,459.89
1300-00-000	TOTAL CURRENT ASSETS	2,732,127.93
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-05-000	Land	1,466,869.23
1400-06-000	Buildings	388,223.77
1400-06-200	Building Improvements	8,959.23
1400-07-000	Machinery & Equipment	6,687.73
1400-07-001	Automobiles/Vehicles	124,883.93
1400-08-000	Furniture & Fixtures	3,402.00
1400-10-000	Site Improvement-Infrastructure	582,079.00
1400-15-000	Construction In Progress	56,576.45
1405-01-000	Accum Depreciation-Buildings	-10,122,244.56
1405-02-000	Accum Depreciation- Misc FF&E	-826,177.26
1405-03-000	Accum Depreciation-Infrastructure	-582,079.00
1410-00-000	Intangible Assets	
1420-00-000	TOTAL FIXED ASSETS (NET)	-8,892,819.48
1430-01-000	Fees & Costs - Architect & Engineering	72,255.82
1450-01-000	Site Improvement	4,064,767.49
1460-01-000	Dwelling Structures	5,154,722.42
1465-01-000	Dwelling Equipment	26,717.87
1470-01-000	Non-Dwelling Structures	679,307.53
1475-01-000	Non-Dwelling Equipment	737,435.65
1499-00-000	TOTAL NONCURRENT ASSETS	1,842,387.30
1999-00-000	TOTAL ASSETS	4,574,515.23
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	341.76
2114-00-000	Tenant Security Deposits	17,300.00
2114-02-000	Security Deposit Clearing Account	1,546.28
2114-03-000	Security Deposit-Pet	900.00
2135-00-000	Accrued Payroll & Payroll Taxes	4,821.33
2138-00-001	Accrued audit fees - LHA	27,835.16
2145-00-000	Due to Federal Master	-42,199.73
2145-29-000	Due to Polk County Housing Dev.	30,500.00
2149-12-000	Due to Hampton Hills	57,497.99
2149-33-000	Due to Magnolia Pointe Sales	95,000.00
2149-96-000	Due to Central Office Cost Center	189,768.31
2160-00-100	DAK CARES ACT Subsidy Payable	-27.00
2164-00-200	Twin Lake II Subsidy Payable	117,488.17

2202-00-000	Resident Participation Funds - LHA	-514.01
2240-00-000	Tenant Prepaid Rents	4,737.47
2260-00-000	Accrued Compensated Absences-Curren	1,689.13
2299-00-000	TOTAL CURRENT LIABILITIES	<u>506,684.86</u>
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	3,137.00
2307-00-000	FSS Due to Tenant Long Term	34,454.24
2310-00-000	Notes Payable-LT	303,000.00
2399-00-000	TOTAL NONCURRENT LIABILITIES	<u>340,591.24</u>
2499-00-000	TOTAL LIABILITIES	<u>847,276.10</u>
2800-00-000	EQUITY	
2809-00-000	RETAINED EARNINGS	
2809-01-000	Invested in Capital Assets-Net of Debt	5,668,053.00
2809-02-000	Retained Earnings-Unrestricted Net Ass	-1,940,813.87
2809-99-000	TOTAL RETAINED EARNINGS:	<u>3,727,239.13</u>
2899-00-000	TOTAL EQUITY	<u>3,727,239.13</u>
2999-00-000	TOTAL LIABILITIES AND EQUITY	<u>4,574,515.23</u>

Dakota Park Partnership (.partdak)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3101-00-000	Rental Income									
3111-00-000	Tenant Rent	13,805.00	15,663.00	-1,858.00	-11.86	117,298.00	125,304.00	-8,006.00	-6.39	187,956.00
3112-02-000	Gain to Lease Sec8	593.00	1,568.00	-975.00	-62.18	5,036.00	12,544.00	-7,508.00	-59.85	18,816.00
3119-00-000	Total Rental Income	14,398.00	17,231.00	-2,833.00	-16.44	122,334.00	137,848.00	-15,514.00	-11.25	206,772.00
3120-00-000	Other Tenant Income									
3120-03-000	Damages & Cleaning	0.00	150.00	-150.00	-100.00	0.00	1,200.00	-1,200.00	-100.00	1,800.00
3120-04-000	Late and Admin Charges	0.00	200.00	-200.00	-100.00	0.00	1,425.00	-1,425.00	-100.00	2,225.00
3120-05-000	Legal Fees - Tenant	0.00	10.00	-10.00	-100.00	0.00	80.00	-80.00	-100.00	120.00
3120-06-000	NSF Charges	0.00	50.00	-50.00	-100.00	0.00	375.00	-375.00	-100.00	575.00
3120-10-000	Application Fees	0.00	0.00	0.00	N/A	80.00	0.00	80.00	N/A	0.00
3120-11-000	Forfeited Security Deposits	0.00	100.00	-100.00	-100.00	0.00	1,000.00	-1,000.00	-100.00	1,400.00
3129-00-000	Total Other Tenant Income	0.00	510.00	-510.00	-100.00	80.00	4,080.00	-4,000.00	-98.04	6,120.00
3199-00-000	TOTAL TENANT INCOME	14,398.00	17,741.00	-3,343.00	-18.84	122,414.00	141,928.00	-19,514.00	-13.75	212,892.00
3400-00-000	GRANT INCOME									
3401-00-000	Government Subsidy Income	14,015.00	10,758.50	3,256.50	30.27	99,519.66	85,646.00	13,873.66	16.20	128,680.00
3499-00-000	TOTAL GRANT INCOME	14,015.00	10,758.50	3,256.50	30.27	99,519.66	85,646.00	13,873.66	16.20	128,680.00
3600-00-000	OTHER INCOME									
3610-01-000	Interest Income - Unrestricted	22.59	15.00	7.59	50.60	26.50	120.00	-93.50	-77.92	180.00
3650-00-000	Miscellaneous Other Income	0.00	40.00	-40.00	-100.00	0.00	320.00	-320.00	-100.00	480.00
3699-00-000	TOTAL OTHER INCOME	22.59	55.00	-32.41	-58.93	26.50	440.00	-413.50	-93.98	660.00
3999-00-000	TOTAL INCOME	28,435.59	28,554.50	-118.91	-0.42	221,960.16	228,014.00	-6,053.84	-2.66	342,232.00
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	0.00	1,797.70	1,797.70	100.00	0.00	14,381.60	14,381.60	100.00	21,572.40
4110-00-001	401K-401A Admin	0.00	71.91	71.91	100.00	0.00	575.28	575.28	100.00	862.92
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	0.00	143.82	143.82	100.00	0.00	1,150.56	1,150.56	100.00	1,725.84
4110-00-004	Workers Comp Admin	0.00	71.91	71.91	100.00	0.00	575.28	575.28	100.00	862.92
4110-00-007	Payroll Prep Fees	0.00	17.98	17.98	100.00	0.00	143.84	143.84	100.00	215.76
4110-07-000	Health/Life Insurance	0.00	200.00	200.00	100.00	0.00	1,600.00	1,600.00	100.00	2,400.00
4110-99-000	Total Administrative Salaries	0.00	2,303.32	2,303.32	100.00	0.00	18,426.56	18,426.56	100.00	27,639.84
4130-00-000	Legal Expense									
4130-00-001	Eviction Legal Fees	412.74	100.00	-312.74	-312.74	3,882.14	800.00	-3,082.14	-385.27	1,200.00
4130-02-000	Criminal Background / Credit Checks/L	0.00	25.00	25.00	100.00	35.90	200.00	164.10	82.05	300.00
4130-03-000	Tenant Screening	0.00	100.00	100.00	100.00	5.00	800.00	795.00	99.38	1,200.00
4130-04-000	General Legal Expense	41.00	100.00	59.00	59.00	41.00	800.00	759.00	94.88	1,200.00
4130-99-000	Total Legal Expense	453.74	325.00	-128.74	-39.61	3,964.04	2,600.00	-1,364.04	-52.46	3,900.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	0.00	25.00	25.00	100.00	858.67	200.00	-658.67	-329.34	300.00
4140-00-100	Travel/Mileage	0.00	10.00	10.00	100.00	0.00	80.00	80.00	100.00	120.00
4171-00-000	Auditing Fees	0.00	1,841.56	1,841.56	100.00	6,461.84	14,732.48	8,270.64	56.14	22,098.72
4173-00-000	Management Fee	2,072.63	1,986.60	-86.03	-4.33	16,581.04	15,892.80	-688.24	-4.33	23,839.20
4173-01-000	Bookkeeping Fee	292.50	0.00	-292.50	N/A	2,340.00	0.00	-2,340.00	N/A	0.00
4173-02-000	Asset Management Fee	200.00	500.00	300.00	60.00	1,600.00	4,000.00	2,400.00	60.00	6,000.00
4182-00-000	Consultants	2,801.40	75.00	-2,726.40	-3,635.20	3,473.93	600.00	-2,873.93	-478.99	900.00
4189-00-000	Total Other Admin Expenses	5,366.53	4,438.16	-928.37	-20.92	31,315.48	35,505.28	4,189.80	11.80	53,257.92
4190-00-000	Miscellaneous Admin Expenses									

Dakota Park Partnership (.partdak)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-01-000	Membership/Subscriptions/Fees	0.00	25.00	25.00	100.00	234.07	200.00	-34.07	-17.04	300.00
4190-02-000	Printing/Publications & Subscriptions	0.00	90.00	90.00	100.00	229.98	720.00	490.02	68.06	1,080.00
4190-03-000	Advertising Publications	0.00	50.00	50.00	100.00	36.93	400.00	363.07	90.77	600.00
4190-04-000	Stationery & Office Supplies	0.00	25.00	25.00	100.00	319.08	200.00	-119.08	-59.54	300.00
4190-06-000	Computer Equipment	0.00	0.00	0.00	N/A	460.21	0.00	-460.21	N/A	0.00
4190-07-000	Telephone	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4190-08-000	Postage	22.87	50.00	27.13	54.26	507.12	400.00	-107.12	-26.78	600.00
4190-08-100	Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	4.16	0.00	-4.16	N/A	0.00
4190-09-000	Computer Software License Fees/Exp	215.75	215.75	0.00	0.00	1,726.00	1,726.00	0.00	0.00	2,589.00
4190-11-001	Fee Accounting Contract	570.29	0.00	-570.29	N/A	570.29	0.00	-570.29	N/A	0.00
4190-13-000	Internet	104.27	94.27	-10.00	-10.61	814.16	754.16	-60.00	-7.96	1,131.24
4190-19-000	IT Contract Fees	0.00	177.90	177.90	100.00	711.60	1,423.20	711.60	50.00	2,134.80
4190-22-000	Other Misc Admin Expenses	0.00	100.00	100.00	100.00	5,266.26	800.00	-4,466.26	-558.28	1,200.00
4190-23-000	Compliance Fees	0.00	216.00	216.00	100.00	1,113.24	1,728.00	614.76	35.58	2,592.00
4190-24-000	Govt Licenses-Fees-Permits	0.00	150.00	150.00	100.00	828.75	1,200.00	371.25	30.94	1,800.00
4191-00-000	Total Miscellaneous Admin Expenses	917.34	1,293.92	376.58	29.10	12,821.85	10,351.36	-2,470.49	-23.87	15,527.04
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	6,737.61	8,360.40	1,622.79	19.41	48,101.37	66,883.20	18,781.83	28.08	100,324.80
4200-00-000	TENANT SERVICES									
4230-00-000	Resident Services Exp	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4300-00-000	UTILITIES									
4310-00-000	Water	96.54	100.00	3.46	3.46	513.86	800.00	286.14	35.77	1,200.00
4320-00-000	Electricity	807.64	800.00	-7.64	-0.96	4,719.50	6,400.00	1,680.50	26.26	9,600.00
4340-00-000	Garbage/Trash Removal	1,171.38	1,100.00	-71.38	-6.49	10,706.14	8,800.00	-1,906.14	-21.66	13,200.00
4390-00-000	Sewer	69.18	262.00	192.82	73.60	499.78	2,096.00	1,596.22	76.16	3,144.00
4399-00-000	TOTAL UTILITY EXPENSES	2,144.74	2,262.00	117.26	5.18	16,439.28	18,096.00	1,656.72	9.16	27,144.00
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4410-00-000	Maintenance Salaries	0.00	2,912.56	2,912.56	100.00	17,796.40	23,300.48	5,504.08	23.62	34,950.72
4410-06-000	401K-401A Maintenance	0.00	116.50	116.50	100.00	711.85	932.00	220.15	23.62	1,398.00
4410-07-000	Payroll Taxes Maintenance	0.00	233.00	233.00	100.00	1,340.47	1,864.00	523.53	28.09	2,796.00
4410-08-000	Health/Life Insurance Maint.	0.00	109.98	109.98	100.00	4,489.06	879.84	-3,609.22	-410.21	1,319.76
4410-09-000	Workers Comp Maintenance	0.00	116.50	116.50	100.00	551.39	932.00	380.61	40.84	1,398.00
4410-10-000	Payroll Prep Fees Maint.	0.00	29.13	29.13	100.00	228.64	233.04	4.40	1.89	349.56
4413-00-000	Vehicle Repairs/Maint - Gas, Oil, Grease	142.84	25.00	-117.84	-471.36	1,142.72	200.00	-942.72	-471.36	300.00
4419-00-000	Total General Maint Expense	142.84	3,542.67	3,399.83	95.97	26,260.53	28,341.36	2,080.83	7.34	42,512.04
4420-00-000	Materials									
4420-01-000	Supplies-Grounds	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-01-200	Lawn & Landscape Expenses Non Sala	0.00	0.00	0.00	N/A	511.11	0.00	-511.11	N/A	0.00
4420-02-000	Supplies-Appliance Parts	0.00	130.00	130.00	100.00	190.10	1,040.00	849.90	81.72	1,560.00
4420-03-000	Supplies-Painting/Decorating	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-03-100	Hardware Doors/Windows/Locks	0.00	150.00	150.00	100.00	521.28	1,200.00	678.72	56.56	1,800.00
4420-03-200	Window Treatments	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-04-000	Electrical - Supplies/Fixtures	0.00	50.00	50.00	100.00	500.88	400.00	-100.88	-25.22	600.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	25.00	25.00	100.00	784.38	200.00	-584.38	-292.19	300.00
4420-07-000	Repairs - Materials & Supplies	0.00	250.00	250.00	100.00	594.20	2,000.00	1,405.80	70.29	3,000.00
4420-08-000	Supplies-Plumbing	0.00	150.00	150.00	100.00	841.87	1,200.00	358.13	29.84	1,800.00
4420-10-000	Maint - Miscellaneous Supplies	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4420-10-200	Carpet and Flooring Supplies	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-11-000	Supplies- HVAC	0.00	250.00	250.00	100.00	0.00	2,000.00	2,000.00	100.00	3,000.00
4420-12-000	Supplies- Painting	0.00	40.00	40.00	100.00	307.89	320.00	12.11	3.78	480.00
4429-00-000	Total Materials	0.00	1,195.00	1,195.00	100.00	4,251.71	9,560.00	5,308.29	55.53	14,340.00
4430-00-000	Contract Costs									
4430-01-000	Contract-Fire Alarm/Extinguisher	0.00	60.00	60.00	100.00	0.00	480.00	480.00	100.00	720.00

Dakota Park Partnership (.partdak)
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		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4430-03-000	Contract-Building Repairs - Exterior	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4430-03-100	Contract-Building Repairs - Interior	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4430-03-300	Repairs - Windows/Glass	0.00	50.00	50.00	100.00	500.00	400.00	-100.00	-25.00	600.00
4430-07-000	Contract-Exterminating/Pest Control	0.00	500.00	500.00	100.00	3,477.00	4,000.00	523.00	13.08	6,000.00
4430-11-000	Contract-Plumbing	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4430-13-000	Contract-HVAC - Repairs & Maint	0.00	300.00	300.00	100.00	1,975.00	2,400.00	425.00	17.71	3,600.00
4430-14-000	Contract-Vehicle Maintenance	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4430-18-000	Contract-Alarm Monitoring	0.00	452.55	452.55	100.00	1,935.91	3,620.40	1,684.49	46.53	5,430.60
4430-24-000	Contract-Grounds-Landscaping	0.00	1,000.00	1,000.00	100.00	6,000.00	8,000.00	2,000.00	25.00	12,000.00
4430-24-200	Grounds-Tree Cutting	0.00	500.00	500.00	100.00	3,200.00	4,000.00	800.00	20.00	6,000.00
4430-24-300	Contract-Pressure Wash	0.00	300.00	300.00	100.00	0.00	2,400.00	2,400.00	100.00	3,600.00
4430-26-000	Contract-Security Camera System	0.00	0.00	0.00	N/A	1,992.87	0.00	-1,992.87	N/A	0.00
4430-28-000	Unit Inspections	0.00	300.00	300.00	100.00	0.00	2,400.00	2,400.00	100.00	3,600.00
4430-99-000	Other Contracted Services	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4439-00-000	Total Contract Costs	0.00	3,812.55	3,812.55	100.00	19,080.78	30,500.40	11,419.62	37.44	45,750.60
4499-00-000	TOTAL MAINTENANCE EXPENSES	142.84	8,550.22	8,407.38	98.33	49,593.02	68,401.76	18,808.74	27.50	102,602.64
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	0.00	5,839.31	5,839.31	100.00	19,579.35	46,714.48	27,135.13	58.09	70,071.72
4510-01-000	General Liability Insurance - Auto	0.00	262.50	262.50	100.00	0.00	2,100.00	2,100.00	100.00	3,150.00
4525-00-000	Real Estate Taxes	1,080.40	966.76	-113.64	-11.75	8,643.20	7,734.08	-909.12	-11.75	11,601.12
4570-00-000	Reduction in Rental Income	0.00	85.00	85.00	100.00	0.00	680.00	680.00	100.00	1,020.00
4599-00-000	TOTAL GENERAL EXPENSES	1,080.40	7,153.57	6,073.17	84.90	28,222.55	57,228.56	29,006.01	50.68	85,842.84
4700-00-000	HOUSING ASSISTANCE PAYMENTS									
4715-01-002	Tenant Utility Payments - PH	290.00	648.00	358.00	55.25	4,829.00	5,184.00	355.00	6.85	7,776.00
4715-03-000	FSS Escrow Payments	0.00	625.00	625.00	100.00	4,200.00	5,000.00	800.00	16.00	7,500.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	290.00	1,273.00	983.00	77.22	9,029.00	10,184.00	1,155.00	11.34	15,276.00
4800-00-000	FINANCING EXPENSE									
4851-00-000	HOPE VI Mortgage Note Interest	3,394.31	0.00	-3,394.31	N/A	27,154.48	0.00	-27,154.48	N/A	0.00
4899-00-000	TOTAL FINANCING EXPENSES	3,394.31	0.00	-3,394.31	N/A	27,154.48	0.00	-27,154.48	N/A	0.00
5000-00-000	NON-OPERATING ITEMS									
5100-01-000	Depreciation Expense	2,113.74	2,113.74	0.00	0.00	16,909.92	16,909.92	0.00	0.00	25,364.88
5199-00-000	TOTAL DEPRECIATION/AMORTIZATION	2,113.74	-5,686.26	-7,800.00	-137.17	16,909.92	-45,490.08	-62,400.00	-137.17	-68,235.12
8000-00-000	TOTAL EXPENSES	15,903.64	37,537.93	21,634.29	57.63	208,947.32	300,303.44	91,356.12	30.42	450,455.16
9000-00-000	NET INCOME	12,531.95	-8,983.43	21,515.38	239.50	13,012.84	-72,289.44	85,302.28	118.00	-108,223.16
	Net Income After Depreciation	14,645.69				29,922.76				

Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	33,024.57
1111-15-000	Cash-Payroll	20,926.54
1111-90-000	Petty Cash	600.00
1111-99-000	Total Unrestricted Cash	54,551.11
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	12,250.00
1112-02-000	Cash Restricted - FSS Escrow	13,163.00
1112-04-000	Cash Restricted-Reserve for Replace	15,437.66
1112-99-000	Total Restricted Cash	40,850.66
1119-00-000	TOTAL CASH	95,401.77
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R-Tenants/Vendors	35,625.28
1122-01-000	Allowance for Doubtful Accounts-Tenar	-6,713.91
1122-99-000	TOTAL: AR	28,911.37
1129-20-000	Due from LPHC	75,251.87
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	104,163.24
1160-00-000	OTHER CURRENT ASSETS	
1170-01-000	Eviction Deposit Acct.	500.00
1211-01-000	Prepaid Insurance	7,828.41
1211-02-000	Prepaid Software Licenses	1,733.43
1213-00-000	Utility Deposit	7,060.00
1299-00-000	TOTAL OTHER CURRENT ASSETS	17,121.84
1300-00-000	TOTAL CURRENT ASSETS	216,686.85
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-05-000	Land	34,672.00
1400-06-000	Buildings	892,048.00
1400-06-200	Building Improvements	14,150.00
1400-08-000	Furniture & Fixtures	36,739.53
1405-01-000	Accum Depreciation-Buildings	-318,642.00
1405-02-000	Accum Depreciation- Misc FF&E	-9,553.50
1410-00-000	Intangible Assets	
1410-02-000	Compliance Fees	1,640.00
1410-03-000	Monitoring Fees	41,744.00
1411-01-000	AA Compliance Fees	-1,640.00
1411-02-000	AA Monitoring Fees	-41,744.00

1420-00-000	TOTAL FIXED ASSETS (NET)	649,414.03
1499-00-000	TOTAL NONCURRENT ASSETS	649,414.03
1999-00-000	TOTAL ASSETS	866,100.88
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	3,387.37
2114-00-000	Tenant Security Deposits	12,550.00
2114-02-000	Security Deposit Clearing Account	1,051.00
2119-92-000	Accrued Property Taxes	9,723.60
2119-94-000	Accrued Interest - HOPE VI	868,465.87
2131-00-000	Accrued Interest Payable	48,819.00
2134-00-000	Accrued Interest - Future Advance	27,098.00
2135-00-000	Accrued Payroll & Payroll Taxes	1,772.27
2138-00-000	Accrued Audit Fees	-4,384.41
2138-00-001	Accrued audit fees - LHA	-24,368.80
2145-00-000	Due to Federal Master	4,431.31
2145-05-000	Due to (17) Renaissance Family Non-A	70,061.05
2146-00-000	Due to LPHC General	15,500.00
2149-33-000	Due to Magnolia Pointe Sales	9,111.88
2240-00-000	Tenant Prepaid Rents	1,181.00
2250-00-000	Contract Retentions	19,974.37
2260-00-000	Accrued Compensated Absences-Curre	-2,195.32
2298-00-002	Note Payable PCHD	239,503.97
2299-00-000	TOTAL CURRENT LIABILITIES	1,301,682.16
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	-4,077.01
2307-00-000	FSS Due to Tenant Long Term	13,163.00
2310-01-000	Due to Affiliates	149,859.50
2310-02-000	Due to Partner	19,033.64
2310-03-000	Due to GP	84,778.00
2310-04-000	Due to LP	21,142.00
2310-10-000	Permanent Loan - HOPE VI	714,591.00
2310-30-000	Permanent Loan - LHA	101,380.00
2399-00-000	TOTAL NONCURRENT LIABILITIES	1,099,870.13
2499-00-000	TOTAL LIABILITIES	2,401,552.29
2800-00-000	EQUITY	
2801-00-000	CONTRIBUTED CAPITAL	
2802-01-000	Capital - LP	-1,219,110.00
2802-02-000	Capital - GP2	240,496.13

2805-99-000	TOTAL CONTRIBUTED CAPITAL	<u>-978,613.87</u>
2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	<u>-556,837.54</u>
2809-99-000	TOTAL RETAINED EARNINGS:	-556,837.54
2899-00-000	TOTAL EQUITY	<u>-1,535,451.41</u>
2999-00-000	TOTAL LIABILITIES AND EQUITY	<u>866,100.88</u>

**Renaissance Partnership (.partren)
Budget Comparison**

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3101-00-000	Rental Income									
3111-00-000	Tenant Rent	74,881.00	71,149.00	3,732.00	5.25	571,908.00	569,192.00	2,716.00	0.48	853,788.00
3112-02-000	Gain to Lease Sec8	21,100.00	22,575.00	-1,475.00	-6.53	177,848.00	180,600.00	-2,752.00	-1.52	270,900.00
3115-00-000	Less: Prepaid Rents	0.00	0.00	0.00	N/A	23.00	0.00	23.00	N/A	0.00
3119-00-000	Total Rental Income	95,981.00	93,724.00	2,257.00	2.41	749,779.00	749,792.00	-13.00	0.00	1,124,688.00
3120-00-000	Other Tenant Income									
3120-01-000	Vending Income	0.00	50.00	-50.00	-100.00	0.00	400.00	-400.00	-100.00	600.00
3120-01-100	Laundry Room Income	0.00	365.00	-365.00	-100.00	2,199.10	2,920.00	-720.90	-24.69	4,380.00
3120-03-000	Damages & Cleaning	35.00	300.00	-265.00	-88.33	320.00	2,400.00	-2,080.00	-86.67	3,600.00
3120-04-000	Late and Admin Charges	0.00	50.00	-50.00	-100.00	475.00	400.00	75.00	18.75	600.00
3120-05-000	Legal Fees - Tenant	0.00	50.00	-50.00	-100.00	0.00	400.00	-400.00	-100.00	600.00
3120-06-000	NSF Charges	0.00	10.00	-10.00	-100.00	0.00	80.00	-80.00	-100.00	120.00
3120-09-000	Misc. Tenant Income	0.00	0.00	0.00	N/A	656.00	0.00	656.00	N/A	0.00
3120-10-000	Application Fees	160.00	160.00	0.00	0.00	745.00	1,280.00	-535.00	-41.80	1,920.00
3120-11-000	Forfeited Security Deposits	0.00	150.00	-150.00	-100.00	600.00	1,200.00	-600.00	-50.00	1,800.00
3129-00-000	Total Other Tenant Income	195.00	1,135.00	-940.00	-82.82	4,995.10	9,080.00	-4,084.90	-44.99	13,620.00
3199-00-000	TOTAL TENANT INCOME	96,176.00	94,859.00	1,317.00	1.39	754,774.10	758,872.00	-4,097.90	-0.54	1,138,308.00
3400-00-000	GRANT INCOME									
3401-00-000	Government Subsidy Income	64,782.00	36,247.54	28,534.46	78.72	461,185.66	289,980.32	171,205.34	59.04	434,970.48
3499-00-000	TOTAL GRANT INCOME	64,782.00	36,247.54	28,534.46	78.72	461,185.66	289,980.32	171,205.34	59.04	434,970.48
3600-00-000	OTHER INCOME									
3610-00-000	Interest Income - Restricted	0.00	3,598.02	-3,598.02	-100.00	0.00	28,784.16	-28,784.16	-100.00	43,176.24
3610-01-000	Interest Income - Unrestricted	2,006.95	50.00	1,956.95	3,913.90	21,148.06	400.00	20,748.06	5,187.02	600.00
3690-00-000	Other Income	0.00	0.00	0.00	N/A	49,393.14	0.00	49,393.14	N/A	0.00
3699-00-000	TOTAL OTHER INCOME	2,006.95	3,648.02	-1,641.07	-44.99	70,541.20	29,184.16	41,357.04	141.71	43,776.24
3999-00-000	TOTAL INCOME	162,964.95	134,754.56	28,210.39	20.93	1,286,500.96	1,078,036.48	208,464.48	19.34	1,617,054.72
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	14,654.78	5,335.39	-9,319.39	-174.67	81,676.27	32,729.82	-48,946.45	-149.55	48,099.40
4110-00-001	401K-401A Admin	1,184.50	213.42	-971.08	-455.01	3,976.68	1,309.21	-2,667.47	-203.75	1,924.00
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	1,148.49	426.83	-721.66	-169.07	6,237.36	2,618.39	-3,618.97	-138.21	3,847.96
4110-00-004	Workers Comp Admin	436.78	213.42	-223.36	-104.66	2,436.61	1,309.21	-1,127.40	-86.11	1,924.00
4110-00-006	Legal Shield - Administrative	0.00	56.85	-56.85	100.00	568.50	454.80	-113.70	-25.00	682.20
4110-00-007	Payroll Prep Fees	187.26	53.35	-133.91	-251.00	1,048.70	327.30	-721.40	-220.41	481.00
4110-07-000	Health/Life Insurance	1,831.48	885.34	-946.14	-106.87	12,902.20	7,082.72	-5,819.48	-82.16	10,624.08
4110-99-000	Total Administrative Salaries	19,443.29	7,184.60	-12,258.69	-170.62	108,846.32	45,831.45	-63,014.87	-137.49	67,582.64
4130-00-000	Legal Expense									
4130-00-001	Eviction Legal Fees	0.00	525.00	-525.00	100.00	4,819.74	4,200.00	-619.74	-14.76	6,300.00
4130-02-000	Criminal Background / Credit Checks/L	69.00	100.00	-31.00	31.00	392.10	800.00	-407.90	50.99	1,200.00
4130-04-000	General Legal Expense	41.00	450.00	-409.00	90.89	308.50	3,600.00	-3,291.50	91.43	5,400.00
4130-99-000	Total Legal Expense	110.00	1,075.00	-965.00	89.77	5,520.34	8,600.00	-3,079.66	35.81	12,900.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	0.00	100.00	-100.00	100.00	3,264.41	800.00	-2,464.41	-308.05	1,200.00
4140-00-100	Travel/Mileage	0.00	25.00	-25.00	100.00	0.00	200.00	-200.00	100.00	300.00
4170-00-000	Accounting/Bookkeeping Fees	0.00	1,470.00	-1,470.00	100.00	0.00	11,760.00	-11,760.00	100.00	17,640.00
4171-00-000	Auditing Fees	1,222.40	3,403.24	-2,180.84	64.08	18,900.16	27,225.92	-8,325.76	30.58	40,838.88

**Renaissance Partnership (.partren)
Budget Comparison**

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4173-00-000	Management Fee	13,218.59	11,297.72	-1,920.87	-17.00	105,748.72	90,381.76	-15,366.96	-17.00	135,572.64
4173-01-000	Bookkeeping Fee	1,440.00	0.00	-1,440.00	N/A	11,520.00	0.00	-11,520.00	N/A	0.00
4173-02-000	Asset Management Fee	1,070.00	1,080.00	10.00	0.93	8,560.00	8,640.00	80.00	0.93	12,960.00
4182-00-000	Consultants	2,801.40	75.00	-2,726.40	-3,635.20	3,843.73	600.00	-3,243.73	-540.62	900.00
4189-00-000	Total Other Admin Expenses	19,752.39	17,450.96	-2,301.43	-13.19	151,837.02	139,607.68	-12,229.34	-8.76	209,411.52
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	0.00	20.00	20.00	100.00	381.84	160.00	-221.84	-138.65	240.00
4190-02-000	Printing/Publications & Subscriptions	99.83	130.00	30.17	23.21	764.78	1,040.00	275.22	26.46	1,560.00
4190-03-000	Advertising Publications	0.00	25.00	25.00	100.00	36.92	200.00	163.08	81.54	300.00
4190-04-000	Stationery & Office Supplies	3,189.64	450.00	-2,739.64	-608.81	9,332.17	3,600.00	-5,732.17	-159.23	5,400.00
4190-06-000	Computer Equipment	0.00	300.00	300.00	100.00	0.00	2,400.00	2,400.00	100.00	3,600.00
4190-07-000	Telephone	182.19	1,253.00	1,070.81	85.46	13,842.09	10,024.00	-3,818.09	-38.09	15,036.00
4190-08-000	Postage	185.85	225.00	39.15	17.40	1,982.78	1,800.00	-182.78	-10.15	2,700.00
4190-08-100	Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	4.16	0.00	-4.16	N/A	0.00
4190-09-000	Computer Software License Fees/Exp	1,051.81	1,051.81	0.00	0.00	9,086.20	8,414.48	-671.72	-7.98	12,621.72
4190-10-000	Copiers - Lease & Service	0.00	409.00	409.00	100.00	1,521.42	3,272.00	1,750.58	53.50	4,908.00
4190-11-001	Fee Accounting Contract	570.29	0.00	-570.29	N/A	570.29	0.00	-570.29	N/A	0.00
4190-13-000	Internet	0.00	649.75	649.75	100.00	3,528.08	5,198.00	1,669.92	32.13	7,797.00
4190-19-000	IT Contract Fees	2,519.05	825.00	-1,694.05	-205.34	10,072.24	6,600.00	-3,472.24	-52.61	9,900.00
4190-22-000	Other Misc Admin Expenses	0.00	920.00	920.00	100.00	5,656.63	7,360.00	1,703.37	23.14	11,040.00
4190-22-300	Misc Renting Expense & Compliance C	0.00	0.00	0.00	N/A	12.46	0.00	-12.46	N/A	0.00
4190-23-000	Compliance Fees	894.76	863.40	-31.36	-3.63	5,368.56	6,907.20	1,538.64	22.28	10,360.80
4190-24-000	Govt Licenses-Fees-Permits	680.10	250.00	-430.10	-172.04	1,989.90	2,000.00	10.10	0.50	3,000.00
4191-00-000	Total Miscellaneous Admin Expenses	9,377.68	7,371.96	-2,005.72	-27.21	64,150.52	58,975.68	-5,174.84	-8.77	88,463.52
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	48,683.36	33,082.52	-15,600.84	-47.16	330,354.20	253,014.81	-77,339.39	-30.57	378,357.68
4200-00-000	TENANT SERVICES									
4230-00-000	Resident Services Exp	0.00	200.00	200.00	100.00	0.00	1,600.00	1,600.00	100.00	2,400.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	200.00	200.00	100.00	0.00	1,600.00	1,600.00	100.00	2,400.00
4300-00-000	UTILITIES									
4310-00-000	Water	1,114.17	1,600.00	485.83	30.36	7,591.97	12,800.00	5,208.03	40.69	19,200.00
4320-00-000	Electricity	4,029.05	4,200.00	170.95	4.07	28,436.00	33,600.00	5,164.00	15.37	50,400.00
4340-00-000	Garbage/Trash Removal	1,340.66	1,850.00	509.34	27.53	12,382.15	14,800.00	2,417.85	16.34	22,200.00
4390-00-000	Sewer	3,292.37	4,200.00	907.63	21.61	26,111.58	33,600.00	7,488.42	22.29	50,400.00
4390-01-100	Water/Sewer Combined	0.00	0.00	0.00	N/A	51.90	0.00	-51.90	N/A	0.00
4399-00-000	TOTAL UTILITY EXPENSES	9,776.25	11,850.00	2,073.75	17.50	74,573.60	94,800.00	20,226.40	21.34	142,200.00
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4410-00-000	Maintenance Salaries	25,872.04	30,026.30	4,154.26	13.84	152,446.09	190,166.55	37,720.46	19.84	280,245.44
4410-06-000	401K-401A Maintenance	1,801.50	1,201.05	-600.45	-49.99	7,039.13	7,606.65	567.52	7.46	11,209.80
4410-07-000	Payroll Taxes Maintenance	1,943.05	2,402.10	459.05	19.11	11,632.97	15,213.30	3,580.33	23.53	22,419.60
4410-08-000	Health/Life Insurance Maint.	3,113.55	4,070.53	956.98	23.51	25,598.19	26,609.39	1,011.20	3.80	39,318.60
4410-09-000	Workers Comp Maintenance	770.84	1,201.05	430.21	35.82	4,410.41	7,606.65	3,196.24	42.02	11,209.80
4410-10-000	Payroll Prep Fees Maint.	330.90	300.26	-30.64	-10.20	1,894.69	1,901.68	6.99	0.37	2,802.48
4410-11-000	Legal Shield - Maint	0.00	187.50	187.50	100.00	1,162.95	1,157.00	-5.95	-0.51	1,701.20
4411-00-000	Maintenance Uniforms	216.57	265.00	48.43	18.28	2,337.02	2,120.00	-217.02	-10.24	3,180.00
4413-00-000	Vehicle Repairs/Maint - Gas, Oil, Greas	362.84	750.00	387.16	51.62	7,318.94	6,000.00	-1,318.94	-21.98	9,000.00
4419-00-000	Total General Maint Expense	34,411.29	40,403.79	5,992.50	14.83	213,840.39	258,381.22	44,540.83	17.24	381,086.92
4420-00-000	Materials									
4420-01-000	Supplies-Grounds	0.00	450.00	450.00	100.00	150.38	3,600.00	3,449.62	95.82	5,400.00
4420-01-200	Lawn & Landscape Expenses Non Sala	0.00	0.00	0.00	N/A	511.11	0.00	-511.11	N/A	0.00
4420-02-000	Supplies-Appliance Parts	202.83	950.00	747.17	78.65	2,587.07	7,600.00	5,012.93	65.96	11,400.00
4420-03-000	Supplies-Painting/Decorating	0.00	290.00	290.00	100.00	606.60	2,320.00	1,713.40	73.85	3,480.00
4420-03-100	Hardware Doors/Windows/Locks	492.94	350.00	-142.94	-40.84	1,992.03	2,800.00	807.97	28.86	4,200.00
4420-03-200	Window Treatments	627.19	200.00	-427.19	-213.60	1,757.65	1,600.00	-157.65	-9.85	2,400.00

**Renaissance Partnership (.partren)
Budget Comparison**

Period = Aug 2025
Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4420-04-000	Electrical - Supplies/Fixtures	2,807.49	750.00	-2,057.49	-274.33	6,045.55	6,000.00	-45.55	-0.76	9,000.00
4420-05-000	Supplies-Exterminating	16.02	0.00	-16.02	N/A	272.58	0.00	-272.58	N/A	0.00
4420-06-000	Supplies-Janitorial/Cleaning	1,597.35	280.00	-1,317.35	-470.48	6,050.42	2,240.00	-3,810.42	-170.11	3,360.00
4420-07-000	Repairs - Materials & Supplies	349.66	350.00	0.34	0.10	824.56	2,800.00	1,975.44	70.55	4,200.00
4420-08-000	Supplies-Plumbing	654.40	780.00	125.60	16.10	3,114.04	6,240.00	3,125.96	50.10	9,360.00
4420-09-000	Supplies- Tools Equipmt	0.00	50.00	50.00	100.00	159.01	400.00	240.99	60.25	600.00
4420-10-000	Maint - Miscellaneous Supplies	206.39	200.00	-6.39	-3.20	389.20	1,600.00	1,210.80	75.68	2,400.00
4420-10-100	Countertops/Cabinets	1,290.00	400.00	-890.00	-222.50	4,025.00	3,200.00	-825.00	-25.78	4,800.00
4420-10-200	Carpet and Flooring Supplies	628.80	0.00	-628.80	N/A	628.80	0.00	-628.80	N/A	0.00
4420-11-000	Supplies- HVAC	392.46	375.00	-17.46	-4.66	5,451.66	3,000.00	-2,451.66	-81.72	4,500.00
4420-12-000	Supplies- Painting	2,215.39	330.00	-1,885.39	-571.33	5,266.12	2,640.00	-2,626.12	-99.47	3,960.00
4429-00-000	Total Materials	11,480.92	5,755.00	-5,725.92	-99.49	39,831.78	46,040.00	6,208.22	13.48	69,060.00
4430-00-000	Contract Costs									
4430-01-000	Contract-Fire Alarm/Extinguisher	0.00	450.00	450.00	100.00	0.00	3,600.00	3,600.00	100.00	5,400.00
4430-03-000	Contract-Building Repairs - Exterior	0.00	300.00	300.00	100.00	0.00	2,400.00	2,400.00	100.00	3,600.00
4430-03-300	Repairs - Windows/Glass	0.00	350.00	350.00	100.00	906.00	2,800.00	1,894.00	67.64	4,200.00
4430-05-000	Contract-Decorating/Painting	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4430-06-000	Contract-Electrical	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4430-07-000	Contract-Exterminating/Pest Control	1,605.00	987.00	-618.00	-62.61	13,720.00	7,896.00	-5,824.00	-73.76	11,844.00
4430-09-000	Contract-Other	0.00	150.00	150.00	100.00	0.00	1,200.00	1,200.00	100.00	1,800.00
4430-13-000	Contract-HVAC - Repairs & Maint	2,675.00	1,000.00	-1,675.00	-167.50	5,950.00	8,000.00	2,050.00	25.62	12,000.00
4430-13-400	Repairs/Maint - A/C Units	750.00	0.00	-750.00	N/A	750.00	0.00	-750.00	N/A	0.00
4430-17-000	Contract-Elevator Monitoring	0.00	800.00	800.00	100.00	8,460.50	6,400.00	-2,060.50	-32.20	9,600.00
4430-18-000	Contract-Alarm Monitoring	1,204.12	1,707.00	502.88	29.46	9,651.96	13,656.00	4,004.04	29.32	20,484.00
4430-23-000	Contract-Consultants	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4430-24-000	Contract-Grounds-Landscaping	8,000.00	5,000.00	-3,000.00	-60.00	33,000.00	40,000.00	7,000.00	17.50	60,000.00
4430-24-200	Grounds-Tree Cutting	0.00	1,100.00	1,100.00	100.00	0.00	8,800.00	8,800.00	100.00	13,200.00
4430-24-300	Contract-Pressure Wash	0.00	1,000.00	1,000.00	100.00	5,250.00	8,000.00	2,750.00	34.38	12,000.00
4430-26-000	Contract-Security Camera System	0.00	0.00	0.00	N/A	3,338.76	0.00	-3,338.76	N/A	0.00
4430-27-000	Contract - Lease	2,082.05	1,110.69	-971.36	-87.46	12,376.78	8,885.52	-3,491.26	-39.29	13,328.28
4430-28-000	Unit Inspections	0.00	850.00	850.00	100.00	4,050.00	6,800.00	2,750.00	40.44	10,200.00
4439-00-000	Total Contract Costs	16,316.17	15,104.69	-1,211.48	-8.02	97,454.00	120,837.52	23,383.52	19.35	181,256.28
4499-00-000	TOTAL MAINTENANCE EXPENSES	62,208.38	61,263.48	-944.90	-1.54	351,126.17	425,258.74	74,132.57	17.43	631,403.20
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	27,289.98	23,511.14	-3,778.84	-16.07	175,828.71	188,089.12	12,260.41	6.52	282,133.68
4510-01-000	General Liability Insurance - Auto	0.00	810.00	810.00	100.00	0.00	6,480.00	6,480.00	100.00	9,720.00
4570-00-000	Reduction in Rental Income	0.00	350.00	350.00	100.00	18.00	2,800.00	2,782.00	99.36	4,200.00
4599-00-000	TOTAL GENERAL EXPENSES	27,289.98	24,671.14	-2,618.84	-10.62	175,846.71	197,369.12	21,522.41	10.90	296,053.68
4700-00-000	HOUSING ASSISTANCE PAYMENTS									
4715-01-000	Tenant Utility Payments-S8	0.00	0.00	0.00	N/A	1,088.00	0.00	-1,088.00	N/A	0.00
4715-01-002	Tenant Utility Payments - PH	2,963.00	1,539.00	-1,424.00	-92.53	16,572.00	12,312.00	-4,260.00	-34.60	18,468.00
4715-03-000	FSS Escrow Payments	1,980.01	3,304.00	1,323.99	40.07	27,245.04	26,432.00	-813.04	-3.08	39,648.00
4715-03-002	FSS Escrow Forfeitures/Adjustments	0.00	0.00	0.00	N/A	-537.00	0.00	537.00	N/A	0.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	4,943.01	4,843.00	-100.01	-2.06	44,368.04	38,744.00	-5,624.04	-14.52	58,116.00
4800-00-000	FINANCING EXPENSE									
4856-00-000	TD Bank Loan	25,007.75	20,639.37	-4,368.38	-21.17	177,363.66	165,114.96	-12,248.70	-7.42	247,672.44
4857-00-000	Debt Service Contra Account	-16,427.40	-16,314.22	113.18	0.69	-130,239.83	-130,513.76	-273.93	-0.21	-195,770.64
4899-00-000	TOTAL FINANCING EXPENSES	8,580.35	4,325.15	-4,255.20	-98.38	47,123.83	34,601.20	-12,522.63	-36.19	51,901.80
5000-00-000	NON-OPERATING ITEMS									
5100-01-000	Depreciation Expense	57,653.22	67,122.00	9,468.78	14.11	461,225.76	536,976.00	75,750.24	14.11	805,464.00
5100-50-000	Amortization Expense	247.99	247.99	0.00	0.00	1,983.92	1,983.92	0.00	0.00	2,975.88
5199-00-000	TOTAL DEPRECIATION/AMORTIZATION	57,901.21	67,370.00	9,468.78	14.11	463,209.68	538,960.00	75,750.24	14.11	808,439.88

Renaissance Partnership (.partren)
Budget Comparison

Period = Aug 2025
Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
8000-00-000	TOTAL EXPENSES	219,382.54	156,555.28	-62,827.26	-297.05	1,486,602.23	1,175,947.79	-310,654.44	-186.40	1,756,272.24
9000-00-000	NET INCOME	-56,417.59	-21,800.72	91,037.65	317.98	-200,101.27	-97,911.31	519,118.92	205.74	-139,217.52
	Net Income After Depresiation	1,483.62				263,108.41				

Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	33,024.57
1111-15-000	Cash-Payroll	20,926.54
1111-90-000	Petty Cash	600.00
1111-99-000	Total Unrestricted Cash	54,551.11
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	12,250.00
1112-02-000	Cash Restricted - FSS Escrow	13,163.00
1112-04-000	Cash Restricted-Reserve for Replace	15,437.66
1112-99-000	Total Restricted Cash	40,850.66
1119-00-000	TOTAL CASH	95,401.77
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R-Tenants/Vendors	35,625.28
1122-01-000	Allowance for Doubtful Accounts-Tenar	-6,713.91
1122-99-000	TOTAL: AR	28,911.37
1129-20-000	Due from LPHC	75,251.87
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	104,163.24
1160-00-000	OTHER CURRENT ASSETS	
1170-01-000	Eviction Deposit Acct.	500.00
1211-01-000	Prepaid Insurance	7,828.41
1211-02-000	Prepaid Software Licenses	1,733.43
1213-00-000	Utility Deposit	7,060.00
1299-00-000	TOTAL OTHER CURRENT ASSETS	17,121.84
1300-00-000	TOTAL CURRENT ASSETS	216,686.85
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-05-000	Land	34,672.00
1400-06-000	Buildings	892,048.00
1400-06-200	Building Improvements	14,150.00
1400-08-000	Furniture & Fixtures	36,739.53
1405-01-000	Accum Depreciation-Buildings	-318,642.00
1405-02-000	Accum Depreciation- Misc FF&E	-9,553.50
1410-00-000	Intangible Assets	
1410-02-000	Compliance Fees	1,640.00
1410-03-000	Monitoring Fees	41,744.00
1411-01-000	AA Compliance Fees	-1,640.00
1411-02-000	AA Monitoring Fees	-41,744.00

1420-00-000	TOTAL FIXED ASSETS (NET)	649,414.03
1499-00-000	TOTAL NONCURRENT ASSETS	649,414.03
1999-00-000	TOTAL ASSETS	866,100.88
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	3,387.37
2114-00-000	Tenant Security Deposits	12,550.00
2114-02-000	Security Deposit Clearing Account	1,051.00
2119-92-000	Accrued Property Taxes	9,723.60
2119-94-000	Accrued Interest - HOPE VI	868,465.87
2131-00-000	Accrued Interest Payable	48,819.00
2134-00-000	Accrued Interest - Future Advance	27,098.00
2135-00-000	Accrued Payroll & Payroll Taxes	1,772.27
2138-00-000	Accrued Audit Fees	-4,384.41
2138-00-001	Accrued audit fees - LHA	-24,368.80
2145-00-000	Due to Federal Master	4,431.31
2145-05-000	Due to (17) Renaissance Family Non-A	70,061.05
2146-00-000	Due to LPHC General	15,500.00
2149-33-000	Due to Magnolia Pointe Sales	9,111.88
2240-00-000	Tenant Prepaid Rents	1,181.00
2250-00-000	Contract Retentions	19,974.37
2260-00-000	Accrued Compensated Absences-Curre	-2,195.32
2298-00-002	Note Payable PCHD	239,503.97
2299-00-000	TOTAL CURRENT LIABILITIES	1,301,682.16
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	-4,077.01
2307-00-000	FSS Due to Tenant Long Term	13,163.00
2310-01-000	Due to Affiliates	149,859.50
2310-02-000	Due to Partner	19,033.64
2310-03-000	Due to GP	84,778.00
2310-04-000	Due to LP	21,142.00
2310-10-000	Permanent Loan - HOPE VI	714,591.00
2310-30-000	Permanent Loan - LHA	101,380.00
2399-00-000	TOTAL NONCURRENT LIABILITIES	1,099,870.13
2499-00-000	TOTAL LIABILITIES	2,401,552.29
2800-00-000	EQUITY	
2801-00-000	CONTRIBUTED CAPITAL	
2802-01-000	Capital - LP	-1,219,110.00
2802-02-000	Capital - GP2	240,496.13

2805-99-000	TOTAL CONTRIBUTED CAPITAL	-978,613.87
2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	-556,837.54
2809-99-000	TOTAL RETAINED EARNINGS:	-556,837.54
2899-00-000	TOTAL EQUITY	-1,535,451.41
2999-00-000	TOTAL LIABILITIES AND EQUITY	866,100.88

Colton Meadow, LLLP (56)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3101-00-000	Rental Income									
3111-00-000	Tenant Rent	57,259.00	45,574.50	11,684.50	25.64	405,275.50	364,596.00	40,679.50	11.16	546,894.00
3112-02-000	Gain to Lease Sec8	20,158.00	27,169.50	-7,011.50	-25.81	181,946.50	217,356.00	-35,409.50	-16.29	326,034.00
3119-00-000	Total Rental Income	77,417.00	72,744.00	4,673.00	6.42	587,222.00	581,952.00	5,270.00	0.91	872,928.00
3120-00-000	Other Tenant Income									
3120-03-000	Damages & Cleaning	0.00	150.00	-150.00	-100.00	70.00	1,200.00	-1,130.00	-94.17	1,800.00
3120-04-000	Late and Admin Charges	30.00	50.00	-20.00	-40.00	360.00	400.00	-40.00	-10.00	600.00
3120-05-000	Legal Fees - Tenant	0.00	50.00	-50.00	-100.00	0.00	400.00	-400.00	-100.00	600.00
3120-06-000	NSF Charges	0.00	25.00	-25.00	-100.00	0.00	200.00	-200.00	-100.00	300.00
3120-09-000	Misc. Tenant Income	0.00	15.00	-15.00	-100.00	0.00	120.00	-120.00	-100.00	180.00
3120-10-000	Application Fees	90.00	60.00	30.00	50.00	300.00	480.00	-180.00	-37.50	720.00
3120-11-000	Forfeited Security Deposits	0.00	100.00	-100.00	-100.00	0.00	800.00	-800.00	-100.00	1,200.00
3129-00-000	Total Other Tenant Income	120.00	450.00	-330.00	-73.33	730.00	3,600.00	-2,870.00	-79.72	5,400.00
3199-00-000	TOTAL TENANT INCOME	77,537.00	73,194.00	4,343.00	5.93	587,952.00	585,552.00	2,400.00	0.41	878,328.00
3600-00-000	OTHER INCOME									
3610-00-000	Interest Income - Restricted	0.00	2,167.75	-2,167.75	-100.00	16,034.17	17,342.00	-1,307.83	-7.54	26,013.00
3610-01-000	Interest Income - Unrestricted	28.66	35.00	-6.34	-18.11	823.21	280.00	543.21	194.00	420.00
3699-00-000	TOTAL OTHER INCOME	28.66	2,202.75	-2,174.09	-98.70	16,857.38	17,622.00	-764.62	-4.34	26,433.00
3999-00-000	TOTAL INCOME	77,565.66	75,396.75	2,168.91	2.88	604,809.38	603,174.00	1,635.38	0.27	904,761.00
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	8,594.27	7,284.85	-1,309.42	-17.97	45,841.71	46,137.40	295.69	0.64	67,991.96
4110-00-001	401K-401A Admin	495.21	291.39	-203.82	-69.95	1,729.62	1,845.47	115.85	6.28	2,719.64
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	665.20	582.79	-82.41	-14.14	3,552.27	3,691.02	138.75	3.76	5,439.40
4110-00-004	Workers Comp Admin	181.74	291.39	-109.65	-37.63	1,053.95	1,845.47	791.52	42.89	2,719.64
4110-00-006	Legal Shield - Administrative	0.00	36.90	-36.90	-100.00	258.30	285.70	-27.40	-9.59	427.60
4110-00-007	Payroll Prep Fees	77.96	72.85	-5.11	-7.01	489.18	461.40	27.78	-6.02	679.96
4110-07-000	Health/Life Insurance	824.76	1,349.46	-524.70	-38.88	6,286.67	8,240.68	-1,954.01	-23.71	12,105.52
4110-99-000	Total Administrative Salaries	10,839.14	9,909.63	-929.51	-9.38	59,211.70	62,507.14	-3,295.44	-5.27	92,083.72
4130-00-000	Legal Expense									
4130-00-001	Eviction Legal Fees	199.00	350.00	-151.00	-43.14	2,012.46	2,800.00	-787.54	-28.13	4,200.00
4130-01-000	Unlawful Detainers	0.00	0.00	0.00	N/A	1,000.00	0.00	-1,000.00	N/A	0.00
4130-02-000	Criminal Background / Credit Checks/L	0.00	75.00	-75.00	-100.00	367.35	600.00	-232.65	-38.78	900.00
4130-04-000	General Legal Expense	5,824.50	150.00	-5,674.50	-3,783.00	6,513.00	1,200.00	-5,313.00	-442.75	1,800.00
4130-99-000	Total Legal Expense	6,023.50	575.00	-5,448.50	-947.57	9,892.81	4,600.00	-5,292.81	-115.06	6,900.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	0.00	420.00	-420.00	-100.00	1,458.67	3,360.00	-1,901.33	-56.59	5,040.00
4170-00-000	Accounting/Bookkeeping Fees	540.00	540.00	0.00	0.00	4,320.00	4,320.00	0.00	0.00	6,480.00
4171-00-000	Auditing Fees	1,107.03	992.22	-114.81	-11.57	14,198.69	7,937.76	-6,260.93	-78.88	11,906.64
4173-00-000	Management Fee	5,446.13	4,674.86	-771.27	-16.50	40,029.14	37,398.88	2,630.26	-7.03	56,098.32
4173-03-000	Asset Management Fee-FHFC	0.00	400.00	-400.00	-100.00	3,000.00	3,200.00	-200.00	-6.25	4,800.00
4189-00-000	Total Other Admin Expenses	7,093.16	7,027.08	-66.08	-0.94	63,006.50	56,216.64	-6,789.86	-12.08	84,324.96
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	0.00	150.00	-150.00	-100.00	577.17	1,200.00	-622.83	-51.90	1,800.00
4190-02-000	Printing/Publications & Subscriptions	45.26	95.00	-49.74	-52.36	436.76	760.00	-323.24	-42.53	1,140.00
4190-03-000	Advertising Publications	550.00	450.00	-100.00	-22.22	2,200.00	3,600.00	-1,400.00	-38.89	5,400.00
4190-04-000	Stationery & Office Supplies	0.00	290.00	-290.00	-100.00	876.48	2,320.00	-1,443.52	-62.22	3,480.00

Colton Meadow, LLLP (56)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-06-000	Computer Equipment	337.85	60.00	-277.85	-463.08	337.85	480.00	142.15	29.61	720.00
4190-07-000	Telephone	82.02	150.00	67.98	45.32	2,092.12	1,200.00	-892.12	-74.34	1,800.00
4190-08-000	Postage	15.24	25.00	9.76	39.04	479.51	200.00	-279.51	-139.76	300.00
4190-08-100	Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	4.16	0.00	-4.16	N/A	0.00
4190-09-000	Computer Software License Fees/Exp	388.86	388.86	0.00	0.00	3,110.88	3,110.88	0.00	0.00	4,666.32
4190-10-000	Copiers - Lease & Service	0.00	75.00	75.00	100.00	465.29	600.00	134.71	22.45	900.00
4190-11-001	Fee Accounting Contract	570.29	0.00	-570.29	N/A	570.29	0.00	-570.29	N/A	0.00
4190-13-000	Internet	180.00	260.00	80.00	30.77	1,498.88	2,080.00	581.12	27.94	3,120.00
4190-19-000	IT Contract Fees	1,450.44	560.00	-890.44	-159.01	5,984.16	4,480.00	-1,504.16	-33.58	6,720.00
4190-22-000	Other Misc Admin Expenses	0.00	200.00	200.00	100.00	787.23	1,600.00	812.77	50.80	2,400.00
4190-23-000	Compliance Fees	360.32	348.80	-11.52	-3.30	2,169.56	2,790.40	620.84	22.25	4,185.60
4190-24-000	Govt Licenses-Fees-Permits	330.60	315.00	-15.60	-4.95	1,088.90	2,520.00	1,431.10	56.79	3,780.00
4191-00-000	Total Miscellaneous Admin Expenses	4,315.04	3,367.66	-947.38	-28.13	22,679.24	26,941.28	4,262.04	15.82	40,411.92
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	28,270.84	20,879.37	-7,391.47	-35.40	154,790.25	150,265.06	-4,525.19	-3.01	223,720.60
4200-00-000	TENANT SERVICES									
4230-00-000	Resident Services Exp	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4300-00-000	UTILITIES									
4320-00-000	Electricity	649.72	800.00	150.28	18.78	4,360.46	6,400.00	2,039.54	31.87	9,600.00
4340-00-000	Garbage/Trash Removal	5,064.09	3,500.00	-1,564.09	-44.69	34,667.79	28,000.00	-6,667.79	-23.81	42,000.00
4390-01-100	Water/Sewer Combined	6,138.94	5,900.00	-238.94	-4.05	46,931.31	47,200.00	268.69	0.57	70,800.00
4399-00-000	TOTAL UTILITY EXPENSES	11,852.75	10,200.00	-1,652.75	-16.20	85,959.56	81,600.00	-4,359.56	-5.34	122,400.00
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4410-00-000	Maintenance Salaries	6,985.94	4,488.10	-2,497.84	-55.65	46,361.58	38,460.78	-7,900.80	-20.54	58,969.16
4410-06-000	401K-401A Maintenance	442.71	179.52	-263.19	-146.61	1,721.90	1,538.40	-183.50	-11.93	2,358.72
4410-07-000	Payroll Taxes Maintenance	529.13	359.05	-170.08	-47.37	3,531.13	3,076.88	-454.25	-14.76	4,717.56
4410-08-000	Health/Life Insurance Maint.	1,736.85	568.92	-1,167.93	-205.29	12,834.35	5,637.20	-7,197.15	-127.67	8,998.72
4410-09-000	Workers Comp Maintenance	208.09	179.52	-28.57	-15.91	1,294.10	1,538.40	244.30	15.88	2,358.72
4410-10-000	Payroll Prep Fees Maint.	89.43	44.88	-44.55	-99.26	570.37	384.60	-185.77	-48.30	589.68
4410-11-000	Legal Shield - Maint	0.00	40.00	40.00	100.00	310.10	339.70	29.60	8.71	519.40
4411-00-000	Maintenance Uniforms	52.06	70.00	17.94	25.63	117.90	580.00	462.10	79.67	880.00
4413-00-000	Vehicle Repairs/Maint - Gas, Oil, Grease	39.09	400.00	360.91	90.23	1,425.28	3,300.00	1,874.72	56.81	5,000.00
4419-00-000	Total General Maint Expense	10,083.30	6,329.99	-3,753.31	-59.29	68,166.71	54,855.96	-13,310.75	-24.26	84,391.96
4420-00-000	Materials									
4420-01-000	Supplies-Grounds	0.00	650.00	650.00	100.00	4,929.12	5,200.00	270.88	5.21	7,800.00
4420-01-200	Lawn & Landscape Expenses Non Sala	0.00	0.00	0.00	N/A	511.11	0.00	-511.11	N/A	0.00
4420-01-300	Seasonal Labor	0.00	0.00	0.00	N/A	472.81	0.00	-472.81	N/A	0.00
4420-02-000	Supplies-Appliance Parts	325.54	1,000.00	674.46	67.45	3,193.82	8,000.00	4,806.18	60.08	12,000.00
4420-03-000	Supplies-Painting/Decorating	0.00	125.00	125.00	100.00	0.00	1,000.00	1,000.00	100.00	1,500.00
4420-03-100	Hardware Doors/Windows/Locks	431.56	100.00	-331.56	-331.56	945.83	800.00	-145.83	-18.23	1,200.00
4420-03-200	Window Treatments	0.00	130.00	130.00	100.00	1,025.75	1,040.00	14.25	1.37	1,560.00
4420-04-000	Electrical - Supplies/Fixtures	196.12	900.00	703.88	78.21	1,806.19	7,200.00	5,393.81	74.91	10,800.00
4420-05-000	Supplies-Exterminating	36.14	0.00	-36.14	N/A	166.25	0.00	-166.25	N/A	0.00
4420-06-000	Supplies-Janitorial/Cleaning	201.98	150.00	-51.98	-34.65	470.45	1,200.00	729.55	60.80	1,800.00
4420-07-000	Repairs - Materials & Supplies	6.39	100.00	93.61	93.61	258.13	800.00	541.87	67.73	1,200.00
4420-08-000	Supplies-Plumbing	51.98	870.00	818.02	94.03	4,758.56	6,960.00	2,201.44	31.63	10,440.00
4420-09-000	Supplies- Tools Equipmt	27.79	150.00	122.21	81.47	41.65	1,200.00	1,158.35	96.53	1,800.00
4420-09-100	Security Equipment,Locks,Alarms	0.00	300.00	300.00	100.00	0.00	2,400.00	2,400.00	100.00	3,600.00
4420-10-000	Maint - Miscellaneous Supplies	0.00	400.00	400.00	100.00	353.41	3,200.00	2,846.59	88.96	4,800.00
4420-11-000	Supplies- HVAC	406.54	300.00	-106.54	-35.51	2,762.48	2,400.00	-362.48	-15.10	3,600.00
4420-12-000	Supplies- Painting	762.45	200.00	-562.45	-281.23	3,848.71	1,600.00	-2,248.71	-140.54	2,400.00
4429-00-000	Total Materials	2,446.49	5,375.00	2,928.51	54.48	25,544.27	43,000.00	17,455.73	40.59	64,500.00
4430-00-000	Contract Costs									

Colton Meadow, LLLP (56)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4430-01-000	Contract-Fire Alarm/Extinguisher	0.00	160.00	160.00	100.00	0.00	1,280.00	1,280.00	100.00	1,920.00
4430-03-000	Contract-Building Repairs - Exterior	0.00	300.00	300.00	100.00	0.00	2,400.00	2,400.00	100.00	3,600.00
4430-03-100	Contract-Building Repairs - Interior	0.00	150.00	150.00	100.00	0.00	1,200.00	1,200.00	100.00	1,800.00
4430-03-300	Repairs - Windows/Glass	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4430-05-000	Contract-Decorating/Painting	0.00	75.00	75.00	100.00	0.00	600.00	600.00	100.00	900.00
4430-07-000	Contract-Exterminating/Pest Control	425.02	550.00	124.98	22.72	3,344.44	4,400.00	1,055.56	23.99	6,600.00
4430-13-000	Contract-HVAC - Repairs & Maint	1,825.00	1,000.00	-825.00	-82.50	3,625.00	8,000.00	4,375.00	54.69	12,000.00
4430-18-000	Contract-Alarm Monitoring	647.48	594.00	-53.48	-9.00	4,265.11	4,752.00	486.89	10.25	7,128.00
4430-23-000	Contract-Consultants	0.00	0.00	0.00	N/A	256.88	0.00	-256.88	N/A	0.00
4430-24-000	Contract-Grounds-Landscaping	7,100.00	2,585.00	-4,515.00	-174.66	19,275.91	20,680.00	1,404.09	6.79	31,020.00
4430-24-300	Contract-Pressure Wash	0.00	739.58	739.58	100.00	9,300.00	5,916.64	-3,383.36	-57.18	8,874.96
4430-26-000	Contract-Security Camera System	0.00	50.00	50.00	100.00	3,338.76	400.00	-2,938.76	-734.69	600.00
4430-27-000	Contract - Lease	1,910.04	1,271.52	-638.52	-50.22	11,031.67	10,172.16	-859.51	-8.45	15,258.24
4430-28-000	Unit Inspections	0.00	400.00	400.00	100.00	0.00	3,200.00	3,200.00	100.00	4,800.00
4439-00-000	Total Contract Costs	11,907.54	7,900.10	-4,007.44	-50.73	54,437.77	63,200.80	8,763.03	13.87	94,801.20
4499-00-000	TOTAL MAINTENANCE EXPENSES	24,437.33	19,605.09	-4,832.24	-24.65	148,148.75	161,056.76	12,908.01	8.01	243,693.16
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	8,415.71	9,377.71	962.00	10.26	106,704.89	75,021.68	-31,683.21	-42.23	112,532.52
4510-01-000	General Liability Insurance - Auto	0.00	658.75	658.75	100.00	2,635.00	5,270.00	2,635.00	50.00	7,905.00
4525-00-000	Real Estate Taxes	3,485.63	2,769.95	-715.68	-25.84	27,885.04	22,159.60	-5,725.44	-25.84	33,239.40
4570-00-000	Reduction in Rental Income	0.00	250.00	250.00	100.00	0.00	2,000.00	2,000.00	100.00	3,000.00
4599-00-000	TOTAL GENERAL EXPENSES	11,901.34	13,056.41	1,155.07	8.85	137,224.93	104,451.28	-32,773.65	-31.38	156,676.92
4800-00-000	FINANCING EXPENSE									
4853-02-000	Loan Servicing Fee	0.00	223.20	223.20	100.00	12,418.24	1,785.60	-10,632.64	-595.47	2,678.40
4855-00-000	Interest Expense-Mortgage	1,026.19	1,026.19	0.00	0.00	8,209.52	8,209.52	0.00	0.00	12,314.28
4855-03-000	Interest Expense - Home Loan	152.16	152.16	0.00	0.00	1,210.10	1,217.28	7.18	0.59	1,825.92
4855-04-000	Interest Expense - LHA	2,818.00	2,818.00	0.00	0.00	22,544.00	22,544.00	0.00	0.00	33,816.00
4899-00-000	TOTAL FINANCING EXPENSES	3,996.35	4,219.55	223.20	5.29	44,381.86	33,756.40	-10,625.46	-31.48	50,634.60
5000-00-000	NON-OPERATING ITEMS									
5100-01-000	Depreciation Expense	39,177.19	39,177.19	0.00	0.00	313,417.52	313,417.52	0.00	0.00	470,126.28
5100-50-000	Amortization Expense	1,159.42	1,159.42	0.00	0.00	9,275.36	9,275.36	0.00	0.00	13,913.04
5199-00-000	TOTAL DEPRECIATION/AMORTIZATION	40,336.61	26,316.61	-14,020.00	-53.27	322,692.88	210,532.88	-112,160.00	-53.27	315,799.32
8000-00-000	TOTAL EXPENSES	116,798.87	90,107.48	-26,691.39	-20.67	848,816.37	708,305.98	-140,510.39	15.01	1,062,890.00
9000-00-000	NET INCOME	-39,233.21	-14,710.73	28,860.30	23.55	-244,006.99	-105,131.98	142,145.77	-14.74	-158,129.00
	Net Income After Depreciation	1,103.40				78,685.89				

Colton Meadow, LLLP (56)

Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	-33,919.40
1111-15-000	Cash-Payroll	-4,894.66
1111-90-000	Petty Cash	600.00
1111-99-000	Total Unrestricted Cash	-38,214.06
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	28,875.00
1112-03-000	Cash Restricted-Operating Reserve	462,784.89
1112-04-000	Cash Restricted-Reserve for Replace	250,008.86
1112-05-000	Cash-Tax & Insurance Escrow	104,199.41
1112-99-000	Total Restricted Cash	845,868.16
1119-00-000	TOTAL CASH	807,654.10
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R-Tenants/Vendors	10,065.03
1122-99-000	TOTAL: AR	10,065.03
1129-39-000	Due from Colton Meadow GP, Inc.	101,151.61
1129-99-000	TOTAL: DUE FROM	101,151.61
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	111,216.64
1160-00-000	OTHER CURRENT ASSETS	
1170-01-000	Eviction Deposit Acct.	2,000.00
1211-00-000	Prepaid Expenses and Other Assets	1,704.07
1211-01-000	Prepaid Insurance	50,494.26
1211-02-000	Prepaid Software Licenses	6,720.00
1213-00-000	Utility Deposit	5,000.00
1299-00-000	TOTAL OTHER CURRENT ASSETS	65,918.33
1300-00-000	TOTAL CURRENT ASSETS	984,789.07
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-05-000	Land	300,000.00
1400-06-000	Buildings	856,353.89
1400-06-100	Building Acquisition	2,010,000.00
1400-06-200	Building Improvements	5,861,925.11
1400-07-000	Machinery & Equipment	67,970.48
1400-07-001	Automobiles/Vehicles	15,484.50
1400-08-000	Furniture & Fixtures	1,503,657.00
1400-10-000	Site Improvement-Infrastructure	1,496,187.97
1405-01-000	Accum Depreciation-Buildings	-6,259,308.91

1410-00-000	Intangible Assets	
1410-02-001	Amortization Tax Credit Fees	-202,883.64
1410-03-000	Monitoring Fees	208,695.00
1420-00-000	TOTAL FIXED ASSETS (NET)	5,858,081.40
1450-01-000	Site Improvement	16,364.00
1470-01-000	Non-Dwelling Structures	28,019.32
1475-01-000	Non-Dwelling Equipment	60,262.45
1499-00-000	TOTAL NONCURRENT ASSETS	5,962,727.17
1999-00-000	TOTAL ASSETS	6,947,516.24
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	18,777.12
2114-00-000	Tenant Security Deposits	27,475.00
2114-02-000	Security Deposit Clearing Account	-2,851.00
2114-03-000	Security Deposit-Pet	1,400.00
2119-92-000	Accrued Property Taxes	31,370.62
2119-96-000	Accrued Management Fee Payable	3,000.00
2131-00-000	Accrued Interest Payable	18,986.73
2135-00-000	Accrued Payroll & Payroll Taxes	3,283.30
2138-00-000	Accrued Audit Fees	3,875.79
2149-29-000	Due to Polk County Developers, Inc.	362,901.17
2149-96-000	Due to Central Office Cost Center	2,209.14
2240-00-000	Tenant Prepaid Rents	5,207.68
2260-00-000	Accrued Compensated Absences-Curren	1,384.80
2296-00-000	First Mortgage - TCAP	1,231,424.00
2296-01-000	Tax Credit Exchange Program (TCEP)	1,021,913.40
2296-02-000	HOME Funds	115,899.60
2297-00-000	Mortgage Note Payable	450,845.00
2299-00-000	TOTAL CURRENT LIABILITIES	3,294,102.35
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	2,571.78
2399-00-000	TOTAL NONCURRENT LIABILITIES	5,571.78
2499-00-000	TOTAL LIABILITIES	3,299,674.13
2800-00-000	EQUITY	
2801-00-000	CONTRIBUTED CAPITAL	
2802-01-000	Capital - LP	1,205,286.00
2803-00-000	GP Equity	46.12
2805-99-000	TOTAL CONTRIBUTED CAPITAL	1,205,332.12

2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	<u>2,442,509.99</u>
2809-99-000	TOTAL RETAINED EARNINGS:	2,442,509.99
2899-00-000	TOTAL EQUITY	<u>3,647,842.11</u>
2999-00-000	TOTAL LIABILITIES AND EQUITY	<u>6,947,516.24</u>

Villas at Lake Bonnet, LLLP (57)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3101-00-000	Rental Income									
3111-00-000	Tenant Rent	50,133.00	46,357.00	3,776.00	8.15	373,847.35	370,856.00	2,991.35	0.81	556,284.00
3112-02-000	Gain to Lease Sec8	25,590.00	26,787.00	-1,197.00	-4.47	200,510.00	214,296.00	-13,786.00	-6.43	321,444.00
3119-00-000	Total Rental Income	75,723.00	73,144.00	2,579.00	3.53	574,357.35	585,152.00	-10,794.65	-1.84	877,728.00
3120-00-000	Other Tenant Income									
3120-03-000	Damages & Cleaning	0.00	65.00	-65.00	-100.00	10.00	520.00	-510.00	-98.08	780.00
3120-04-000	Late and Admin Charges	0.00	50.00	-50.00	-100.00	210.00	400.00	-190.00	-47.50	600.00
3120-05-000	Legal Fees - Tenant	0.00	25.00	-25.00	-100.00	0.00	200.00	-200.00	-100.00	300.00
3120-07-000	Tenant Owed Utilities	0.00	25.00	-25.00	-100.00	0.00	200.00	-200.00	-100.00	300.00
3120-09-000	Misc. Tenant Income	0.00	50.00	-50.00	-100.00	1,200.00	400.00	800.00	200.00	600.00
3120-10-000	Application Fees	-30.00	50.00	-80.00	-160.00	370.00	400.00	-30.00	-7.50	600.00
3120-11-000	Forfeited Security Deposits	400.00	100.00	300.00	300.00	800.00	800.00	0.00	0.00	1,200.00
3129-00-000	Total Other Tenant Income	370.00	365.00	5.00	1.37	2,590.00	2,920.00	-330.00	-11.30	4,380.00
3199-00-000	TOTAL TENANT INCOME	76,093.00	73,509.00	2,584.00	3.52	576,947.35	588,072.00	-11,124.65	-1.89	882,108.00
3600-00-000	OTHER INCOME									
3610-00-000	Interest Income - Restricted	0.00	2,324.00	-2,324.00	-100.00	16,606.42	18,592.00	-1,985.58	-10.68	27,888.00
3610-01-000	Interest Income - Unrestricted	202.75	35.00	167.75	479.29	1,568.49	280.00	1,288.49	460.18	420.00
3690-00-000	Other Income	0.00	0.00	0.00	N/A	9,375.00	0.00	9,375.00	N/A	0.00
3699-00-000	TOTAL OTHER INCOME	202.75	2,359.00	-2,156.25	-91.41	27,549.91	18,872.00	8,677.91	45.98	28,308.00
3999-00-000	TOTAL INCOME	76,295.75	75,868.00	427.75	0.56	604,497.26	606,944.00	-2,446.74	-0.40	910,416.00
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	6,099.47	6,891.73	792.26	11.50	37,313.49	43,647.64	6,334.15	14.51	64,322.84
4110-00-001	401K-401A Admin	495.21	275.67	-219.54	-79.64	1,729.62	1,745.91	16.29	0.93	2,572.92
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	477.44	551.34	73.90	13.40	2,910.05	3,491.82	581.77	16.66	5,145.84
4110-00-004	Workers Comp Admin	181.74	275.67	93.93	34.07	1,057.93	1,745.91	687.98	39.41	2,572.92
4110-00-006	Legal Shield - Administrative	0.00	56.85	56.85	100.00	338.10	399.80	61.70	15.43	594.20
4110-00-007	Payroll Prep Fees	77.96	68.92	-9.04	-13.12	457.14	551.36	94.22	17.09	827.04
4110-07-000	Health/Life Insurance	1,106.07	425.70	-680.37	-159.82	8,346.98	3,405.60	-4,941.38	-145.10	5,108.40
4110-99-000	Total Administrative Salaries	8,437.89	8,545.88	107.99	1.26	52,153.31	54,988.04	2,834.73	5.16	81,144.16
4130-00-000	Legal Expense									
4130-00-001	Eviction Legal Fees	0.00	50.00	50.00	100.00	500.00	400.00	-100.00	-25.00	600.00
4130-02-000	Criminal Background / Credit Checks/L	150.00	50.00	-100.00	-200.00	401.30	400.00	-1.30	-0.32	600.00
4130-04-000	General Legal Expense	105.00	50.00	-55.00	-110.00	148.50	400.00	251.50	62.88	600.00
4130-99-000	Total Legal Expense	255.00	150.00	-105.00	-70.00	1,049.80	1,200.00	150.20	12.52	1,800.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	0.00	150.00	150.00	100.00	1,458.67	1,200.00	-258.67	-21.56	1,800.00
4140-00-100	Travel/Mileage	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4170-00-000	Accounting/Bookkeeping Fees	562.50	562.50	0.00	0.00	4,500.00	4,500.00	0.00	0.00	6,750.00
4171-00-000	Auditing Fees	1,107.03	922.92	-184.11	-19.95	14,198.69	7,383.36	-6,815.33	-92.31	11,075.04
4173-00-000	Management Fee	5,711.09	5,150.74	-560.35	-10.88	40,382.75	41,205.92	823.17	2.00	61,808.88
4173-02-000	Asset Management Fee	0.00	0.00	0.00	N/A	10,674.97	0.00	-10,674.97	N/A	0.00
4173-03-000	Asset Management Fee-FHFC	0.00	250.00	250.00	100.00	3,000.00	2,000.00	-1,000.00	-50.00	3,000.00
4189-00-000	Total Other Admin Expenses	7,380.62	7,061.16	-319.46	-4.52	74,215.08	56,489.28	-17,725.80	-31.38	84,733.92
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	0.00	50.00	50.00	100.00	234.07	400.00	165.93	41.48	600.00
4190-02-000	Printing/Publications & Subscriptions	45.26	50.00	4.74	9.48	515.10	400.00	-115.10	-28.78	600.00

4190-03-000	Advertising Publications	275.00	225.00	-50.00	-22.22	1,925.00	1,800.00	-125.00	-6.94	2,700.00
4190-04-000	Stationery & Office Supplies	0.00	200.00	200.00	100.00	215.18	1,600.00	1,384.82	86.55	2,400.00
4190-06-000	Computer Equipment	0.00	125.00	125.00	100.00	0.00	1,000.00	1,000.00	100.00	1,500.00
4190-07-000	Telephone	0.00	125.00	125.00	100.00	831.41	1,000.00	168.59	16.86	1,500.00
4190-08-000	Postage	41.76	25.00	-16.76	-67.04	1,032.55	200.00	-832.55	-416.28	300.00
4190-08-100	Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	4.16	0.00	-4.16	N/A	0.00
4190-09-000	Computer Software License Fees/Exp	404.55	404.55	0.00	0.00	3,572.26	3,236.40	-335.86	-10.38	4,854.60
4190-10-000	Copiers - Lease & Service	0.00	80.00	80.00	100.00	304.51	640.00	335.49	52.42	960.00
4190-11-001	Fee Accounting Contract	570.28	0.00	-570.28	N/A	570.28	0.00	-570.28	N/A	0.00
4190-13-000	Internet	0.00	209.33	209.33	100.00	1,554.26	1,674.64	120.38	7.19	2,511.96
4190-19-000	IT Contract Fees	1,451.44	800.00	-651.44	-81.43	6,022.16	6,400.00	377.84	5.90	9,600.00
4190-22-000	Other Misc Admin Expenses	0.00	220.00	220.00	100.00	1,315.86	1,760.00	444.14	25.24	2,640.00
4190-23-000	Compliance Fees	373.25	361.25	-12.00	-3.32	2,239.50	2,890.00	650.50	22.51	4,335.00
4190-24-000	Govt Licenses-Fees-Permits	600.90	200.00	-400.90	-200.45	1,448.55	1,600.00	151.45	9.47	2,400.00
4191-00-000	Total Miscellaneous Admin Expenses	3,766.60	3,075.13	-691.47	-22.49	21,784.85	24,601.04	2,816.19	11.45	36,901.56
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	19,840.11	18,832.17	-1,007.94	-5.35	149,203.04	137,278.36	-11,924.68	-8.69	204,579.64
4200-00-000	TENANT SERVICES									
4230-00-000	Resident Services Exp	0.00	25.00	25.00	100.00	-21.01	200.00	221.01	110.50	300.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	25.00	25.00	100.00	-21.01	200.00	221.01	110.50	300.00
4300-00-000	UTILITIES									
4320-00-000	Electricity	526.98	400.00	-126.98	-31.74	3,771.19	3,200.00	-571.19	-17.85	4,800.00
4340-00-000	Garbage/Trash Removal	4,198.43	3,250.00	-948.43	-29.18	30,320.05	26,000.00	-4,320.05	-16.62	39,000.00
4390-01-100	Water/Sewer Combined	5,145.55	4,600.00	-545.55	-11.86	39,848.99	36,800.00	-3,048.99	-8.29	55,200.00
4399-00-000	TOTAL UTILITY EXPENSES	9,870.96	8,250.00	-1,620.96	-19.65	73,940.23	66,000.00	-7,940.23	-12.03	99,000.00
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4410-00-000	Maintenance Salaries	9,160.43	4,674.00	-4,486.43	-95.99	40,264.51	28,998.05	-11,266.46	-38.85	42,657.68
4410-06-000	401K-401A Maintenance	442.71	186.96	-255.75	-136.79	1,721.90	1,159.93	-561.97	-48.45	1,706.32
4410-07-000	Payroll Taxes Maintenance	710.58	373.92	-336.66	-90.04	3,139.25	2,319.86	-819.39	-35.32	3,412.64
4410-08-000	Health/Life Insurance Maint.	889.23	699.92	-189.31	-27.05	5,190.77	5,568.56	377.79	6.78	8,349.76
4410-09-000	Workers Comp Maintenance	208.08	186.96	-21.12	-11.30	1,108.95	1,159.93	50.98	4.40	1,706.32
4410-10-000	Payroll Prep Fees Maint.	89.43	46.74	-42.69	-91.34	478.89	289.97	-188.92	-65.15	426.56
4410-11-000	Legal Shield - Maint	0.00	56.85	56.85	100.00	338.10	399.80	61.70	15.43	594.20
4411-00-000	Maintenance Uniforms	39.34	65.00	25.66	39.48	325.09	445.00	119.91	26.95	660.00
4413-00-000	Vehicle Repairs/Maint - Gas, Oil, Greas	39.09	200.00	160.91	80.46	1,181.44	1,600.00	418.56	26.16	2,400.00
4419-00-000	Total General Maint Expense	11,578.89	6,490.35	-5,088.54	-78.40	53,748.90	41,941.10	-11,807.80	-28.15	61,913.48
4420-00-000	Materials									
4420-01-000	Supplies-Grounds	0.00	250.00	250.00	100.00	-1,248.43	2,000.00	3,248.43	162.42	3,000.00
4420-01-200	Lawn & Landscape Expenses Non Sala	0.00	0.00	0.00	N/A	511.11	0.00	-511.11	N/A	0.00
4420-01-300	Seasonal Labor	0.00	0.00	0.00	N/A	150.97	0.00	-150.97	N/A	0.00
4420-02-000	Supplies-Appliance Parts	11.74	675.00	663.26	98.26	3,342.39	5,400.00	2,057.61	38.10	8,100.00
4420-03-000	Supplies-Painting/Decorating	0.00	300.00	300.00	100.00	4,050.00	2,400.00	-1,650.00	-68.75	3,600.00
4420-03-100	Hardware Doors/Windows/Locks	348.00	100.00	-248.00	-248.00	3,642.77	800.00	-2,842.77	-355.35	1,200.00
4420-03-200	Window Treatments	359.43	50.00	-309.43	-618.86	1,034.38	400.00	-634.38	-158.60	600.00
4420-04-000	Electrical - Supplies/Fixtures	1,446.52	650.00	-796.52	-122.54	4,979.97	5,200.00	220.03	4.23	7,800.00
4420-05-000	Supplies-Exterminating	63.72	0.00	-63.72	N/A	87.20	0.00	-87.20	N/A	0.00
4420-06-000	Supplies-Janitorial/Cleaning	322.31	200.00	-122.31	-61.16	754.65	1,600.00	845.35	52.83	2,400.00
4420-07-000	Repairs - Materials & Supplies	28.79	25.00	-3.79	-15.16	1,273.03	200.00	-1,073.03	-536.52	300.00
4420-08-000	Supplies-Plumbing	161.35	400.00	238.65	59.66	3,479.53	3,200.00	-279.53	-8.74	4,800.00
4420-09-000	Supplies- Tools Equipmt	109.88	100.00	-9.88	-9.88	354.08	800.00	445.92	55.74	1,200.00
4420-10-000	Maint - Miscellaneous Supplies	0.00	125.00	125.00	100.00	102.66	1,000.00	897.34	89.73	1,500.00
4420-10-100	Countertops/Cabinets	630.00	0.00	-630.00	N/A	630.00	0.00	-630.00	N/A	0.00
4420-10-200	Carpet and Flooring Supplies	0.00	0.00	0.00	N/A	82.98	0.00	-82.98	N/A	0.00
4420-11-000	Supplies- HVAC	1,473.04	700.00	-773.04	-110.43	3,644.51	5,600.00	1,955.49	34.92	8,400.00
4420-12-000	Supplies- Painting	684.56	400.00	-284.56	-71.14	5,023.45	3,200.00	-1,823.45	-56.98	4,800.00
4429-00-000	Total Materials	5,639.34	3,975.00	-1,664.34	-41.87	31,895.25	31,800.00	-95.25	-0.30	47,700.00
4430-00-000	Contract Costs									
4430-01-000	Contract-Fire Alarm/Extinguisher	0.00	0.00	0.00	N/A	856.50	0.00	-856.50	N/A	0.00
4430-01-100	Fire Alarms/Extinguisher Repairs	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00

4430-05-000	Contract-Decorating/Painting	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4430-07-000	Contract-Exterminating/Pest Control	419.52	548.50	128.98	23.52	3,296.08	4,388.00	1,091.92	24.88	6,582.00
4430-11-000	Contract-Plumbing	0.00	150.00	150.00	100.00	0.00	1,200.00	1,200.00	100.00	1,800.00
4430-13-000	Contract-HVAC - Repairs & Maint	1,725.00	900.00	-825.00	-91.67	2,800.00	7,200.00	4,400.00	61.11	10,800.00
4430-18-000	Contract-Alarm Monitoring	622.21	570.82	-51.39	-9.00	4,127.38	4,566.56	439.18	9.62	6,849.84
4430-23-000	Contract-Consultants	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4430-24-000	Contract-Grounds-Landscaping	4,166.66	2,700.00	-1,466.66	-54.32	16,666.64	21,600.00	4,933.36	22.84	32,400.00
4430-24-200	Grounds-Tree Cutting	0.00	1,000.00	1,000.00	100.00	2,950.00	8,000.00	5,050.00	63.12	12,000.00
4430-24-300	Contract-Pressure Wash	0.00	500.00	500.00	100.00	0.00	4,000.00	4,000.00	100.00	6,000.00
4430-24-400	Unit Turn Services	0.00	0.00	0.00	N/A	1,350.00	0.00	-1,350.00	N/A	0.00
4430-26-000	Contract-Security Camera System	0.00	0.00	0.00	N/A	3,338.72	0.00	-3,338.72	N/A	0.00
4430-27-000	Contract - Lease	449.26	379.43	-69.83	-18.40	3,209.98	3,035.44	-174.54	-5.75	4,553.16
4430-28-000	Unit Inspections	0.00	420.00	420.00	100.00	0.00	3,360.00	3,360.00	100.00	5,040.00
4439-00-000	Total Contract Costs	7,382.65	7,318.75	-63.90	-0.87	38,595.30	58,550.00	19,954.70	34.08	87,825.00
4499-00-000	TOTAL MAINTENANCE EXPENSES	24,600.88	17,784.10	-6,816.78	-38.33	124,239.45	132,291.10	8,051.65	6.09	197,438.48
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	9,407.00	9,582.04	175.04	1.83	103,786.32	76,656.32	-27,130.00	-35.39	114,984.48
4510-01-000	General Liability Insurance - Auto	0.00	628.75	628.75	100.00	2,635.00	5,030.00	2,395.00	47.61	7,545.00
4521-00-000	Misc. Taxes/Licenses/Insurance	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4525-00-000	Real Estate Taxes	4,044.81	3,523.52	-521.29	-14.79	32,358.48	28,188.16	-4,170.32	-14.79	42,282.24
4570-00-000	Reduction in Rental Income	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4599-00-000	TOTAL GENERAL EXPENSES	13,451.81	13,809.31	357.50	2.59	138,779.80	110,474.48	-28,305.32	-25.62	165,711.72
4800-00-000	FINANCING EXPENSE									
4853-02-000	Loan Servicing Fee	0.00	645.98	645.98	100.00	38,232.54	5,167.84	-33,064.70	-639.82	7,751.76
4855-00-000	Interest Expense-Mortgage	3,182.71	3,182.71	0.00	0.00	25,461.68	25,461.68	0.00	0.00	38,192.52
4855-03-000	Interest Expense - Home Loan	171.98	171.98	0.00	0.00	1,367.76	1,375.84	8.08	0.59	2,063.76
4855-04-000	Interest Expense - LHA	6,311.73	6,311.73	0.00	0.00	50,493.84	50,493.84	0.00	0.00	75,740.76
4899-00-000	TOTAL FINANCING EXPENSES	9,666.42	10,312.40	645.98	6.26	115,555.82	82,499.20	-33,056.62	-40.07	123,748.80
5000-00-000	NON-OPERATING ITEMS									
5100-01-000	Depreciation Expense	39,609.87	39,609.87	0.00	0.00	316,878.96	316,878.96	0.00	0.00	475,318.44
5100-50-000	Amortization Expense	1,542.52	1,542.52	0.00	0.00	12,340.16	12,340.16	0.00	0.00	18,510.24
5199-00-000	TOTAL DEPRECIATION/AMORTIZATION	41,152.39	28,792.39	-12,360.00	-42.93	329,219.12	230,339.12	-98,880.00	-42.93	345,508.68
8000-00-000	TOTAL EXPENSES	118,582.57	97,805.37	-20,777.20	2.59	930,916.45	759,082.26	-171,834.19	-12.75	1,136,287.32
9000-00-000	NET INCOME	-42,286.82	-21,937.37	21,204.95	-2.03	-326,419.19	-152,138.26	169,387.45	12.35	-225,871.32
	Net Income After Depreciation	-1,134.43				2,799.93				

Villas at Lake Bonnet, LLLP (57)

Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	36,123.63
1111-15-000	Cash-Payroll	13,938.69
1111-90-000	Petty Cash	600.00
1111-99-000	Total Unrestricted Cash	50,662.32
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	30,865.00
1112-03-000	Cash Restricted-Operating Reserve	483,102.65
1112-04-000	Cash Restricted-Reserve for Replace	268,289.04
1112-05-000	Cash-Tax & Insurance Escrow	87,006.14
1112-99-000	Total Restricted Cash	869,262.83
1119-00-000	TOTAL CASH	919,925.15
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R-Tenants/Vendors	4,939.35
1122-01-000	Allowance for Doubtful Accounts-Tenar	-65.00
1122-99-000	TOTAL: AR	4,874.35
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	4,874.35
1160-00-000	OTHER CURRENT ASSETS	
1170-01-000	Eviction Deposit Acct.	2,000.00
1211-00-000	Prepaid Expenses and Other Assets	1,836.10
1211-01-000	Prepaid Insurance	65,848.90
1211-02-000	Prepaid Software Licenses	9,599.96
1213-00-000	Utility Deposit	5,000.00
1299-00-000	TOTAL OTHER CURRENT ASSETS	84,284.96
1300-00-000	TOTAL CURRENT ASSETS	1,009,084.46
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-05-000	Land	300,000.00
1400-06-000	Buildings	11,478,455.60
1400-06-200	Building Improvements	20,181.47
1400-07-000	Machinery & Equipment	498.98
1400-07-001	Automobiles/Vehicles	24,842.11
1400-08-000	Furniture & Fixtures	437,374.39
1400-10-000	Site Improvement-Infrastructure	688,655.00
1405-01-000	Accum Depreciation-Buildings	-6,173,218.56
1405-02-000	Accum Depreciation- Misc FF&E	-463,797.15
1405-03-000	Accum Depreciation-Infrastructure	-668,038.84

1410-00-000	Intangible Assets	
1410-01-000	Loan Costs	41,419.00
1410-01-001	Amortization Loan Cost	30,394.32
1410-02-000	Compliance Fees	246,589.00
1410-02-001	Amortization Tax Credit Fees	-241,110.80
1420-00-000	TOTAL FIXED ASSETS (NET)	<u>5,661,455.88</u>
1499-00-000	TOTAL NONCURRENT ASSETS	5,661,455.88
1999-00-000	TOTAL ASSETS	<u>6,670,540.34</u>
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	4,426.42
2114-00-000	Tenant Security Deposits	28,325.00
2114-02-000	Security Deposit Clearing Account	150.00
2114-03-000	Security Deposit-Pet	2,600.00
2119-92-000	Accrued Property Taxes	36,403.29
2119-96-000	Accrued Management Fee Payable	11,369.00
2131-00-000	Accrued Interest Payable	63,307.60
2131-03-000	Accrued Interest - Home Loan	2,064.00
2132-00-000	Accrued Interest - 2nd Mortgage	959,948.92
2135-00-000	Accrued Payroll & Payroll Taxes	4,132.94
2138-00-000	Accrued Audit Fees	3,875.79
2149-96-000	Due to Central Office Cost Center	748.36
2240-00-000	Tenant Prepaid Rents	5,280.00
2260-00-000	Accrued Compensated Absences-Curren	2,085.04
2296-00-000	First Mortgage - TCAP	3,819,255.00
2296-02-000	HOME Funds	131,028.00
2297-00-000	Mortgage Note Payable	<u>1,009,877.00</u>
2299-00-000	TOTAL CURRENT LIABILITIES	6,073,507.36
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	<u>3,872.21</u>
2399-00-000	TOTAL NONCURRENT LIABILITIES	15,241.21
2499-00-000	TOTAL LIABILITIES	<u>6,088,748.57</u>
2800-00-000	EQUITY	
2801-00-000	CONTRIBUTED CAPITAL	
2802-00-000	Contributed Capital	-57,442.26
2802-01-000	Capital - LP	6,807,962.00
2803-00-000	GP Equity	-162.00
2804-00-000	Syndication Costs	<u>-40,000.00</u>
2805-99-000	TOTAL CONTRIBUTED CAPITAL	6,710,357.74

2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	-6,128,565.97
2809-99-000	TOTAL RETAINED EARNINGS:	-6,128,565.97
2899-00-000	TOTAL EQUITY	581,791.77
2999-00-000	TOTAL LIABILITIES AND EQUITY	6,670,540.34

The Manor at West Bartow (62)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3101-00-000	Rental Income									
3111-00-000	Tenant Rent	23,018.00	23,279.00	-261.00	-1.12	188,391.00	186,232.00	2,159.00	1.16	279,348.00
3112-02-000	Gain to Lease Sec8	65,767.00	68,300.00	-2,533.00	-3.71	516,192.00	546,400.00	-30,208.00	-5.53	819,600.00
3119-00-000	Total Rental Income	88,785.00	91,579.00	-2,794.00	-3.05	704,583.00	732,632.00	-28,049.00	-3.83	1,098,948.00
3120-00-000	Other Tenant Income									
3120-01-100	Laundry Room Income	127.07	175.00	-47.93	-27.39	1,474.40	1,400.00	74.40	5.31	2,100.00
3120-03-000	Damages & Cleaning	28.00	30.00	-2.00	-6.67	568.00	240.00	328.00	136.67	360.00
3120-04-000	Late and Admin Charges	0.00	10.00	-10.00	-100.00	0.00	80.00	-80.00	-100.00	120.00
3120-06-000	NSF Charges	0.00	10.00	-10.00	-100.00	25.00	80.00	-55.00	-68.75	120.00
3120-06-100	Section 8 Processing Fees (Accounting)	-1,000.00	-1,000.00	0.00	0.00	-8,000.00	-8,000.00	0.00	0.00	-12,000.00
3120-09-000	Misc. Tenant Income	0.00	25.00	-25.00	-100.00	130.00	200.00	-70.00	-35.00	300.00
3120-10-000	Application Fees	0.00	100.00	-100.00	-100.00	0.00	800.00	-800.00	-100.00	1,200.00
3120-11-000	Forfeited Security Deposits	0.00	50.00	-50.00	-100.00	0.00	400.00	-400.00	-100.00	600.00
3129-00-000	Total Other Tenant Income	-844.93	-600.00	-244.93	-40.82	-5,802.60	-4,800.00	-1,002.60	-20.89	-7,200.00
3199-00-000	TOTAL TENANT INCOME	87,940.07	90,979.00	-3,038.93	-3.34	698,780.40	727,832.00	-29,051.60	-3.99	1,091,748.00
3600-00-000	OTHER INCOME									
3610-00-000	Interest Income - Restricted	221.05	185.00	36.05	19.49	1,860.69	1,480.00	380.69	25.72	2,220.00
3610-01-000	Interest Income - Unrestricted	23.74	110.00	-86.26	-78.42	59.74	880.00	-820.26	-93.21	1,320.00
3699-00-000	TOTAL OTHER INCOME	244.79	295.00	-50.21	-17.02	1,920.43	2,360.00	-439.57	-18.63	3,540.00
3999-00-000	TOTAL INCOME	88,184.86	91,274.00	-3,089.14	-3.38	700,700.83	730,192.00	-29,491.17	-4.04	1,095,288.00
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	12,867.59	12,996.30	128.71	0.99	80,276.47	82,309.90	2,033.43	2.47	121,298.80
4110-00-001	401K-401A Admin	1,116.64	519.85	-596.79	-114.80	4,056.90	3,292.40	-764.50	-23.22	4,851.96
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	976.06	1,039.70	63.64	6.12	6,096.23	6,584.80	488.57	7.42	9,703.92
4110-00-004	Workers Comp Admin	383.51	389.89	6.38	1.64	2,315.44	2,469.32	153.88	6.23	3,639.00
4110-00-006	Legal Shield - Administrative	0.00	105.00	105.00	100.00	614.60	840.00	225.40	26.83	1,260.00
4110-00-007	Payroll Prep Fees	164.12	129.96	-34.16	-26.28	1,028.02	823.08	-204.94	-24.90	1,212.96
4110-07-000	Health/Life Insurance	1,864.18	1,721.40	-142.78	-8.29	14,840.66	13,771.20	-1,069.46	-7.77	20,656.80
4110-99-000	Total Administrative Salaries	17,372.10	16,902.10	-470.00	-2.78	109,228.32	110,090.70	862.38	0.78	162,623.44
4130-00-000	Legal Expense									
4130-00-001	Eviction Legal Fees	746.62	98.00	-648.62	-661.86	746.62	784.00	37.38	4.77	1,176.00
4130-02-000	Criminal Background / Credit Checks/E	0.00	0.00	0.00	N/A	324.35	0.00	-324.35	N/A	0.00
4130-03-000	Tenant Screening	0.00	110.00	110.00	100.00	24.95	880.00	855.05	97.16	1,320.00
4130-04-000	General Legal Expense	1,120.00	400.00	-720.00	-180.00	3,300.00	3,200.00	-100.00	-3.12	4,800.00
4130-99-000	Total Legal Expense	1,866.62	608.00	-1,258.62	-207.01	4,395.92	4,864.00	468.08	9.62	7,296.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	0.00	370.00	370.00	100.00	858.67	2,960.00	2,101.33	70.99	4,440.00
4140-00-100	Travel/Mileage	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4171-00-000	Auditing Fees	1,413.28	922.22	-491.06	-53.25	16,954.94	7,377.76	-9,577.18	-129.81	11,066.64
4173-00-000	Management Fee	5,114.55	5,494.74	380.19	6.92	41,736.25	43,957.92	2,221.67	5.05	65,936.88
4189-00-000	Total Other Admin Expenses	6,527.83	6,811.96	284.13	4.17	59,549.86	54,495.68	-5,054.18	-9.27	81,743.52
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	0.00	102.00	102.00	100.00	905.12	816.00	-89.12	-10.92	1,224.00

The Manor at West Bartow (62)
Budget Comparison

Period = Aug 2025

Book = Accrual

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-02-000 Printing/Publications & Subscriptions	0.00	25.00	25.00	100.00	66.92	200.00	133.08	66.54	300.00
4190-03-000 Advertising Publications	275.00	275.00	0.00	0.00	2,200.00	2,200.00	0.00	0.00	3,300.00
4190-04-000 Stationery & Office Supplies	948.15	100.00	-848.15	-848.15	2,332.79	800.00	-1,532.79	-191.60	1,200.00
4190-06-000 Computer Equipment	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4190-07-000 Telephone	784.41	1,100.00	315.59	28.69	6,175.72	8,800.00	2,624.28	29.82	13,200.00
4190-08-000 Postage	65.30	75.00	9.70	12.93	772.63	600.00	-172.63	-28.77	900.00
4190-08-100 Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	4.16	0.00	-4.16	N/A	0.00
4190-09-000 Computer Software License Fees/Exp	539.40	539.40	0.00	0.00	4,986.92	4,315.20	-671.72	-15.57	6,472.80
4190-10-000 Copiers - Lease & Service	0.00	170.00	170.00	100.00	721.71	1,360.00	638.29	46.93	2,040.00
4190-11-001 Fee Accounting Contract	570.28	0.00	-570.28	N/A	570.28	0.00	-570.28	N/A	0.00
4190-13-000 Internet	609.46	126.46	-483.00	-381.94	4,855.74	1,011.68	-3,844.06	-379.97	1,517.52
4190-19-000 IT Contract Fees	662.88	800.00	137.12	17.14	6,522.04	6,400.00	-122.04	-1.91	9,600.00
4190-20-000 Bank Fees - Restricted	27.00	250.00	223.00	89.20	216.00	2,000.00	1,784.00	89.20	3,000.00
4190-22-000 Other Misc Admin Expenses	0.00	100.00	100.00	100.00	760.03	800.00	39.97	5.00	1,200.00
4190-23-000 Compliance Fees	0.00	0.00	0.00	N/A	15.48	0.00	-15.48	N/A	0.00
4190-24-000 Govt Licenses-Fees-Permits	46.10	100.00	53.90	53.90	926.98	800.00	-126.98	-15.87	1,200.00
4190-30-000 Equipment Service Contracts	220.00	1,400.00	1,180.00	84.29	10,378.44	11,200.00	821.56	7.34	16,800.00
4191-00-000 Total Miscellaneous Admin Expenses	4,752.14	5,212.86	460.72	8.84	42,410.96	41,702.88	-708.08	-1.70	62,554.32
4199-00-000 TOTAL ADMINISTRATIVE EXPENSES	30,518.69	29,534.92	-983.77	-3.33	215,585.06	211,153.26	-4,431.80	-2.10	314,217.28
4200-00-000 TENANT SERVICES									
4230-00-000 Resident Services Exp	87.91	97.00	9.09	9.37	615.37	748.00	132.63	17.73	1,146.00
4299-00-000 TOTAL TENANT SERVICES EXPENSES	87.91	97.00	9.09	9.37	615.37	748.00	132.63	17.73	1,146.00
4300-00-000 UTILITIES									
4310-00-000 Water	2,199.80	1,680.00	-519.80	-30.94	16,911.92	13,440.00	-3,471.92	-25.83	20,160.00
4320-00-000 Electricity	3,028.95	2,192.00	-836.95	-38.18	20,512.68	17,536.00	-2,976.68	-16.97	26,304.00
4330-00-000 Gas	637.16	825.00	187.84	22.77	6,471.40	6,600.00	128.60	1.95	9,900.00
4340-00-000 Garbage/Trash Removal	1,105.74	1,501.88	396.14	26.38	7,024.89	12,015.04	4,990.15	41.53	18,022.56
4390-00-000 Sewer	2,678.04	2,900.00	221.96	7.65	23,384.59	23,200.00	-184.59	-0.80	34,800.00
4399-00-000 TOTAL UTILITY EXPENSES	9,649.69	9,098.88	-550.81	-6.05	74,305.48	72,791.04	-1,514.44	-2.08	109,186.56
4400-00-000 MAINTENANCE AND OPERATIONS									
4400-99-000 General Maint Expense									
4410-00-000 Maintenance Salaries	12,751.16	11,283.13	-1,468.03	-13.01	73,045.37	71,847.74	-1,197.63	-1.67	105,929.88
4410-06-000 401K-401A Maintenance	805.33	451.33	-354.00	-78.43	2,709.29	2,873.94	164.65	5.73	4,237.24
4410-07-000 Payroll Taxes Maintenance	960.47	902.65	-57.82	-6.41	5,546.41	5,747.80	201.39	3.50	8,474.36
4410-08-000 Health/Life Insurance Maint.	1,720.74	1,659.96	-60.78	-3.66	13,028.32	13,279.68	251.36	1.89	19,919.52
4410-09-000 Workers Comp Maintenance	380.64	338.49	-42.15	-12.45	2,544.69	2,155.42	-389.27	-18.06	3,177.88
4410-10-000 Payroll Prep Fees Maint.	162.43	112.83	-49.60	-43.96	928.20	718.49	-209.71	-29.19	1,059.32
4410-11-000 Legal Shield - Maint	0.00	45.00	45.00	100.00	279.30	360.00	80.70	22.42	540.00
4411-00-000 Maintenance Uniforms	119.34	160.00	40.66	25.41	1,312.74	1,280.00	-32.74	-2.56	1,920.00
4413-00-000 Vehicle Repairs/Maint - Gas, Oil, Greas	52.84	350.00	297.16	84.90	4,508.64	2,800.00	-1,708.64	-61.02	4,200.00
4419-00-000 Total General Maint Expense	16,952.95	15,303.39	-1,649.56	-10.78	103,902.96	101,063.07	-2,839.89	-2.81	149,458.20
4420-00-000 Materials									
4420-01-000 Supplies-Grounds	0.00	45.00	45.00	100.00	109.08	360.00	250.92	69.70	540.00
4420-01-200 Lawn & Landscape Expenses Non Sala	0.00	0.00	0.00	N/A	511.11	0.00	-511.11	N/A	0.00
4420-02-000 Supplies-Appliance Parts	221.56	260.00	38.44	14.78	1,147.28	2,080.00	932.72	44.84	3,120.00
4420-03-100 Hardware Doors/Windows/Locks	19.75	200.00	180.25	90.12	388.74	1,600.00	1,211.26	75.70	2,400.00
4420-03-200 Window Treatments	299.18	150.00	-149.18	-99.45	1,686.83	1,200.00	-486.83	-40.57	1,800.00
4420-04-000 Electrical - Supplies/Fixtures	2,169.87	800.00	-1,369.87	-171.23	7,175.82	6,400.00	-775.82	-12.12	9,600.00
4420-06-000 Supplies-Janitorial/Cleaning	753.30	500.00	-253.30	-50.66	3,053.28	4,000.00	946.72	23.67	6,000.00
4420-08-000 Supplies-Plumbing	197.90	200.00	2.10	1.05	1,766.64	1,600.00	-166.64	-10.42	2,400.00
4420-11-000 Supplies- HVAC	1,134.22	250.00	-884.22	-353.69	4,672.46	2,000.00	-2,672.46	-133.62	3,000.00
4420-12-000 Supplies- Painting	162.98	200.00	37.02	18.51	936.57	1,600.00	663.43	41.46	2,400.00
4429-00-000 Total Materials	4,958.76	2,605.00	-2,353.76	-90.36	21,447.81	20,840.00	-607.81	-2.92	31,260.00
4430-00-000 Contract Costs									

The Manor at West Bartow (62)
Budget Comparison

Period = Aug 2025

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		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4430-01-000	Contract-Fire Alarm/Extinguisher	0.00	100.00	100.00	100.00	0.00	800.00	800.00	100.00	1,200.00
4430-07-000	Contract-Exterminating/Pest Control	374.00	400.00	26.00	6.50	4,743.00	3,200.00	-1,543.00	-48.22	4,800.00
4430-11-000	Contract-Plumbing	0.00	400.00	400.00	100.00	0.00	3,200.00	3,200.00	100.00	4,800.00
4430-13-000	Contract-HVAC - Repairs & Maint	1,350.00	1,125.00	-225.00	-20.00	4,000.00	9,000.00	5,000.00	55.56	13,500.00
4430-13-400	Repairs/Maint - A/C Units	0.00	200.00	200.00	100.00	0.00	1,600.00	1,600.00	100.00	2,400.00
4430-17-000	Contract-Elevator Monitoring	602.46	545.00	-57.46	-10.54	4,689.92	4,360.00	-329.92	-7.57	6,540.00
4430-18-000	Contract-Alarm Monitoring	0.00	700.00	700.00	100.00	3,831.37	5,600.00	1,768.63	31.58	8,400.00
4430-24-000	Contract-Grounds-Landscaping	1,000.00	2,500.00	1,500.00	60.00	8,540.00	20,000.00	11,460.00	57.30	30,000.00
4430-24-200	Grounds-Tree Cutting	0.00	416.67	416.67	100.00	0.00	3,333.36	3,333.36	100.00	5,000.04
4430-24-300	Contract-Pressure Wash	0.00	1,000.00	1,000.00	100.00	0.00	8,000.00	8,000.00	100.00	12,000.00
4430-24-400	Unit Turn Services	0.00	500.00	500.00	100.00	0.00	4,000.00	4,000.00	100.00	6,000.00
4430-26-000	Contract-Security Camera System	0.00	400.00	400.00	100.00	0.00	3,200.00	3,200.00	100.00	4,800.00
4430-28-000	Unit Inspections	0.00	583.33	583.33	100.00	0.00	4,666.64	4,666.64	100.00	6,999.96
4430-99-000	Other Contracted Services	375.00	50.00	-325.00	-650.00	5,875.00	400.00	-5,475.00	-1,368.75	600.00
4439-00-000	Total Contract Costs	3,701.46	8,920.00	5,218.54	58.50	31,679.29	71,360.00	39,680.71	55.61	107,040.00
4499-00-000	TOTAL MAINTENANCE EXPENSES	25,613.17	26,828.39	1,215.22	4.53	157,030.06	193,263.07	36,233.01	18.75	287,758.20
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	11,043.58	12,293.36	1,249.78	10.17	84,153.38	98,346.88	14,193.50	14.43	147,520.32
4510-01-000	General Liability Insurance - Auto	0.00	658.75	658.75	100.00	2,635.00	5,270.00	2,635.00	50.00	7,905.00
4521-00-000	Misc. Taxes/Licenses/Insurance	34.00	25.00	-9.00	-36.00	34.00	200.00	166.00	83.00	300.00
4525-00-000	Real Estate Taxes	444.72	119.62	-325.10	-271.78	6,809.04	956.96	-5,852.08	-611.53	1,435.44
4525-10-000	Personal Property Tax	767.97	0.00	-767.97	N/A	767.97	0.00	-767.97	N/A	0.00
4570-00-000	Reduction in Rental Income	0.00	0.00	0.00	N/A	200.00	0.00	-200.00	N/A	0.00
4599-00-000	TOTAL GENERAL EXPENSES	12,290.27	13,096.73	806.46	6.16	94,599.39	104,773.84	10,174.45	9.71	157,160.76
4800-00-000	FINANCING EXPENSE									
4853-02-000	Loan Servicing Fee	0.00	225.00	225.00	100.00	1,610.35	1,800.00	189.65	10.54	2,700.00
4855-00-000	Interest Expense-Mortgage	14,431.01	14,995.62	564.61	3.77	116,781.00	119,964.96	3,183.96	2.65	179,947.44
4855-01-000	Interest - Third Mortgage	1,659.36	464.28	-1,195.08	-257.40	4,445.04	3,714.24	-730.80	-19.68	5,571.36
4899-00-000	TOTAL FINANCING EXPENSES	16,090.37	15,684.90	-405.47	-2.59	122,836.39	125,479.20	2,642.81	2.11	188,218.80
5000-00-000	NON-OPERATING ITEMS									
5100-01-000	Depreciation Expense	31,003.74	31,003.74	0.00	0.00	248,029.92	248,029.92	0.00	0.00	372,044.88
5100-50-000	Amortization Expense	2,665.70	2,665.70	0.00	0.00	21,325.60	21,325.60	0.00	0.00	31,988.40
5199-00-000	TOTAL DEPRECIATION/AMORTIZATION	33,669.44	22,494.44	-11,175.00	-49.68	269,355.52	179,955.52	-89,400.00	-49.68	269,933.28
8000-00-000	TOTAL EXPENSES	115,629.27	103,738.53	-11,890.74	-47.75	839,727.88	783,390.09	-56,337.79	-15.27	1,170,460.12
9000-00-000	NET INCOME	-27,444.41	-12,464.53	8,801.60	44.37	-139,027.05	-53,198.09	26,846.62	11.23	-75,172.12
	Net Income After Depreciation	6,225.03				130,328.47				

The Manor at West Bartow (62)

Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	15,580.12
1111-15-000	Cash-Payroll	-132,159.98
1111-90-000	Petty Cash	600.00
1111-99-000	Total Unrestricted Cash	-115,979.86
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	10,500.00
1112-03-000	Cash Restricted-Operating Reserve	19.62
1112-04-000	Cash Restricted-Reserve for Replace	144,693.61
1112-05-000	Cash-Tax & Insurance Escrow	116,067.35
1112-12-000	Restricted Investment	158,379.90
1112-99-000	Total Restricted Cash	429,660.48
1119-00-000	TOTAL CASH	313,680.62
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R-Tenants/Vendors	10,011.00
1122-99-000	TOTAL: AR	10,011.00
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	10,011.00
1160-00-000	OTHER CURRENT ASSETS	
1170-01-000	Eviction Deposit Acct.	500.00
1211-00-000	Prepaid Expenses and Other Assets	4,819.58
1211-01-000	Prepaid Insurance	99,392.16
1211-02-000	Prepaid Software Licenses	9,599.95
1299-00-000	TOTAL OTHER CURRENT ASSETS	114,311.69
1300-00-000	TOTAL CURRENT ASSETS	438,003.31
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-05-000	Land	432,717.00
1400-06-000	Buildings	12,796,743.00
1400-06-200	Building Improvements	53,499.32
1400-08-100	Furn, Fixt, & Equip	1,212,730.94
1405-01-000	Accum Depreciation-Buildings	-5,214,165.40
1405-02-000	Accum Depreciation- Misc FF&E	-1,230,982.35
1405-03-000	Accum Depreciation-Infrastructure	-575,208.96
1410-00-000	Intangible Assets	
1410-01-000	Loan Costs	335,121.42
1410-01-001	Amortization Loan Cost	300,973.96
1410-02-000	Compliance Fees	200,558.00

1410-02-001	Amortization Tax Credit Fees	-216,148.84
1420-00-000	TOTAL FIXED ASSETS (NET)	7,493,890.17
1450-01-000	Site Improvement	711,597.00
1499-00-000	TOTAL NONCURRENT ASSETS	8,205,487.17
1999-00-000	TOTAL ASSETS	8,643,490.48
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	36,044.54
2114-00-000	Tenant Security Deposits	9,200.00
2114-02-000	Security Deposit Clearing Account	125.00
2114-03-000	Security Deposit-Pet	1,300.00
2119-92-000	Accrued Property Taxes	3,113.04
2131-01-000	Accrued Interest NLP Loan	3,276.76
2131-02-000	Accrued Interest - Pacific Life Loan	16,077.00
2135-00-000	Accrued Payroll & Payroll Taxes	5,309.31
2138-00-000	Accrued Audit Fees	4,182.04
2149-27-000	Due to West Lake Mgmt.	25,000.00
2149-29-000	Due to Polk County Developers, Inc.	61,150.00
2240-00-000	Tenant Prepaid Rents	725.00
2260-00-000	Accrued Compensated Absences-Curren	1,101.93
2297-00-000	Mortgage Note Payable	2,485,959.91
2297-02-000	Second Mortgage Payable	850,000.00
2297-03-000	Third Mortgage Payable	246,752.38
2297-04-000	Fourth Mortgage Payable	400,000.00
2298-00-000	Note Payable-City of Bartow Impact Fe	564,621.00
2299-00-000	TOTAL CURRENT LIABILITIES	4,713,937.91
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	1,860.73
2310-01-000	Due to Affiliates	-5,600.00
2399-00-000	TOTAL NONCURRENT LIABILITIES	-3,739.27
2499-00-000	TOTAL LIABILITIES	4,710,198.64
2800-00-000	EQUITY	
2801-00-000	CONTRIBUTED CAPITAL	
2802-02-001	Capital Private Investors	5,437,398.00
2803-00-000	GP Equity	-89.00
2803-01-000	Special LP Equity	1,530,905.56
2804-00-000	Syndication Costs	-30,000.00
2805-99-000	TOTAL CONTRIBUTED CAPITAL	6,938,214.56

2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	-3,004,922.72
2809-99-000	TOTAL RETAINED EARNINGS:	-3,004,922.72
2899-00-000	TOTAL EQUITY	3,933,291.84
2999-00-000	TOTAL LIABILITIES AND EQUITY	8,643,490.48

**Youthbuild (.ybuild)
Budget Comparison**

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3400-00-000	GRANT INCOME									
3415-00-000	Other Government Grants	192,027.12	41,667.00	150,360.12	360.86	573,422.40	333,336.00	240,086.40	72.03	500,004.00
3499-00-000	TOTAL GRANT INCOME	192,027.12	41,667.00	150,360.12	360.86	573,422.40	333,336.00	240,086.40	72.03	500,004.00
3600-00-000	OTHER INCOME									
3610-01-000	Interest Income - Unrestricted	60.02	0.00	60.02	N/A	330.95	0.00	330.95	N/A	0.00
3690-00-000	Other Income	0.00	0.00	0.00	N/A	20,494.72	0.00	20,494.72	N/A	0.00
3699-00-000	TOTAL OTHER INCOME	60.02	0.00	60.02	N/A	20,825.67	0.00	20,825.67	N/A	0.00
3999-00-000	TOTAL INCOME	192,087.14	41,667.00	150,420.14	361.01	594,248.07	333,336.00	260,912.07	78.27	500,004.00
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	36,113.54	14,162.00	-21,951.54	-155.00	194,117.91	113,296.00	-80,821.91	-71.34	169,944.00
4110-00-001	401K-401A Admin	2,608.83	566.00	-2,042.83	-360.92	8,941.44	4,528.00	-4,413.44	-97.47	6,792.00
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	2,833.24	1,133.00	-1,700.24	-150.07	14,980.76	9,064.00	-5,916.76	-65.28	13,596.00
4110-00-004	Workers Comp Admin	870.43	566.00	-304.43	-53.79	5,288.26	4,528.00	-760.26	-16.79	6,792.00
4110-00-006	Legal Shield - Administrative	0.00	35.00	35.00	100.00	258.30	280.00	21.70	7.75	420.00
4110-00-007	Payroll Prep Fees	373.00	142.00	-231.00	-162.68	2,301.43	1,136.00	-1,165.43	-102.59	1,704.00
4110-00-008	Other Payroll	13,200.00	0.00	-13,200.00	N/A	13,200.00	0.00	-13,200.00	N/A	0.00
4110-07-000	Health/Life Insurance	3,568.04	1,400.00	-2,168.04	-154.86	28,723.74	11,200.00	-17,523.74	-156.46	16,800.00
4110-99-000	Total Administrative Salaries	59,567.08	18,004.00	-41,563.08	-230.85	267,811.84	144,032.00	-123,779.84	-85.94	216,048.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	176.96	5,922.00	5,745.04	97.01	45,335.37	47,376.00	2,040.63	4.31	71,064.00
4140-00-100	Travel/Mileage	0.00	141.00	141.00	100.00	0.00	1,128.00	1,128.00	100.00	1,692.00
4160-02-000	Administration (General)	24,400.00	0.00	-24,400.00	N/A	24,400.00	0.00	-24,400.00	N/A	0.00
4170-00-000	Accounting/Bookkeeping Fees	0.00	138.00	138.00	100.00	0.00	1,104.00	1,104.00	100.00	1,656.00
4189-00-000	Total Other Admin Expenses	24,576.96	6,201.00	-18,375.96	-296.34	69,735.37	49,608.00	-20,127.37	-40.57	74,412.00
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	0.00	0.00	0.00	N/A	99.00	0.00	-99.00	N/A	0.00
4190-04-000	Stationery & Office Supplies	0.00	2,288.00	2,288.00	100.00	1,172.11	18,304.00	17,131.89	93.60	27,456.00
4190-07-000	Telephone	0.00	250.00	250.00	100.00	1,837.63	2,000.00	162.37	8.12	3,000.00
4190-08-000	Postage	0.00	30.00	30.00	100.00	117.74	240.00	122.26	50.94	360.00
4190-08-100	Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	4.16	0.00	-4.16	N/A	0.00
4190-09-000	Computer Software License Fees/Exp	0.00	0.00	0.00	N/A	431.80	0.00	-431.80	N/A	0.00
4190-10-000	Copiers - Lease & Service	27.78	289.00	261.22	90.39	1,047.58	2,312.00	1,264.42	54.69	3,468.00
4190-11-000	Admin Service Contracts	825.67	1,514.00	688.33	45.46	6,605.36	12,112.00	5,506.64	45.46	18,168.00
4190-13-000	Internet	6,496.00	0.00	-6,496.00	N/A	6,496.00	0.00	-6,496.00	N/A	0.00
4190-19-000	IT Contract Fees	160.24	150.00	-10.24	-6.83	1,165.91	1,200.00	34.09	2.84	1,800.00
4190-22-000	Other Misc Admin Expenses	4.98	0.00	-4.98	N/A	1,174.28	0.00	-1,174.28	N/A	0.00
4191-00-000	Total Miscellaneous Admin Expenses	7,518.83	4,521.00	-2,997.83	-66.31	20,151.57	36,168.00	16,016.43	44.28	54,252.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	91,662.87	28,726.00	-62,936.87	-219.09	357,698.78	229,808.00	-127,890.78	-55.65	344,712.00
4200-00-000	TENANT SERVICES									
4210-00-000	Tenant Services Salaries	0.00	6,605.00	6,605.00	100.00	50,160.00	52,840.00	2,680.00	5.07	79,260.00
4210-00-002	Payroll Taxes - Tenant Svc	0.00	528.00	528.00	100.00	4,324.52	4,224.00	-100.52	-2.38	6,336.00
4210-00-004	Workers Comp - Tenant Svc	0.00	264.00	264.00	100.00	1,581.81	2,112.00	530.19	25.10	3,168.00
4210-00-007	Payroll Prep Fees Ten Svc	0.00	66.00	66.00	100.00	716.71	528.00	-188.71	-35.74	792.00
4220-01-000	Other Tenant Svcs.	0.00	3,247.00	3,247.00	100.00	0.00	25,976.00	25,976.00	100.00	38,964.00

Youthbuild (.ybuild)
Budget Comparison

Period = Aug 2025
 Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4230-00-000	Resident Services Exp	18,000.00	0.00	-18,000.00	N/A	18,000.00	0.00	-18,000.00	N/A	0.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	18,000.00	10,710.00	-7,290.00	-68.07	74,783.04	85,680.00	10,896.96	12.72	128,520.00
4300-00-000	UTILITIES									
4320-00-000	Electricity	5,104.00	275.00	-4,829.00	-1,756.00	5,104.00	2,200.00	-2,904.00	-132.00	3,300.00
4399-00-000	TOTAL UTILITY EXPENSES	5,104.00	275.00	-4,829.00	-1,756.00	5,104.00	2,200.00	-2,904.00	-132.00	3,300.00
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4410-10-000	Payroll Prep Fees Maint.	0.00	0.00	0.00	N/A	100.00	0.00	-100.00	N/A	0.00
4413-00-000	Vehicle Repairs/Maint - Gas, Oil, Greas	129.09	300.00	170.91	56.97	2,380.83	2,400.00	19.17	0.80	3,600.00
4419-00-000	Total General Maint Expense	129.09	300.00	170.91	56.97	2,480.83	2,400.00	-80.83	-3.37	3,600.00
4430-00-000	Contract Costs									
4430-03-100	Contract-Building Repairs - Interior	11,600.00	0.00	-11,600.00	N/A	11,600.00	0.00	-11,600.00	N/A	0.00
4439-00-000	Total Contract Costs	11,600.00	0.00	-11,600.00	N/A	11,600.00	0.00	-11,600.00	N/A	0.00
4499-00-000	TOTAL MAINTENANCE EXPENSES	11,729.09	300.00	-11,429.09	-3,809.70	14,080.83	2,400.00	-11,680.83	-486.70	3,600.00
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	0.00	1,255.00	1,255.00	100.00	3,023.52	10,040.00	7,016.48	69.89	15,060.00
4510-01-000	General Liability Insurance - Auto	0.00	400.00	400.00	100.00	0.00	3,200.00	3,200.00	100.00	4,800.00
4599-00-000	TOTAL GENERAL EXPENSES	0.00	1,655.00	1,655.00	100.00	3,023.52	13,240.00	10,216.48	77.16	19,860.00
8000-00-000	TOTAL EXPENSES	126,495.96	41,666.00	-84,829.96	-203.60	454,690.17	333,328.00	-121,362.17	-36.41	499,992.00
9000-00-000	NET INCOME	65,591.18	1.00	65,590.18	6,559,018.00	139,557.90	8.00	139,549.90	1,744,373.75	12.00

Youthbuild (.ybuild)

Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	198,013.92
1111-15-000	Cash-Payroll	21,028.34
1111-90-000	Petty Cash	1,000.00
1111-99-000	Total Unrestricted Cash	220,042.26
1119-00-000	TOTAL CASH	220,042.26
1129-27-000	Due from West Lake Realty	-280.07
1129-99-000	TOTAL: DUE FROM	-280.07
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	-280.07
1300-00-000	TOTAL CURRENT ASSETS	219,762.19
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-06-000	Buildings	5,780.25
1400-07-001	Automobiles/Vehicles	21,299.00
1405-02-000	Accum Depreciation- Misc FF&E	-21,299.00
1410-00-000	Intangible Assets	
1420-00-000	TOTAL FIXED ASSETS (NET)	5,780.25
1499-00-000	TOTAL NONCURRENT ASSETS	5,780.25
1999-00-000	TOTAL ASSETS	225,542.44
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	79,332.56
2145-02-000	Due to (14) Renaissance Family Public	165.90
2149-33-000	Due to Magnolia Pointe Sales	346,600.00
2149-96-000	Due to Central Office Cost Center	44,481.72
2260-00-000	Accrued Compensated Absences-Curren	2,002.31
2298-03-000	Deferred Revenue	3,972.45
2299-00-000	TOTAL CURRENT LIABILITIES	476,554.94
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	3,718.57
2399-00-000	TOTAL NONCURRENT LIABILITIES	3,718.57
2499-00-000	TOTAL LIABILITIES	480,273.51

2800-00-000	EQUITY	
2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	-268,003.07
2809-03-000	Retained Earnings - Restricted Net Ass	13,272.00
2809-99-000	TOTAL RETAINED EARNINGS:	<u>-254,731.07</u>
2899-00-000	TOTAL EQUITY	<u>-254,731.07</u>
2999-00-000	TOTAL LIABILITIES AND EQUITY	<u>225,542.44</u>

Micro Cottages at Williamstown (99)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses									
3000-00-000	INCOME									
3100-00-000	TENANT INCOME									
3101-00-000	Rental Income									
3111-00-000	Tenant Rent	13,429.00	12,557.00	872.00	6.94	100,924.00	100,456.00	468.00	0.47	150,684.00
3119-00-000	Total Rental Income	13,429.00	12,557.00	872.00	6.94	100,924.00	100,456.00	468.00	0.47	150,684.00
3120-00-000	Other Tenant Income									
3120-01-000	Vending Income	0.00	0.00	0.00	N/A	2,380.00	0.00	2,380.00	N/A	0.00
3120-01-100	Laundry Room Income	0.00	350.00	-350.00	-100.00	0.00	2,800.00	-2,800.00	-100.00	4,200.00
3120-03-000	Damages & Cleaning	0.00	50.00	-50.00	-100.00	0.00	400.00	-400.00	-100.00	600.00
3120-04-000	Late and Admin Charges	0.00	25.00	-25.00	-100.00	0.00	200.00	-200.00	-100.00	300.00
3120-06-000	NSF Charges	0.00	0.00	0.00	N/A	10.00	0.00	10.00	N/A	0.00
3129-00-000	Total Other Tenant Income	0.00	425.00	-425.00	-100.00	2,390.00	3,400.00	-1,010.00	-29.71	5,100.00
3199-00-000	TOTAL TENANT INCOME	13,429.00	12,982.00	447.00	3.44	103,314.00	103,856.00	-542.00	-0.52	155,784.00
3400-00-000	GRANT INCOME									
3401-00-000	Government Subsidy Income	27,953.00	12,865.00	15,088.00	117.28	199,117.66	102,920.00	96,197.66	93.47	154,380.00
3499-00-000	TOTAL GRANT INCOME	27,953.00	12,865.00	15,088.00	117.28	199,117.66	102,920.00	96,197.66	93.47	154,380.00
3600-00-000	OTHER INCOME									
3610-01-000	Interest Income - Unrestricted	357.37	10.00	347.37	3,473.70	1,835.96	80.00	1,755.96	2,194.95	120.00
3699-00-000	TOTAL OTHER INCOME	357.37	10.00	347.37	3,473.70	1,835.96	80.00	1,755.96	2,194.95	120.00
3999-00-000	TOTAL INCOME	41,739.37	25,857.00	15,882.37	61.42	304,267.62	206,856.00	97,411.62	47.09	310,284.00
4000-00-000	EXPENSES									
4100-00-000	ADMINISTRATIVE									
4100-99-000	Administrative Salaries									
4110-00-000	Administrative Salaries	3,311.73	3,317.21	5.48	0.17	17,578.99	19,708.90	2,129.91	10.81	28,425.22
4110-00-001	401K-401A Admin	266.82	132.69	-134.13	-101.09	869.85	788.34	-81.51	-10.34	1,136.98
4110-00-002	Payroll Taxes Adm(SUI/FICA/FUTA)	260.95	265.38	4.43	1.67	1,344.24	1,576.74	232.50	14.75	2,274.06
4110-00-004	Workers Comp Admin	98.73	132.69	33.96	25.59	533.80	788.34	254.54	32.29	1,136.98
4110-00-007	Payroll Prep Fees	42.31	33.17	-9.14	-27.56	228.98	197.08	-31.90	-16.19	284.24
4110-07-000	Health/Life Insurance	498.59	120.06	-378.53	-315.28	3,461.66	960.48	-2,501.18	-260.41	1,440.72
4110-99-000	Total Administrative Salaries	4,479.13	4,001.20	-477.93	-11.94	24,017.52	24,019.88	2.36	0.01	34,698.20
4130-00-000	Legal Expense									
4130-00-001	Eviction Legal Fees	0.00	10.00	10.00	100.00	0.00	80.00	80.00	100.00	120.00
4130-02-000	Criminal Background / Credit Checks/L	0.00	10.00	10.00	100.00	0.00	80.00	80.00	100.00	120.00
4130-04-000	General Legal Expense	29.00	150.00	121.00	80.67	29.00	1,200.00	1,171.00	97.58	1,800.00
4130-99-000	Total Legal Expense	29.00	170.00	141.00	82.94	29.00	1,360.00	1,331.00	97.87	2,040.00
4139-00-000	Other Admin Expenses									
4140-00-000	Travel/Training Expense	0.00	0.00	0.00	N/A	782.27	0.00	-782.27	N/A	0.00
4170-00-000	Accounting/Bookkeeping Fees	352.50	360.00	7.50	2.08	2,820.00	2,880.00	60.00	2.08	4,320.00
4171-00-000	Auditing Fees	991.67	2,025.28	1,033.61	51.04	13,306.49	16,202.24	2,895.75	17.87	24,303.36
4173-00-000	Management Fee	3,493.51	3,567.84	74.33	2.08	27,948.08	28,542.72	594.64	2.08	42,814.08
4173-02-000	Asset Management Fee	470.00	480.00	10.00	2.08	3,760.00	3,840.00	80.00	2.08	5,760.00
4174-00-000	Marketing Events	0.00	0.00	0.00	N/A	1,050.00	0.00	-1,050.00	N/A	0.00
4182-00-000	Consultants	2,801.40	250.00	-2,551.40	-1,020.56	3,473.93	2,000.00	-1,473.93	-73.70	3,000.00
4189-00-000	Total Other Admin Expenses	8,109.08	6,683.12	-1,425.96	-21.34	53,140.77	53,464.96	324.19	0.61	80,197.44
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership/Subscriptions/Fees	0.00	0.00	0.00	N/A	234.07	0.00	-234.07	N/A	0.00
4190-02-000	Printing/Publications & Subscriptions	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4190-04-000	Stationery & Office Supplies	300.76	25.00	-275.76	-1,103.04	703.01	200.00	-503.01	-251.50	300.00
4190-07-000	Telephone	169.50	137.39	-32.11	-23.37	1,206.39	1,099.12	-107.27	-9.76	1,648.68

Micro Cottages at Williamstown (99)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-08-000	Postage	0.00	25.00	25.00	100.00	717.79	200.00	-517.79	-258.90	300.00
4190-08-100	Express Mail/FED EX/DHL	4.16	0.00	-4.16	N/A	4.16	0.00	-4.16	N/A	0.00
4190-09-000	Computer Software License Fees/Exp	261.65	261.65	0.00	0.00	2,093.20	2,093.20	0.00	0.00	3,139.80
4190-11-001	Fee Accounting Contract	570.28	0.00	-570.28	N/A	570.28	0.00	-570.28	N/A	0.00
4190-13-000	Internet	1,332.62	1,332.62	0.00	0.00	9,328.34	10,660.96	1,332.62	12.50	15,991.44
4190-18-000	Small Office Equipment	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4190-19-000	IT Contract Fees	0.00	0.00	0.00	N/A	1,292.00	0.00	-1,292.00	N/A	0.00
4190-22-000	Other Misc Admin Expenses	0.00	25.00	25.00	100.00	430.62	200.00	-230.62	-115.31	300.00
4190-24-000	Govt Licenses-Fees-Permits	0.00	50.00	50.00	100.00	500.00	400.00	-100.00	-25.00	600.00
4191-00-000	Total Miscellaneous Admin Expenses	2,638.97	1,906.66	-732.31	-38.41	17,079.86	15,253.28	-1,826.58	-11.98	22,879.92
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	15,256.18	12,760.98	-2,495.20	-19.55	94,267.15	94,098.12	-169.03	-0.18	139,815.56
4300-00-000	UTILITIES									
4310-00-000	Water	365.66	1,163.00	797.34	68.56	8,748.34	9,304.00	555.66	5.97	13,956.00
4320-00-000	Electricity	234.31	300.00	65.69	21.90	1,612.06	2,400.00	787.94	32.83	3,600.00
4340-00-000	Garbage/Trash Removal	545.68	545.68	0.00	0.00	4,375.71	4,365.44	-10.27	-0.24	6,548.16
4390-00-000	Sewer	566.91	560.28	-6.63	-1.18	4,556.77	4,482.24	-74.53	-1.66	6,723.36
4399-00-000	TOTAL UTILITY EXPENSES	1,712.56	2,568.96	856.40	33.34	19,292.88	20,551.68	1,258.80	6.12	30,827.52
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4410-00-000	Maintenance Salaries	4,412.17	4,318.11	-94.06	-2.18	22,884.09	23,549.70	665.61	2.83	33,492.02
4410-06-000	401K-401A Maintenance	279.60	172.72	-106.88	-61.88	1,088.18	941.96	-146.22	-15.52	1,339.64
4410-07-000	Payroll Taxes Maintenance	338.94	345.45	6.51	1.88	1,739.21	1,884.00	144.79	7.69	2,679.40
4410-08-000	Health/Life Insurance Maint.	561.60	0.00	-561.60	N/A	4,001.60	0.00	-4,001.60	N/A	0.00
4410-09-000	Workers Comp Maintenance	131.44	172.72	41.28	23.90	690.80	941.96	251.16	26.66	1,339.64
4410-10-000	Payroll Prep Fees Maint.	56.48	43.18	-13.30	-30.80	296.97	235.52	-61.45	-26.09	334.96
4413-00-000	Vehicle Repairs/Maint - Gas, Oil, Greas	52.84	250.00	197.16	78.86	2,215.83	2,000.00	-215.83	-10.79	3,000.00
4419-00-000	Total General Maint Expense	5,833.07	5,302.18	-530.89	-10.01	32,916.68	29,553.14	-3,363.54	-11.38	42,185.66
4420-00-000	Materials									
4420-01-000	Supplies-Grounds	264.78	100.00	-164.78	-164.78	264.78	800.00	535.22	66.90	1,200.00
4420-01-200	Lawn & Landscape Expenses Non Sala	0.00	0.00	0.00	N/A	511.11	0.00	-511.11	N/A	0.00
4420-02-000	Supplies-Appliance Parts	49.40	50.00	0.60	1.20	49.40	400.00	350.60	87.65	600.00
4420-03-000	Supplies-Painting/Decorating	2,200.00	50.00	-2,150.00	-4,300.00	2,200.00	400.00	-1,800.00	-450.00	600.00
4420-03-100	Hardware Doors/Windows/Locks	37.45	50.00	12.55	25.10	296.59	400.00	103.41	25.85	600.00
4420-04-000	Electrical - Supplies/Fixtures	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4420-05-000	Supplies-Exterminating	0.00	0.00	0.00	N/A	38.33	0.00	-38.33	N/A	0.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4420-07-000	Repairs - Materials & Supplies	0.00	25.00	25.00	100.00	34.38	200.00	165.62	82.81	300.00
4420-08-000	Supplies-Plumbing	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-09-000	Supplies- Tools Equipmt	0.00	0.00	0.00	N/A	59.89	0.00	-59.89	N/A	0.00
4420-09-100	Security Equipment,Locks,Alarms	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
4420-11-000	Supplies- HVAC	410.37	50.00	-360.37	-720.74	947.95	400.00	-547.95	-136.99	600.00
4420-12-000	Supplies- Painting	263.55	50.00	-213.55	-427.10	442.45	400.00	-42.45	-10.61	600.00
4429-00-000	Total Materials	3,225.55	525.00	-2,700.55	-514.39	4,844.88	4,200.00	-644.88	-15.35	6,300.00
4430-00-000	Contract Costs									
4430-01-000	Contract-Fire Alarm/Extinguisher	0.00	25.00	25.00	100.00	417.50	200.00	-217.50	-108.75	300.00
4430-02-000	Contract-Appliance	0.00	0.00	0.00	N/A	145.00	0.00	-145.00	N/A	0.00
4430-03-300	Repairs - Windows/Glass	0.00	0.00	0.00	N/A	571.00	0.00	-571.00	N/A	0.00
4430-07-000	Contract-Exterminating/Pest Control	145.00	165.00	20.00	12.12	870.00	1,320.00	450.00	34.09	1,980.00
4430-13-000	Contract-HVAC - Repairs & Maint	1,625.00	125.00	-1,500.00	-1,200.00	3,275.00	1,000.00	-2,275.00	-227.50	1,500.00
4430-18-000	Contract-Alarm Monitoring	206.33	185.00	-21.33	-11.53	1,291.89	1,480.00	188.11	12.71	2,220.00
4430-24-000	Contract-Grounds-Landscaping	2,000.00	1,100.00	-900.00	-81.82	7,000.00	8,800.00	1,800.00	20.45	13,200.00
4430-24-300	Contract-Pressure Wash	0.00	400.00	400.00	100.00	6,300.00	3,200.00	-3,100.00	-96.88	4,800.00
4430-24-400	Unit Turn Services	0.00	0.00	0.00	N/A	2,100.00	0.00	-2,100.00	N/A	0.00
4430-26-000	Contract-Security Camera System	0.00	0.00	0.00	N/A	3,338.76	0.00	-3,338.76	N/A	0.00
4430-28-000	Unit Inspections	0.00	280.00	280.00	100.00	0.00	2,240.00	2,240.00	100.00	3,360.00

Micro Cottages at Williamstown (99)
Budget Comparison

Period = Aug 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4439-00-000	Total Contract Costs	3,976.33	2,280.00	-1,696.33	-74.40	25,309.15	18,240.00	-7,069.15	-38.76	27,360.00
4499-00-000	TOTAL MAINTENANCE EXPENSES	13,034.95	8,107.18	-4,927.77	-60.78	63,070.71	51,993.14	-11,077.57	-21.31	75,845.66
4500-00-000	GENERAL EXPENSES									
4510-00-000	Insurance -Property/Liability	0.00	4,827.71	4,827.71	100.00	0.00	38,621.68	38,621.68	100.00	57,932.52
4570-00-000	Reduction in Rental Income	0.00	50.00	50.00	100.00	0.00	400.00	400.00	100.00	600.00
4599-00-000	TOTAL GENERAL EXPENSES	0.00	4,877.71	4,877.71	100.00	0.00	39,021.68	39,021.68	100.00	58,532.52
4700-00-000	HOUSING ASSISTANCE PAYMENTS									
4715-01-000	Tenant Utility Payments-S8	0.00	0.00	0.00	N/A	1,058.00	0.00	-1,058.00	N/A	0.00
4715-01-001	Tenant Utility Payments-PH	71.00	0.00	-71.00	N/A	376.00	0.00	-376.00	N/A	0.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	71.00	0.00	-71.00	N/A	1,434.00	0.00	-1,434.00	N/A	0.00
5000-00-000	NON-OPERATING ITEMS									
5100-01-000	Depreciation Expense	7,814.69	7,814.69	0.00	0.00	62,517.52	62,517.52	0.00	0.00	93,776.28
5199-00-000	TOTAL DEPRECIATION/AMORTIZATION	7,814.69	914.69	-6,900.00	-754.35	62,517.52	7,317.52	-55,200.00	-754.35	10,976.28
8000-00-000	TOTAL EXPENSES	37,889.38	29,229.52	-8,659.86	-701.34	240,582.26	212,982.14	-27,600.12	-669.72	315,997.54
9000-00-000	NET INCOME	3,849.99	-3,372.52	24,542.23	762.76	63,685.36	-6,126.14	125,011.74	716.81	-5,713.54
	Net Income After Depreciation	11,664.68				126,202.88				

Micro Cottages at Williamstown (99)

Balance Sheet

Period = Aug 2025

Book = Accrual

		Current Balance
1110-00-000	Unrestricted Cash	
1111-10-000	Cash Operating 1	180,891.66
1111-15-000	Cash-Payroll	16,595.03
1111-99-000	Total Unrestricted Cash	197,486.69
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	14,400.00
1112-04-000	Cash Restricted-Reserve for Replace	77,516.87
1112-99-000	Total Restricted Cash	91,916.87
1119-00-000	TOTAL CASH	289,403.56
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R-Tenants/Vendors	5,874.00
1122-99-000	TOTAL: AR	5,874.00
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVAB	5,874.00
1160-00-000	OTHER CURRENT ASSETS	
1211-01-000	Prepaid Insurance	44,870.06
1211-02-000	Prepaid Software Licenses	7,242.73
1299-00-000	TOTAL OTHER CURRENT ASSETS	52,112.79
1300-00-000	TOTAL CURRENT ASSETS	347,390.35
1400-00-000	NONCURRENT ASSETS	
1400-01-000	FIXED ASSETS	
1400-06-000	Buildings	3,751,341.13
1400-08-000	Furniture & Fixtures	8,494.29
1405-01-000	Accum Depreciation-Buildings	-626,881.24
1405-02-000	Accum Depreciation- Misc FF&E	-7,078.59
1410-00-000	Intangible Assets	
1420-00-000	TOTAL FIXED ASSETS (NET)	3,125,875.59
1499-00-000	TOTAL NONCURRENT ASSETS	3,125,875.59
1999-00-000	TOTAL ASSETS	3,473,265.94
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES	
2100-00-000	CURRENT LIABILITIES	
2111-00-000	A/P Vendors and Contractors	1,271.64
2114-00-000	Tenant Security Deposits	14,100.00
2114-02-000	Security Deposit Clearing Account	1,058.00

2114-03-000	Security Deposit-Pet	300.00
2135-00-000	Accrued Payroll & Payroll Taxes	2,203.82
2138-00-000	Accrued Audit Fees	4,683.35
2138-00-001	Accrued audit fees - LHA	29,788.91
2145-00-000	Due to Federal Master	4,611.10
2240-00-000	Tenant Prepaid Rents	1,187.00
2260-00-000	Accrued Compensated Absences-Curren	1,291.11
2299-00-000	TOTAL CURRENT LIABILITIES	60,494.93
2300-00-000	NONCURRENT LIABILITIES	
2305-00-000	Accrued Compensated Absences-LT	2,397.78
2399-00-000	TOTAL NONCURRENT LIABILITIES	2,397.78
2499-00-000	TOTAL LIABILITIES	62,892.71
2800-00-000	EQUITY	
2809-00-000	RETAINED EARNINGS	
2809-02-000	Retained Earnings-Unrestricted Net Ass	3,410,373.23
2809-99-000	TOTAL RETAINED EARNINGS:	3,410,373.23
2899-00-000	TOTAL EQUITY	3,410,373.23
2999-00-000	TOTAL LIABILITIES AND EQUITY	3,473,265.94

RESOLUTIONS



Annual Plan 2026

**The Housing Authority of the City of Lakeland
Request for Board Action**

1. Describe Board Action Requested and why it is necessary:

Re: Resolution # (25-1561)

The Board of Commissioners is requested to approve the above-referenced resolution in order to satisfy a United States Department of Housing and Urban Development regulation.

2. Who is making request:

A. Entity: LHA

B. Project: Approval of the LHA 2026 Moving to Work Amendment to the Agency Plan and the 2026 Annual Plan including but not limited to the Capital Funds Plans and Budgets, 2026 Public Housing Budgets, Administrative Plan for the Housing Choice Voucher, the ACOP for the Public Housing Program, Public Housing Dwelling Lease, Limited English Proficiency Plan (LEP/LAP), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule, ADA 504 policy, Mold Policy, Maintenance Policy, Preventative Maintenance policy, Procurement policy, Organizational Chart, Housing Choice Voucher (Section 8) Homeownership Plan and signing the *PHA Certification of Compliance with the PHA Plans and Related Regulations*, forms 50075-ST and 50075-MTW (MTW Agency), HUD forms 50077's, HUD form SFIII, MTW FL50071, 52574 and 2991.

C. Originator: Carlos Pizarro

3. Cost Estimate:

Nominal cost of submittal to the Department of Housing and Urban Development

Narrative:

Annually, the Board of Commissioners of a Public Housing Agency is required to have its Chair (or other authorized official sign) the U.S. Department of Housing and Urban Development's *PHA Certification of Compliance with the PHA Plans (Agency Annual Plan, Capital Fund Plans and Budgets, Administrative Plan for the HCV*

Program, the ACOP for the Public Housing Program, Public Housing Dwelling Lease, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule, ADA 504 policy, Mold Policy, Maintenance Policy, Preventative Maintenance policy, Voluntary Conversion, demolition and development activities, Procurement policy, Organizational Chart, Housing Choice Voucher (Section 8) Homeownership Plan and Related Regulations, 2025 Public Housing Budgets, forms 50075-ST, 50075-MTW, 50077's, 50071, 52574, 2991, SFIII, and have staff submit the form to the U.S. Department of Housing and Urban Development.

This resolution seeks permission to authorize the Chair of the Board of Commissioners of the Housing Authority of the City of Lakeland to sign forms 50075-ST, 50075-MTW, 50077's, 50071 and 2991/SFIII and to direct the Executive Director of the Housing Authority of the City of Lakeland to submit the signed forms to the U.S. Department of Housing and Urban Development.

Attachment:

- *2026 Annual Plan, PHA Certification of Compliance with the PHA Plans (Agency Annual Plan, Capital Fund Plans and Budgets, Administrative Plan for the HCV Program, the ACOP for the Public Housing Program, Public Housing Dwelling Lease, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule, ADA 504 policy, Mold Policy, Maintenance Policy, Preventative Maintenance policy, Voluntary Conversion, demolition and development activities, Procurement policy, 2026 Public Housing Budgets, Organizational Chart, Housing Choice Voucher (Section 8) Homeownership Plan and Related Regulations, forms 50075-ST, 50075-MTW, 52574 and 50077, 50071, SFIII, 2991, etc...*

2026 Annual Plan and MTW Amendment

Annual PHA Plan and MTW Amendment are a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals. The Annual Plan--which each PHA submits to the U.S. Department of Housing and Urban Development (HUD) once a year for the annual plan are based on the PHA fiscal year, which is submitted to the HUD every year. It is through the Annual Plan that a PHA receives capital funding.

The Moving to Work (MTW) Supplement to the Annual PHA Plan informs HUD, families served by the PHA, and members of the public, about the MTW Waivers and associated activities that the MTW agency seeks to implement in the coming Fiscal Year and updates the status of MTW activities that have been previously approved. It also provides information about Safe Harbor Waivers, Agency-Specific Waivers, compliance with MTW statutory requirements, and evaluations. The MTW Supplement does not replace the PHA Plan(s). MTW agencies must continue to submit the applicable PHA Plan(s). MTW agencies that are not required to submit annual PHA Plans under the Housing and Economic Recovery Act of 2008 (HERA) must submit the MTW Supplement annually.

A PHA Plan(s) also serves as the annual application for grants to support improvements to public housing buildings (Capital Fund Program) as well as safety in public housing.

Any local, regional, or State agency that receives funds to operate Federal public housing or Section 8 tenant-based assistance (vouchers) programs must submit a PHA Plan(s).

To ensure public participation in the process, LHA staff provided a copy of the plan to the LHA Board of Commissioners and the Residents (Per request). Copies were also made available at various LHA sites as well as the City of Lakeland Community Redevelopment Agency.

LHA's senior staff scheduled a series of meetings with the Public to involve the residents in the PHA Plan process.

One of the requirements of the Agency Plan is to schedule public meetings for community review and a *question and answer* period. The Public Forum and meetings for this year's Plan were held at the LHA Administration building.

The process to develop LHA's Annual Plan spanned nearly three months and involved the collaboration of LHA staff, Public Housing residents, participants in the Housing Choice Voucher Program, stakeholders in the community, the City of Lakeland and, of course, LHA Board of Commissioners.

RESOLUTION NO. 25-1561

APPROVING AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AND SUBMIT THE 2026 ANNUAL AGENCY PLAN, 2026 MOVE TO WORK (MTW) AMENDMENT TO THE AGENCY PLAN, THE 2026 UPDATED PROGRAM'S ANNUAL PLAN WHICH INCLUDES THE CAPITAL FUNDS PLANS AND BUDGETS, ADMINISTRATIVE PLAN FOR THE HOUSING CHOICE VOUCHERS PROGRAM, THE CONTINUED OCCUPANCY PLAN (ACOP) FOR THE PUBLIC HOUSING PROGRAM, AND OTHER RELATED DOCUMENTS TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR APPROVAL.

WHEREAS, Public Housing Agencies are under the regulations set forth in Public and Indian Housing Section 239 of the Fiscal Year 2016 Appropriations Act, P.L. 114-113 Notice, 99-51 and 2001-26 requiring the submittal of Public Housing Agency Plans and related certifications; and

WHEREAS, the United States Department of Housing and Urban Development requires that all Public Housing Agencies submit the *PHA Certification of Compliance with the PHA Plans and Related Regulations*, form 50075-ST, 50075-MTW; and

WHEREAS, the Housing Authority of the City of Lakeland made modifications to its *2026 Annual Plan, PHA Certification of Compliance with the PHA Plans (Agency Annual Plan, Capital Fund Plans and Budgets, Administrative Plan for the HCV Program, the ACOP for the Public Housing Program, Public Housing Dwelling Lease, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule, ADA 504 policy, Mold Policy, Maintenance Policy, Preventative Maintenance policy, Voluntary Conversion, demolition and development activities, Procurement policy, 2026 Public Housing Budgets, Organizational Chart, Housing Choice Voucher (Section 8) Homeownership Plan and Related Regulations, forms 50075-ST, 50075-MTW and 50077, 50071, 52574, 2991, SFIII, etc.* collectively referred to as the *Agency Plan and policies*; and

WHEREAS, the Housing Authority of the City of Lakeland circulated the *2026 Annual Plan* to its public housing residents, its Housing Choice Voucher participants, the staff of the Housing Authority of the City of Lakeland, and other interested parties; and

WHEREAS, the Housing Authority of the City of Lakeland conducted public meetings to obtain the public's input and comments on its one-year 2026 MTW Amendment to the Agency Plan.

NOW THEREFORE, be it resolved by the Board of Commissioners of the Housing Authority of the City of Lakeland that the Board Chairman is authorized to sign the *PHA Certification of Compliance with the PHA Plans and Related Regulations*, forms 50075-ST, 50075-MTW, 50077, 50071, 52574, 2991, SFIII, etc... (attached hereto), which the Executive Director will afterwards submit to the Department of Housing and Urban Development.

CERTIFICATE OF COMPLIANCE

This is to certify that the Board of Commissioners of the Housing Authority of the City of Lakeland has approved and adopted Resolution No. 25-1561, dated September 15, 2025.

Attested by:

Benjamin Stevenson, Secretary

David Samples, Chairman

Annual PHA Plan (Moving to Work Agency)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 9/30/2027
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services. They also inform HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low-, very low-, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAS or TROUBLED PHAS**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form. Note: PHAs with zero public housing units must continue to comply with the PHA Plan requirements until they closeout their Section 9 programs (ACC termination).

Definitions.

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

A.	PHA Information.
A.1	PHA Name: The Housing Authority of the City of Lakeland PHA Code: FL011 PHA Type: ☒ Standard PHA ☐ Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/2026 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units 257 Number of Housing Choice Vouchers (HCVs) 1416 Total Combined Units/Vouchers 1673 PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission Public Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA and should make documents available electronically for public inspection upon request. PHAs are strongly encouraged to post complete PHA Plans on their official websites and to provide each resident council with a copy of their PHA Plans. The Annual PHA Plan will be available at the following locations: City of Lakeland 228 S. Massachusetts Ave. Lakeland, Florida 33801 Housing Authority of the City of Lakeland 430 Hartsell Avenue Lakeland, FL 33815 All the properties and locations within the Housing Authority of the City of Lakeland portfolio. Housing Authority of the City of Lakeland's website: https://lakelandhousing.org/

☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)					
Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B.	Plan Elements
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B.1	Revision of Existing PHA Plan Elements. (a) Have the following PHA Plan elements been revised by the PHA? Y N ☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs. ☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. ☒ ☐ Financial Resources. ☐ ☒ Rent Determination. ☒ ☐ Operation and Management. ☐ ☒ Grievance Procedures. ☐ ☒ Homeownership Programs. ☐ ☒ Community Service and Self-Sufficiency Programs. ☐ ☒ Safety and Crime Prevention. ☐ ☒ Pet Policy. ☐ ☒ Asset Management. ☐ ☒ Substantial Deviation. ☐ ☒ Significant Amendment/Modification. (b) If the PHA answered yes for any element, describe the revisions for each revised element(s): - CFP 2026 estimated at \$967,000.00 - Family Self-Sufficiency Grant at \$289,000.00 - Investment Income at \$2,000,000.00 - Public Housing Operating funds approximated: \$1,208,001.00 - HCV Annual Contributions: \$16,500,000.00 - Ross Grant: \$198,000.00 - Income and Investments: 3,500,000.00 - DOL Youthbuild Program: \$1,300,000.00 - Business Activities: \$1,500,000.00 - Administrative Plan and ACOP waiting list preference points will only be given to Elderly/Working Families, Foster Youth (FY) and Families terminated from the Emergency Housing Voucher (EHV) program. All other preferences will be eliminated. EHV Families will be able to apply for the regular voucher (HCV) waiting list and will be first in line. FY Families will be able to apply and will move to the front of the waiting list even if the waiting list is closed for the public.
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The HACL is committed to affirmatively furthering fair housing by:

- Conducting an analysis to identify impediments to fair housing choice;
- Taking appropriate actions to overcome the effects of any impediments identified through this analysis; and
- Maintaining records reflecting the analysis and actions taken. The objectives of this process are broad, including
 - Analyzing and eliminating housing discrimination in the jurisdiction;
 - Promoting fair housing choice for all persons;
 - Providing opportunities for inclusive patterns of housing occupancy regardless of race, color, religion, sex, familial status, disability or national origin;
 - Promoting housing that is structurally accessible to, and usable by, all persons, particularly persons with disabilities; and
- Fostering compliance with the nondiscrimination provisions of the federal Fair Housing Act.

(c) The PHA must submit its Deconcentration Policy for Field Office review.

The De-concentration policy is within the Administrative Plan and the ACOP.

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's applicable Fiscal Year?

Y N

- ☒ ☐ Choice Neighborhoods Grants.
- ☒ ☐ Modernization or Development.
- ☒ ☐ Demolition and/or Disposition.
- ☒ ☐ Designated Housing for Elderly and/or Disabled Families.
- ☒ ☐ Conversion of Public Housing to Tenant-Based Assistance.
- ☒ ☐ Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
- ☒ ☐ Homeownership Program under Section 32, 9 or 8(Y)
- ☒ ☐ Occupancy by Over-Income Families.
- ☐ ☒ Occupancy by Police Officers.
- ☐ ☒ Non-Smoking Policies.
- ☒ ☐ Project-Based Vouchers.
- ☒ ☐ Units with Approved Vacancies for Modernization.
- ☒ ☐ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the applicable Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

LHA became a Moving to work agency in 2022, please see the MTW Agency Plan amendment attached.

LHA goal is to transform its entire public housing portfolio into mixed-income communities over the next 2 to 5 years, in an effort to reposition the agencies' public housing assets into better performing developments that are competitive in the marketplace as well as improve their physical and social conditions.

Another goal is to adopt the City of Lakeland's comprehensive plan goal on meeting the city's housing needs revolve around the high cost of housing and the need for additional affordable housing. While housing quality and housing status (renter vs owner) play a role in the City 'housing needs, housing cost burden is the leading challenge for the market. The limited supply and rising cost of housing makes challenges like homelessness and housing status more difficult to solve. The Lakeland Housing Authority is helping with minimizing the impact of the housing needs through the development of new communities and programs.

For over twenty-seven years LHA's Development Department has been responsible for creating economic development opportunities in the City of Lakeland as well as redeveloping challenged neighborhoods that have not been invested in and neglected for some time. LHA and/or its subsidiary entity(s) plans to either partner with other developers or self-develop its properties using HUD's mixed- finance approach.

LHA envisions a range of options that will be employed to achieve its goal to transform its portfolio which may include but not be limited to: modernization of existing public housing units; demolition of selected units and construction of new units; introduction of market rate and for-sale units; Rental Assistance Demonstration (RAD) Program: acquisition and development of new units in, around and outside of LHA properties; and wholesale redevelopment of its public housing communities. LHA plans to convert all Public Housing ACC Faircloth units to RAD Project Based Vouchers.

LHA was granted Low Income Housing Tax Credits to develop and build a 100-unit's community (Phase 1) the community is currently fully operational and occupied; this community has replaced approximately 25 units of existing Public Housing units located within the West Lake Apartments community (AMP-1). Additionally, LHA was granted additional Low-Income Housing Tax Credits (LIHTC) for Phase 2 to develop 132 units, the community is currently fully operational and occupied, 64 existing Public Housing units were disposed and demolished. The Agency is currently working on Phase 3 to replace the remaining 34 Public Housing units located within the West Lake Apartments community, all 34 units will be disposed and demolished. More specifically LHA plans to submit applications for the next rounds of the Florida Housing Finance Corporation LIHTC application season, for our Public Housing Developments in the coming year(s).

To expedite the closure of its 10 plus year old HOPE VI Grant, LHA requested HUD to amend the Revitalization Plan and associated budget revisions as required.

LHA is working with its auditing and finance firms on the following options for closeout of the grant:

- **Micro-Cottages:** The authority has developed and built a 48 affordable housing units' community and a community building with a combination of RHF funds from FY 2009 – 2014 and/or HOPE VI funds. The community is fully operational and 100% occupied.
- **John Wrigth Homes, Cecil Gober Villas, the Renaissance at Washington Ridge and Carrington Place Modernization:** These three communities must go through a modernization process. The GPNA and PNA that was performed for the sites supports modernization of the sites. As part of the modernization, LHA is seeking to correct deficiencies outlined by the GPNA and a most recent PNA as well as reconfigure the units. The agency has secured a HUD approved loan to start the remedial modernization process for Renaissance.
- **Renaissance 15 lots:** LHA is working to build additional Low-Income Housing to help with the demand for affordable housing, we are estimating to convert these 15 lots into 30 to 45 units.
- **West Lake Apartments (Third Phase):** LHA will be submitting a mixed-finance application/proposal to HUD and will pursue the construction of new Public Housing/Mixed Financed units using Low Income Housing Tax Credits and Public Housing funds earmarked for the development of Affordable Housing. The First and Second Phases are fully operational and occupied.

Any balance of remaining CFP funds received to date, along with future CFP grant funding, will be accumulated and used for the potential redevelopment of LHA's other public housing communities and/or for other projects under the mixed- finance development approach. Additional acquisitions of vacant land or other existing rental properties, adjacent to current public housing sites may also be initiated, subject to submission and approval by HUD of the appropriate development proposals. Note that "Forced Labor" will be our first choice when performing any construction, repairs and/or replacement of systems.

Other mixed-finance transactions (via acquisition or new construction or both) may be proposed later in the Plan commensurate with the LHA Strategic Plan. Financing may include use of regular Capital Funds and/or HUD's Capital Fund Financing Program (CFFP) and/or private financing and/or any other available financing or loan program. CFFP/RAD involves borrowing against future flow of annual Capital Funds.

LHA plans to pursue public housing/mixed financed/market development activities and will utilize its Development Department and/or other subsidiary entities for development, financing, and the formation of a variety of ownership structures as well as utilize its management entity for the operation of public and non-public housing programs.

The Authority intends to use Capital Funds and other public and private funds to redevelop existing family and elderly developments. LHA will either self-develop or partner with a master developer for Westlake Apartments or other (s) site (s) and conduct a community engagement process to arrive at a master plan for redevelopment.

LHA will also start self-developing and operating affordable housing. Some of the proposed self –developing project will either be located on the 10.56-acre site located on W. 10th Street (120 affordable condos or townhomes will be built for sale or for rent depending on the type of financing), LHA is working with other development partners regarding building affordable housing inside and outside Polk County. The HA is researching building additional affordable housing for sale or rent at the John Wright Homes or Washington Ridge 15 vacant lots or any other available site. LHA also intends to use Capital Funds and other funds to acquire and redevelop properties in and around its public housing communities. LHA may also use Capital Funds to purchase affordable housing within the Polk and Highland County Area.

LHA is in process of evaluating converting more regular Housing Choice Vouchers into Project Based Vouchers including vouchers from the VASH and other programs within the Section 8 (HCV) Program.

Demolition and/or Disposition and/or Development/Projects (New and existing)

This section describes whether HUD-approved applications by LHA to demolish or dispose (sell) public housing projects owned by LHA and subject to Annual Contributions Contracts (ACCs), or pending applications for demolition or disposition, have changed during the current plan year.

In such cases, LHA would be required to describe the housing and the number of affected units for which it will apply or has pending for demolition or disposition; and provide a projected timetable for the demolition or disposition. Information on planned and pending demolition and/or disposition efforts is provided in the following tables.

LHA has been working with residents and the City of Lakeland to define a strategy for the Cecil Gober rehabilitation project, the West Lake Apartments Phase 3, the Section 8 Homeownership program, the 10th Street project, the Renaissance at Washington Ridge rehabilitation project, the Dakota rehabilitation project, Highland County Projects, John Wright Homes rehabilitation (other future projects) and other projects that will named at a later date.

LHA sold the 17.3-acre tract within the Hunter field and plans to develop the land located on the 10.56-acre site on W. 10th Street in house. The sales or cash proceeds from both properties will be used to develop, acquire, or modernize affordable housing units at other properties owned and/or controlled by LHA or its affiliates.

Table #1 Demolition/Disposition/Modernization Activity Description

1a. Development name: Highland/Polk/Orange/Hillborough County

1b. Development (project) number: FL01100001, 2, 3, 4, 5, 6, 7 and any

2. Activity type: Disposition N/A

3. Application status (select one)

Approved N/A

Submitted, under development

Planned application

4. Date application approved, submitted, or planned for submission: 12/2026

5. Number of units affected: 1 to 1000

6. Coverage of action (select one)

Part of the development

Total development: X

7. Timeline for activity: 48 months

a. Actual or projected start date of activity: under development

Table #2 Demolition/Disposition/Modernization Activity Description

1a. Development name: West Lake Apartments (Phase 1 completed) (Phase 2 completed) (Phase 3 relocation completed)

1b. Development (project) number: FL01100001

2. Activity type: Demolition

Disposition: X

3. Application status (select one) Approved

Submitted, (pending approval for Phase 3)

Planned application X

4. Date application approved, submitted, or planned for submission: Phase one- 4/2017, Phase two- 04/2018, Phase three- 2025

5. Number of units affected: 120

6. Coverage of action (select one)

Part of the development

Total development: X

7. Timeline for activity: 24 Months

a. Actual or projected start date of activity: 1/01/2011

b. Projected end date of activity: 12/31/2026

Note*: SAIL LIHTC Approved Phase 1 and 2/RAD

Table #3 Modernization Activity Description

1a. Development name: Cecil Gober Villas

1b. Development (project) number: FL01100001

2. Activity type: Modernization: X

3. Application status (select one) Approved

Submitted, pending approval.

Planned application: X

4. Date application approved, submitted, or planned for submission: 12/1/2015

5. Number of units affected: 37

6. Coverage of action (select one)

Part of the development

Total development: X

7. Timeline for activity:

a. Actual or projected start date of activity: 12/01/2015

b. Projected end date of activity: 12/31/2026

Note*: Capital Funds will be used to add at lease 12 or more units in place of the 4 burned units/RAD

Table #4 Demolition/Disposition/Modernization Activity Description

1a. Development name: Arbor Manor (Hunter field PUD)

1b. Development (project) number: FL01100001

2. Activity type: Disposition: X

3. Application status (select one) Approved Submitted, pending approval: X Planned application

4. Date application approved, submitted, or planned for submission: 2020-2023

5. Number of units affected: 0

6. Coverage of action (select one)

Part of the development

Total development: X

7. Timeline for activity:

a. Actual or projected start date of activity: 2020

b. Projected end date of activity: 06/17/2022

Note*: Land sold. Funds will be used for other developments.

Table #5 Demolition/Disposition/Modernization Activity Description

- 1a. Development name: 10th Street in front of Colton Meadow Apartments, Lakeland, Polk County, Florida
1b. Development (project) number: FL01100001
2. Activity type: Disposition: X
3. Application status (select one) Approved
Submitted, pending approval.
Planned application: X.
4. Date application approved, submitted, or planned for submission: 2020-2026
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2025
b. Projected end date of activity: 12/31/2022-26
Note*: Planning to build up to 120+ Affordable LIHTC Apartments depending on the funding or loan conditions.

Table #6 Demolition/Disposition/Modernization Activity Description

- 1a. Development name: 15 Vacant Parcels at Washington Park, FL29P011003, HOPE VI Site
1b. Development (project) number: FL01100003
2. Activity type: Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: X Planned application:
4. Date application approved, submitted, or planned for submission: 11/12/2014
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2025
b. Projected end date of activity: 12/31/2022-26
Note*: Funding pending/RAD

Table #7 Demolition/Disposition/Modernization Activity Description

- 1a. Development name: John Wright Homes
1b. Development (project) number: FL01100001
2. Activity type: Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: X Planned application:
4. Date application approved, submitted, or planned for submission: 2026
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2025
b. Projected end date of activity: 12/31/2026
Note*: RAD Conversion

Table #8 Demolition/Disposition/Modernization Activity Description

1a. Development name: Dakota Park Apartments
1b. Development (project) number: FL01100002
2. Activity type: Demolition-Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: X Planned application:
4. Date application approved, submitted, or planned for submission: 2024
5. Number of units affected: 20 or 40 depending on funding or financing type.
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2022
b. Projected end date of activity: 12/31/2024
Note*: Funding pending, considering RAD conversion.

Table #9 Demolition/Disposition/Modernization Activity Description

1a. Development name: Renaissance at Washington Ridge
1b. Development (project) number: FL01100003
2. Activity type: Demolition-Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: X Planned application:
4. Date application approved, submitted, or planned for submission: 2021
5. Number of units affected: 108 or 196 depending on funding or financing type.
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2021
b. Projected end date of activity: 12/31/2025
Note*: Funding pending, RAD conversion

Table #10 Demolition/Disposition/Modernization Activity Description

1a. Development name: 4 Acres Polk County/Lakeland
1b. Development (project) number: FL01100001
2. Activity type: Demolition-Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: X Planned application:
4. Date application approved, submitted, or planned for submission: 2025
5. Number of units affected: 100 to 120 depending on funding or financing type.
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2024
b. Projected end date of activity: 12/31/2025
Note*: Funding pending

Table #11 Demolition/Disposition/Modernization Activity Description

1a. Development name: Polk or Highland County

1b. Development (project) number: FL01100001

2. Activity type: Demolition-Disposition: X

3. Application status (select one) Approved

Submitted, pending approval: X Planned application:

4. Date application approved, submitted, or planned for submission: 2024

5. Number of units affected: 250 Units with up to 20% Project Based Vouchers and LIHTC.

6. Coverage of action (select one)

Part of the development

Total development: X

7. Timeline for activity:

a. Actual or projected start date of activity: 2024

b. Projected end date of activity: 12/31/2025

Note*: Done

Table #12 Demolition/Disposition/Modernization Activity Description

1a. Development name: Polk or Highland County or any other location

1b. Development (project) number: FL01100001 or any AMP

2. Activity type: Demolition-Disposition: X

3. Application status (select one): Pending

Submitted, pending approval: X Planned application:

4. Date application approved, submitted, or planned for submission: 2025 to 2026

5. Number of units affected: 250 or more Units with up to 20% Project Based Vouchers and LIHTC.

6. Coverage of action (select one)

Part of the development

Total development: X

7. Timeline for activity:

a. Actual or projected start date of activity: 2025

b. Projected end date of activity: 12/31/2027

Note*: Done

Project-Based Vouchers

This section describes the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

A PHA can use up to 50% due to the MTW designation percent (20 percent of the total number of vouchers, note that any project based vouchers used within a 62 and over senior community are excluded from the mandatory 20 percent pursuant HUD rules and regulations) of its authorized voucher units to project-base units in a specific project if the owner agrees to either rehabilitate or construct the units, or the owner agrees to set-aside a portion of the units in an existing development. In certain cases, the PHA may use an additional 10 percent of its authorized voucher units for PBV assistance if units serving homeless; veterans; providing supportive housing for elderly or disabled; or located in areas where vouchers are difficult to use.

When funding becomes available, the Authority plans to use some of its vouchers under the Project Based Vouchers (PBV) option, as described at 24 CFR Part 983. This may be done in one of two ways.

First, LHA may issue a Request for Proposals from owners wishing to participate in the program. The criteria and procedures for such selections will be described in the RFP and in the LHA's Section 8 Administrative Plan.

Second, LHA may make non-competitive selections of owners whose projects included a competitive selection of proposals, such as housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program.

The Authority may also submit a proposal under an RFP for units in its public housing portfolio or a property it may acquire under its redevelopment authority for this purpose. The use of PBV is consistent with the overall PHA Plan, which is encouraging the development of affordable mixed-use, mixed-income housing particularly in consort with broader neighborhood revitalization efforts such as the Westlake project and other sites.

LHA's PBV criteria and procedures will propose the use of these resources in ways that facilitate achievement of its overall housing goals in general and the mobilization of potential relocation resources, to address the housing needs of LHA families at developments slated to be redeveloped, including, but not limited to, the Cecil Gober Villas, Dakota Park (Carrington Place) and Westlake Apartments projects and/or other similar communities and situations. Under the HUD Asset Management Model, some of LHA's developments are not financially sustainable because insufficient Annual Contract Contribution (ACC) subsidy is received from HUD to support their operations. LHA is currently evaluating options for restructuring the properties; possibly seeking to convert these properties to Project-based Section 8 communities through RAD.

LHA may project-base units or convert all of LHA's communities to RAD including but not limited to Carrington Place, John Wright, Cecil Gober, Twin Lakes Estates, any new development and Renaissance at Washington Ridge Development project (s). LHA is planning on converting its FAIR CLOTH PH units into PBVs.

LHA utilized 80 project-based vouchers within the phase 3 (Twin Lakes Phase 3) of the West Lake Apartments Low Income Housing Tax Credit project and 99 for the Manor at West Bartow this 179 PBV units are exempted from the total number of units calculated using the maximum 20% of the PHA Consolidated Annual Contract pursuant HUD rules and regulations as these units are set aside for Elderly and Disabled families. 18 PBV are being utilized at Villas of Lake Bonnet for families. The PHA Consolidated Annual Contract counts with 1656 Section 8 units, the PHA can convert up to 20% (330 Vouchers) of these units into PBV. Additionally, another 10% (165) can be converted following the below requirements. Based on the before mentioned Project Based Vouchers numbers the PHA vouchers conversion availability is 298.

Project-Based Units [FR Notice 1/18/17; Notice PIH 2017-21] The PHA may project-base an additional 10 percent of its units above the 20 percent program limit. The units may be distributed among one, all, or a combination of the categories if the total number of units does not exceed the 10 percent cap.

Units qualify under this exception if the units:

- Are specifically made available to house individuals and families that meet the definition of homeless.
- Are specifically made available to house families that are comprised of or include a veteran. - Veteran means an individual who has served in the United States Armed Forces.
- Provide supportive housing to persons with disabilities or elderly persons as defined in 24CFR 5.403.
- Are located in a census tract with a poverty rate of 20 percent or less, as determined in the most recent Census.

Notice PIH 2015-05 (Project-Based Voucher (PBV) Guidance): a. "Section I – Timely Reporting of the Family Report (form HUD-50058 and form HUD 50058 MTW) into the Inventory Management System/Public Indian Housing Information Center (IMS/PIC) and Timely Submission into the Voucher Management System (VMS) for Project Based Vouchers" is adopted with updates to VMS reporting per page 6 of 67 VMS User's Manual release 8.9.0.0 (April 2016). (Appendix III) b. "Section II – Maximum Amount of PBV Assistance (20 Percent Limit) in the PBV Program and PHA Submission requirements under 24 CFR 983.6(d)" is superseded by HOTMA, under which a PHA may project base up to 20 percent of its Consolidated Annual Contributions Contract authorized units, instead of 20 percent of its voucher budget authority. This notice revises the requirements for PHA notification to HUD of the intent to project-base.

The Lakeland Housing Authority has amended its Annual, MTW, and five-year PHA Plan because it was a successful applicant in the Rental Assistance Demonstration (RAD). As a result, LHA will be converting to Project Based Vouchers under the guidelines of H-2019-09/PIH 2019-23, REV-4 and any successor Notices. LHA's conversion strategy will consist of a "RAD/Section 18 blend", as authorized by the Notice, where new Project-Based Vouchers activities need to be described in LHA's five-year PHA Plan 50075-ST, Section B.2, New Activities

Demolition Disposition

Dakota Park (aka Carrington Place Apartments): Though this amendment discusses the Dakota Park RAD conversion below, LHA is also considering the Section 18 Demolition and Disposition of the site as an alternative to RAD. The site consists of 40 units of which 20 are public housing units. The proposed action is based on the obsolescence of the units, as demonstrated by a Physical Needs Assessment report, prepared by Bureau Veritas and dated July 26, 2024. The estimated rehabilitation cost for Carrington Place Apartments exceeds \$7.9 million, which surpasses HUD's threshold for viability—set at 57.14% of the Total Development Cost (TDC) for non-elevator buildings. With the TDC for a new development in Lakeland, FL, ranging up to \$12.8 million, the high cost of required structural repairs, mold remediation, and system replacements at Carrington Place makes rehabilitation financially impractical, justifying HUD's approval for demolition due to obsolescence.

In response to this situation, the LHA plans to redevelop the site into a 100-unit mixed-income community. This new development will not only replace all demolished units but will also elevate the standard of affordable housing through sustainable and high-quality construction, reflecting LHA's commitment to revitalizing the community and enhancing the lives of its residents. The proposed redevelopment is planned to proceed regardless of whether the RAD conversion, Section 18 Demolition/Disposition action, or a blend of both strategies is ultimately selected.

Project-Based Vouchers

PHA Plan Requirements: "If a PHA intends to use the PBV program, it must provide: 1) the projected number of PBV units, 2) their general locations, 3) the work it plans to do on the property or site, 4) how many units of PBV it is planning on adding to the site, and 5) how project-basing is consistent with its PHA Plan."

LHA plans to use the PBV program for project-basing units at the following properties as part of a RAD/Section 18 blended conversion.

- Micro-Cottages at Williamstown

1. Projected number of units: 38

2. Location: 1450 Kennedy Boulevard Lakeland, Florida 33810

3. Work plans to do on the property: The PBV units will be part of a "RAD/Section 18 blend" conversion project aimed at the preservation of the property. The property, built in 2018, is in excellent condition, requiring no renovations with the RAD conversion.

4. The property consists of 48 units. As part of the RAD conversion project, 10 units will be RAD-PBV units and 38 will be non-RAD PBV units resulting from tenant protections vouchers (TPV) from the Section 18 action. All 48 units will be processed under the RAD program.

5. Consistency with LHA Plan: The use of Project-Based Vouchers (PBV) at the Micro-Cottages at Williamstown aligns with the LHA's PHA Plan by supporting the preservation and repositioning of existing public housing. Through a RAD/Section 18 blended conversion, this project ensures the long-term affordability and sustainability of the units, consistent with LHA's goal to maintain and improve public housing stock.

- Renaissance at Washington Ridge

1. Projected number of units: 86

2. Location: 150 West 14th Street Lakeland, Florida 33810

3. Work plans to do on the property: The PBV units will be part of a "RAD/Section 18 blend" conversion project aimed at the preservation of the property. Renovations will include kitchen cabinets, appliances, bathroom upgrades, flooring and painting throughout the units and air conditioning replacements. Exterior renovations will include exterior wall repairs, siding and painting and accessibility upgrades as needed.

4. The property is a Mixed Finance Development consisting of 196 units, of which 108 are ACC (public housing) units. As part of the RAD conversion project, 22 units will be RAD-PBV units and 86 will be non-RAD PBV units resulting from tenant protections vouchers (TPV) from the Section 18 action. All 196 units will be processed under the RAD program.

5. Consistency with LHA Plan: The use of Project-Based Vouchers (PBV) at Renaissance at Washington Ridge aligns with the LHA's PHA Plan by supporting the preservation and repositioning of existing public housing. Through a RAD/Section 18 blended conversion, this project ensures the long-term affordability and sustainability of the units, consistent with LHA's goal to maintain and improve public housing stock.

- Dakota Park (Carrington Place Apartments)

1. Projected number of units: 16

2. Location: 1411 Kettles Avenue, Lakeland, Florida 33815

3. Work plans to do on the property: The PBV units will be part of a "RAD/Section 18 blend" conversion project aimed at the redevelopment of the property.

4. The property is a Mixed Finance Development consisting of 40 units, of which 20 are ACC (public housing) units. As part of the RAD conversion project, 4 units will be RAD-PBV units and 16 will be non-RAD PBV units resulting from tenant protections vouchers (TPV) from the Section 18 action.. All 40 units will be processed under the RAD program. The units will be replaced with new construction units as part of a 100 units redevelopment effort.

5. Consistency with LHA Plan: The use of Project-Based Vouchers (PBV) at Dakota Park aligns with the LHA's PHA Plan by supporting the redevelopment of existing public housing sites and replacement of existing units with new construction. Through a RAD/Section 18 blended conversion, this project ensures the long-term affordability and sustainability of the units, consistent with LHA's goal to maintain and improve public housing stock.

- John Wright Homes and Cecil Gober Villas (Colton/Bonnet AMP)

1. Projected number of units: 46

2. Location 1: Elizabeth St, Lakeland FL. Location 2: 2130 Elizabeth St, Lakeland FL

3. Work plans to do on the property: The PBV units will be part of a "RAD/Section 18 blend" conversion project aimed at the preservation of the properties.

4. The properties are Public Housing sites consisting of 57 units. As part of the RAD conversion project, 11 units will be RAD-PBV units and 46 will be non-RAD PBV units resulting from tenant protections vouchers (TPV) from the Section 18 action.. All 57 units will be processed under the RAD program. The units will be substantially rehabilitated.

5. Consistency with LHA Plan: The use of Project-Based Vouchers (PBV) at the John Wright Homes and Cecil Gober Villas aligns with the LHA's PHA Plan by supporting the preservation and repositioning of existing public housing. Through a RAD/Section 18 blended conversion, this project ensures the long-term affordability and sustainability of the units, consistent with LHA's goal to maintain and improve public housing stock.

Conversion of Public Housing to Project-Based Rental Assistance of Project-Based Vouchers under RAD

The Lakeland Housing Authority is amending its five-year PHA Plan because it was a successful applicant in the Rental Assistance Demonstration (RAD). As a result, PCC will be converting to Project Based Vouchers under the guidelines of H-2019-09/PIH 2019-23, REV-4 and any successor Notices. Upon conversion to Project Based Vouchers the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.6 of H-2019-09/PIH 2019-23, REV-4; and H-2016-17/PIH-2016-17. These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. Additionally, LHA certifies that it is currently compliant with all fair housing and civil rights requirements.

RAD was designed by HUD to assist in addressing the capital needs of public housing by LHA with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that LHA may also borrow funds to address their capital needs. LHA will also be contributing Capital Funds in the amount of \$1,300,000 towards the conversion.

Below, please find specific information related to the Public Housing Developments selected for RAD:

<u>Development #1</u>	(i.e., Family, Elderly, etc.):	(i.e., Family, Elderly, etc.):	of Development: (Annual Capital Fund Grant, divided by total
<u>Name of Public Housing Development:</u> <i>Twin Lakes Estates Phase I 10</i>	<u>PIC Development ID:</u> <i>Elderly/Disabled FL011000006</i>	<u>Conversion type (i.e., PBV or PBRA):</u> <i>Elderly/Disabled PBV</i>	<u>Transfer of public Assistance, (if yes, please put the location if known, and number of units in # of units transferring) project)</u> <i>N/A</i>
<u>Total Units:</u>	<u>Pre-RAD Unit Type</u>	<u>Post-RAD Unit Type</u>	<u>Capital Fund allocation</u> <i>\$26,000</i>
<u>Bedroom Type:</u>	<u>Number of Units Pre-Conversion</u>	<u>Number of Units Post-Conversion</u>	<u>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</u>
Studio/Efficiency			
One Bedroom	<i>6</i>	<i>6</i>	
Two Bedroom	<i>4</i>	<i>4</i>	
Three Bedroom			
Four Bedroom			
Five Bedroom			
Six Bedroom			
(If performing Transfer Assistance):	(Explain any changes in in the policies that govern eligibility, admission, selection, and occupancy of units at the project after it has been converted)		

The site complies with the Site selection requirements set for at 24 CFR § 983.57, the Fair Housing Act, Title VI of the Civil Rights Act of 1964, including implementing regulations at 24 CFR § 1.4(b)(3), Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Development #2

<u>Name of Public Housing Development:</u> <i>Twin Lakes Estates Phase II</i>	<u>PIC Development ID:</u> <i>FL011000007</i>	<u>Conversion type (i.e., PBV or PBRA):</u> <i>PBV</i>	<u>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</u> <i>N/A</i>
<u>Total Units:</u>	<u>Pre-RAD Unit Type (i.e., Family, Elderly, etc.):</u>	<u>Post-RAD Unit Type (i.e., Family, Elderly, etc.):</u>	<u>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total</u>

14	General Occupancy	General Occupancy	<u>number of public housing units in PHA, multiplied by total number of units in project)</u> \$26,000
Bedroom Type:	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)
Studio/Efficiency			
One Bedroom	2	2	
Two Bedroom	8	8	
Three Bedroom	4	4	
Four Bedroom			
Five Bedroom			
Six Bedroom			
(If performing Transfer Assistance):	(Explain any changes in in the policies that govern eligibility, admission, selection, and occupancy of units at the project after it has been converted)		

The site complies with the Site selection requirements set for at 24 CFR § 983.57, the Fair Housing Act, Title VI of the Civil Rights Act of 1964, including implementing regulations at 24 CFR § 1.4(b)(3), Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Development #3

<u>Name of Public Housing Development:</u> Micro-Cottages at Williamstown	<u>PIC Development ID:</u> FL011000005	<u>Conversion type (i.e., PBV or PBRA):</u> PBV	<u>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</u> N/A
<u>Total Units:</u>	<u>Pre-RAD Unit Type (i.e., Family, Elderly, etc.):</u>	<u>Post-RAD Unit Type (i.e., Family, Elderly, etc.):</u>	<u>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in</u>

48	General Occupancy	General Occupancy	project) \$140,000
Bedroom Type:	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)
Studio/Efficiency			
One Bedroom	2	2	
Two Bedroom	46	46	
Three Bedroom			
Four Bedroom			
Five Bedroom			
Six Bedroom			
(If performing Transfer Assistance):	(Explain any changes in in the policies that govern eligibility, admission, selection, and occupancy of units at the project after it has been converted)		

The site complies with the Site selection requirements set for at 24 CFR § 983.57, the Fair Housing Act, Title VI of the Civil Rights Act of 1964, including implementing regulations at 24 CFR § 1.4(b)(3), Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Development #4

<u>Name of Public Housing Development:</u> Renaissance at Washington Ridge	<u>PIC Development ID:</u> FL011000003	<u>Conversion type (i.e., PBV or PBRA):</u> PBV	<u>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</u> N/A
<u>Total Units:</u> 108	<u>Pre-RAD Unit Type (i.e., Family, Elderly, etc.):</u> General Occupancy	<u>Post-RAD Unit Type (i.e., Family, Elderly, etc.):</u> General Occupancy	<u>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</u> \$250,000

Bedroom Type:	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)
Studio/Efficiency			
One Bedroom	36	36	
Two Bedroom	48	48	
Three Bedroom	22	22	
Four Bedroom	2	2	
Five Bedroom			
Six Bedroom			
(If performing Transfer Assistance):	(Explain any changes in the policies that govern eligibility, admission, selection, and occupancy of units at the project after it has been converted)		

The site complies with the Site selection requirements set for at 24 CFR § 983.57, the Fair Housing Act, Title VI of the Civil Rights Act of 1964, including implementing regulations at 24 CFR § 1.4(b)(3), Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Development #5

<u>Name of Public Housing Development:</u> Dakota Park	<u>PIC Development ID:</u> FL011000002	<u>Conversion type (i.e., PBV or PBRA):</u> PBV	<u>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</u> N/A
<u>Total Units:</u> 20	<u>Pre-RAD Unit Type (i.e., Family, Elderly, etc.):</u> General Occupancy	<u>Post-RAD Unit Type (i.e., Family, Elderly, etc.):</u> General Occupancy	<u>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</u> \$500,000
Bedroom Type:	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance,

			Unit Reconfigurations, etc.)
Studio/Efficiency			
One Bedroom			
Two Bedroom	8	20	Unit Reconfiguration
Three Bedroom	5		
Four Bedroom	6		
Five Bedroom	1		
Six Bedroom			
(If performing Transfer Assistance):	(Explain any changes in in the policies that govern eligibility, admission, selection, and occupancy of units at the project after it has been converted)		

The site complies with the Site selection requirements set for at 24 CFR § 983.57, the Fair Housing Act, Title VI of the Civil Rights Act of 1964, including implementing regulations at 24 CFR § 1.4(b)(3), Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Development #6

<u>Name of Public Housing Development:</u> Colton/Bonnet (John Wright Homes and Cecil Gober Villas)	<u>PIC Development ID:</u> FL011000001	<u>Conversion type (i.e., PBV or PBRA):</u> PBV	<u>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</u> <u>N/A</u>
<u>Total Units:</u> 57	<u>Pre-RAD Unit Type (i.e., Family, Elderly, etc.):</u> General Occupancy	<u>Post-RAD Unit Type (i.e., Family, Elderly, etc.):</u> General Occupancy	<u>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</u> \$500,000
<u>Bedroom Type:</u>	<u>Number of Units Pre-Conversion</u>	<u>Number of Units Post-Conversion</u>	<u>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</u>
Studio/Efficiency			

One Bedroom	37	37	
Two Bedroom	10	10	
Three Bedroom	10	10	
Four Bedroom			
Five Bedroom			
Six Bedroom			
(If performing Transfer Assistance):	(Explain any changes in in the policies that govern eligibility, admission, selection, and occupancy of units at the project after it has been converted)		

The site complies with the Site selection requirements set for at 24 CFR § 983.57, the Fair Housing Act, Title VI of the Civil Rights Act of 1964, including implementing regulations at 24 CFR § 1.4(b)(3), Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Resident Rights, Participation, Waiting List and Grievance Procedures

Appended to this attachment:

- H 2019-09/PIH 2019-13, REV-4 Section 1.6.C & Section 1.6.D
- H-2016-17/PIH-2016-17

Definition

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

- a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance;
- b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- d. Changes to the financing structure for each approved RAD conversion.

B.3	Progress Report. Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. The Housing Authority of the City of Lakeland is meeting its Mission to provide quality, affordable housing, and self-sufficiency opportunities in an effective and professional manner by passing every HUD inspection/audit and staying in compliance with HUD, State and Local rules and regulations. Additionally, we are actively working on meeting our goals as follow: MTW Goal is to assist every family participating in all housing programs achieved self-sufficiency. Goal #1: Increase the number of affordable housing units by at least 50%. We were able to build 100 Senior units for PHASE 1 of the Twin Lakes Development and PHASE 2 with 132 units of affordable housing. PHASE 3 is seeking funding to add another 78 to 96 units. The Williamstown Community added 48 Public Housing) was approved, built, and is now fully occupied. The agency is planning to develop 120 units for sale or rent on the 10th Street site and is selling the mixed-use land at the Arbor Manor site, the proceeds will be used to continue developing more affordable housing. We are in the planning stages of developing other communities that will be named soon. Goal #2: Maintain the "MTW" Moving to Work status in Public Housing and Section 8. Maintain a public housing vacancy rate of 5% or less. LHA has been able to maintain the vacancy at or below 3%. Maintain an average work order response time of less than three days. Collect at least 95% of the rent and other charges excluding fraud recovery and major tenant abuse due to LHA. Reduce utility usage (including water) by 25% by December 31, 2029. Maintain a Section 8 lease-up rate of at least 98% while not exceeding HUD limitations. Continue and improve task tracking / management by objectives. Enhance internal operations to reduce costs, improve efficiencies, and become even more effective and professional. Goal #3: Maintain and improve our public image through enhanced communication, coordination, and accountability with outside entities, among the staff and with residents. Goal #4: Be the premier innovative and effective affordable housing provider in Florida. Goal #4b: Continue to develop new business programs to employee as many local residents as possible. Apply for additional housing choice vouchers as they become available. Seek out new funding opportunities as they become available including but not limited to LIHTC. Develop, rehab and/or build new communities in all LHA owned land or parcels and re-develop the West Lake Apartments community, John Wright Homes, Carrington Place, Renaissance at Washington Ridge and other future projects to be named in the near future. Implement and run a successful Section 8 Homeownership program. Incorporate non-traditional entrepreneurial methods and practices that positively impact affordable housing in LHA's jurisdiction. Incorporate financially feasible Green and Sustainability Best Practices in all future developments. Obtain at least \$10 million in grants and/or leveraging from all sources by December 31, 2029. Goal #5: Increase and encourage the self-sufficiency efforts of all residents. (On-going) Increase the usage of LHA educational and computer literacy programs by 25% by December 31, 2029. Substantially increase the number of LHA seniors and people with disabilities using LHA sponsored programs by December 31, 2029. Goal #6: Maintain a high level of employee relations and morale. (On-going) Enhance lines of communication through staff meetings and other necessary internal communications to provide updates and progress reports about agency activities. Continue to reward performance through the timely implementation of a performance management system and the incentive pay program. Encourage and support staff partaking in training and continuing education opportunities to the greatest degree possible within funding constraints. Conduct an annual employee satisfaction survey and update the salary charts. The Housing Authority of the City of Lakeland continues to comply with the Violence Against Women Act ("VAWA") which protects applicants, tenants, and program participants in certain HUD programs from being evicted, denied housing assistance, or terminated from housing assistance based on acts of domestic violence, dating violence, sexual assault, or stalking against them. Despite the name of this law, VAWA protection is available to victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation. The Housing Authority of the City of Lakeland applies the VAWA policy to all programs funded by the U.S. Department of Housing and Urban Development.
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B.4	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. The 5-year action plan for 2019 to 2024 was approved by HUD on 2024. The new 5-year 2024 to 2029 plan was entered into EPIC for HUD approval. Forced account will be used as a way of saving funds while servicing the communities and making the necessary maintenance repairs and/or modernization work including but not limited to capital items, replacement of systems, etc....
B.5	Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y N ☐ ☒ (b) If yes, please describe:
C. Other Document and/or Certification Requirements.	
C.1	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the PHA Plan? Y N ☐ ☒ (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. N/A

C.2	Certification by State or Local Officials. Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. Completed
C.3	Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. Completed
C.4	Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y N ☐ ☒ (b) If yes, include Challenged Elements. No challenges.

C.5

Troubled PHA.

(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?

Y N N/A

☐ ☒ ☐

(b) If yes, please describe:

Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section (24 CFR 903.4).

A.1 Include the full **PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and Number of HCVs, PHA Plan Submission Type**, and the **Public Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. Note: The number of HCV's should include all special purpose vouchers (e.g. Mainstream Vouchers, etc.) (24 CFR 903.23(e)).

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table (24 CFR 943.128(a)).

B. Plan Elements. All PHAs must complete this section.

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

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no" (24 CFR 903.7).

☐ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location (24 CFR 903.7(a)(2)(i)). Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy (24 CFR 903.7(a)(2)(ii)).

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2 (24 CFR 903.23(b)). Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR 903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements (24 CFR 903.7(b)). Describe the PHA's procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists (24 CFR 903.7(b)). A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV (24 CFR 903.7(b)). Describe the unit assignment policies for public housing (24 CFR 903.7(b)).

☐ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program and state the planned use for the resources (24 CFR 903.7(c)).

☐ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies (24 CFR 903.7(d)).

☐ **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA (24 CFR 903.7(e)).

☐ **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants (24 CFR 903.7(f)).

☐ **Homeownership Programs.** A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or HCV homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval (24 CFR 903.7(k)).

☐ **Community Service and Self Sufficiency Programs.** Describe how the PHA will comply with the requirements of (24 CFR 903.7(l)). Provide a description of: (1) Any programs relating to services and amenities provided or offered to assisted families; and (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS (24 CFR 903.7(l)).

☐ **Safety and Crime Prevention (VAWA).** Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities (24 CFR 903.7(m)). Note: All coordination and activities must be consistent with federal civil rights obligations. A description of: (1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to survivors of domestic violence, dating violence, sexual assault, or stalking; (2) Any activities, services, or programs provided or offered by a PHA that helps survivors of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and (3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance survivor safety in assisted families (24 CFR 903.7(m)(5)).

☐ **Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing (24 CFR 903.7(n)).

☐ **Asset Management.** State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory (24 CFR 903.7(q)).

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan (24 CFR 903.7(s)(2)(i)).

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan (24 CFR 903.7(s)(2)(ii)). For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH 2019-23(HA), successor RAD Implementation Notices, or other RAD Notices.

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

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2 (24 CFR 903.23(b)).

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

☐ **Choice Neighborhoods Grants.** (1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Choice Neighborhoods Grants; and (2) A timetable for the submission of applications or proposals. The application and approval process for Choice Neighborhoods is a separate process. See guidance on HUD's website at: <https://www.hud.gov/cn> (Notice PIH 2011-47).

☐ **Modernization or Development (Conventional & Mixed-Finance).** (1) A description of any Public Housing (including name, project number (if known) and unit count) for which the PHA will apply for modernization or development; and (2) A timetable for the submission of applications or proposals. The application and approval process for modernization or development is a separate process. (See 24 CFR part 905 and guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4).

☐ **Demolition and/or Disposition.** With respect to public housing only, (1) describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) a timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/centers/sac/demo_dispo/ and 24 CFR 903.7(h).

☐ **Designated Housing for Elderly and Disabled Families.** Describe any public housing projects owned, assisted, or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: (1) development name and number; (2) designation type; (3) application status; (4) date the designation was approved, submitted, or planned for submission; (5) the number of units affected and (6) expiration date of the designation of any HUD approved plan. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation (24 CFR 903.7(i)(c)).

☐ **Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe (1) any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; (2) an analysis of the projects or buildings required to be converted under Section 33; and (3) a statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at the Special Applications Center (SAC) (<https://www.hud.gov/sac>) and 24 CFR 903.7(j).

☐ **Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program (including Faircloth to RAD).** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. Note that all PHAs shall be required to provide the information listed in Attachment 1D of Notice PIH 2019-23(HA) as a significant amendment or its successor notice. See additional guidance on HUD's website at: <https://www.hud.gov/RAD/library/notices>.

☐ **Homeownership Programs.** A description of any Section 5h, Section 32, Section 8y, or HCV homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval (24 CFR 903.7(k)).

☐ **Occupancy by Over-Income Families.** A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty day notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. (See additional guidance on HUD's website at: Notice PIH-2021-35 (24 CFR 960.503) (24 CFR 903.7(b)).

☐ **Occupancy by Police Officers.** The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency

may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: Notice PIH 2021-35. (24 CFR 960.505) (24 CFR 903.7(b))
NOTE: All activities must be consistent with civil rights laws – including ensuring that it does not have a disparate impact on protected class groups based on race, color, religion, national origin, sex (including sexual orientation), familial status, and disability.

☐ **Non-Smoking Policies.** The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: Notice PIH 2009-21 and Notice PIH-2017-03 (24 CFR 903.7(e)).

☐ **Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 24 CFR 983.55(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations (including if PBV units are planned on any former or current public housing units or sites), and describe how project-basing would be consistent with the PHA Plan (24 CFR 903.7(b)(3), 24 CFR 903.7(r)).

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR 990.145(a)(1).

☐ **Other Capital Grant Programs** (i.e., Capital Fund Lead Based Paint, Housing Related Hazards, At Risk/Receivership/Substandard/Troubled Program, and/or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the applicable Fiscal Year, provide a description of the activity in the space provided.

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan (24 CFR 903.7(s)(1)).

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR 903.7 (g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided (24 CFR 903.7(p)).

C. Other Document and/or Certification Requirements.

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations (24 CFR 903.13(c), 24 CFR 903.19).

C.2 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR 903.15). **Note:** A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of 24 CFR 5.150 et. seq., 24 CFR 903.7(o)(1), and 903.15.

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public (24 CFR 903.23(b)).

C.5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A" (24 CFR 903.9).

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 5.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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



Lakeland Housing Authority Moving to Work (MTW) Agency Plan Amendment 2026

Explanatory Note to Public Reviewers of the Proposed Moving to Work Supplement Fillable Form

The Moving to Work (MTW) Supplement collects information about policies implemented by MTW expansion agencies. MTW agencies use it to communicate their plans with residents and community stakeholders through required public comment processes, and HUD uses the information collected to monitor and evaluate the MTW demonstration program. MTW agencies will submit the MTW Supplement to HUD annually, and amend as needed. HUD plans to make the MTW Supplement into a fillable form so as to reduce respondent burden and make the information collected more useful to HUD. When the MTW Supplement is available through the fillable form, it will include skip patterns¹ that prompt the user to populate only the sections relevant to what they are currently implementing. It will also include screening questions that will ask which waivers and associated activities they are currently implementing, plan to implement in the upcoming year, or will be discontinued in the submission year. The MTW Agency will be able to print the information from the MTW Supplement in a reader-friendly format in order to inform the public of its plans for the upcoming year. The purposes of the MTW Supplement are two-fold: it reports to HUD what is happening at the local level in a way that the Department can monitor and evaluate; and, more importantly, it informs the public about what the agency is planning and gives the public the ability to provide comment.

The MTW Supplement asks for information about each of the MTW Waivers and associated activities that are made possible by the MTW Operations Notice, Safe Harbor Waivers and Agency-Specific Waivers, and a few other types of information. MTW agencies will fill in information/data through a fillable form and the information collected will be stored in a database so that it can be analyzed by HUD. The approved forms will be posted to the MTW website for viewing by the public. For instance, it will be simple to find out how many MTW agencies and which MTW agencies are implementing each type of activity. It will also simplify reporting for the MTW agency since information will carry over year-to-year in the fillable form so that information that does not change from year to year will be pre-populated, thereby reducing respondent burden.

This document lists the sections of the MTW Supplement and then presents the proposed questions to be included in the MTW Supplement for MTW agencies to answer annually. Throughout the online version, there will be a dropdown menu option that makes it clear as to which activities an agency is permitted to do within the safe harbors of the MTW Operations Notice, Appendix I, MTW Waivers.

Sections of the MTW Supplement:

- A. PHA Information
- B. Narrative
- C. MTW Waivers and Associated MTW Activities
- D. Safe Harbor Waivers
- E. Agency-Specific Waivers
- F. Public Housing Operating Subsidy Grant Reporting
- G. MTW Statutory Requirements
- H. Public Comments
- I. Evaluations
- J. MTW Certifications of Compliance

Information to be Collected for MTW Activities

There are many MTW activities, subject to limitations as outlined in the MTW Operations Notice, that an MTW agency may implement. Each MTW agency will likely only engage in a subset of these MTW activities. The MTW Supplement will first ask MTW agencies to identify which MTW activities they are proposing to implement and which of those MTW activities they are already implementing. MTW agencies will subsequently be asked to provide information only about the MTW activities they are proposing to implement or are already implementing. This feature will reduce respondent burden. MTW waivers have associated MTW activities. MTW agencies are also able to combine MTW activities into their own initiatives.

MTW agencies will be asked for specific information about each MTW activity they are proposing to implement or are already implementing. There are six types of questions that could be asked about each MTW activity. The exact mix of questions will depend partly upon the MTW activity and partly upon the requirements for that MTW activity listed in the MTW Operations Notice. The six types of questions are:

- (1) Core—questions applicable to most MTW activities
- (2) Custom—questions specific to an individual MTW activity
- (3) Safe Harbor Waiver—questions asked when the MTW activity requires a Safe Harbor Waiver
- (4) Hardship Policy—questions asked when the MTW Operations Notice requires a hardship policy for the MTW activity
- (5) Impact Analysis—questions asked when the MTW Operations Notice requires an impact analysis for the MTW activity
- (6) Agency-Specific Waiver—questions asked when the MTW activity requires an Agency-Specific Waiver

¹ A skip pattern is a question or series of questions associated with a conditional response.

Questions

The questions are presented below by type, beginning with the core questions. In the final online version of the MTW Supplement, the relevant questions from each type will be asked together in relation to each MTW activity the MTW agency is proposing to implement or is already implementing. The final online version of the MTW Supplement will be set up to allow for different versions of the same MTW activity—for instance, a different minimum rent for the non-elderly/non-disabled than for the elderly/disabled. The final online version of the MTW Supplement will also be able to autofill items with information from previous years. This feature will reduce respondent burden.

Table 1, at the end of this document, lists the MTW activities and indicates which types of questions need to be asked about each one.

MTW Supplement to the Annual PHA Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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Purpose. The Moving to Work (MTW) Supplement to the Annual PHA Plan informs HUD, families served by the PHA, and members of the public, about the MTW Waivers and associated activities that the MTW agency seeks to implement in the coming Fiscal Year and updates the status of MTW activities that have been previously approved. It also provides information about Safe Harbor Waivers, Agency-Specific Waivers, compliance with MTW statutory requirements, and evaluations. The MTW Supplement does not replace the PHA Plan. MTW agencies must continue to submit the applicable PHA Plan. MTW agencies that are not required to submit annual PHA Plans under the Housing and Economic Recovery Act of 2008 (HERA) must submit the MTW Supplement annually, in addition to holding public hearings, obtaining board approval, and consulting with Resident Advisory Boards (RABs) and tenant associations, as applicable, on planned MTW activities.

Applicability. Form HUD-50075-MTW is to be completed annually by all MTW agencies brought onto the MTW Demonstration Program pursuant to Section 239 of the Fiscal Year 2016 Appropriations Act, P.L. 114-113 (2016 MTW Expansion Statute) or legacy MTW agencies² that chose to follow the requirements of the MTW Operations Notice.

Definitions. All terms used in this MTW Supplement are consistent with the definitions stated in the MTW Operations Notice, including:

- (1) **Local, Non-Traditional Activities (LNT)** – Those MTW activities that use MTW funding flexibility outside of the Housing Choice Voucher (HCV) and public housing programs established in Sections 8 and 9 of the U.S. Housing Act of 1937.
- (2) **Safe Harbors** – The additional parameters or requirements, beyond those specified in the MTW activity description itself found in the MTW Operations Notice, following each activity description, that the MTW agency must follow in implementing MTW activities.
- (3) **Substantially the Same Requirement** – A statutory MTW requirement that MTW agencies must continue to assist substantially the same total number of eligible low-income families as would have been served absent the MTW demonstration.

A.	PHA Information.
A.1	PHA Name: _____ PHA Code: _____ MTW Supplement for PHA Fiscal Year Beginning: (MM/DD/YYYY): _____ PHA Program Type: ☐ Public Housing (PH) only ☐ Housing Choice Voucher (HCV) only ☐ Combined MTW Cohort Number: _____ MTW Supplement Submission Type: ☐ Annual Submission ☐ Amended Annual Submission
B.	Narrative.
B.1	MTW Supplement Narrative. The narrative provides the MTW agency with an opportunity to explain to the public, including the families that it serves, its MTW plans for the fiscal year and its short and long-term goals. The MTW agency should provide a description of how it seeks to further the three MTW statutory objectives during the coming Fiscal Year. Those three MTW statutory objectives are: (1) to reduce cost and achieve greater cost effectiveness in federal expenditures; (2) to give incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient; and (3) to increase housing choices for low-income families.

² Legacy MTW Agencies are agencies that were designated as MTW as of December 15, 2015

C.	MTW Waivers and Associated Activities.
	NOTE: MTW agencies are reminded that all MTW Waivers and associated activities must be implemented in accordance with the MTW Operations Notice and within its safe harbors unless a Safe Harbor or Agency-Specific Waiver approval is provided by HUD, in which case, the activity utilizing the Safe Harbor or Agency-Specific Waiver must be implemented in accordance with the terms of the approval.
Screener	For all MTW Waivers and Activities in Section C, the screening question listed below will be presented in the fillable form. This will allow the form to only display those waivers that input where is required. Each waiver and activity will be listed with the following choices. If “Not Currently Implemented” is selected, the agency will not be shown any further questions for the activity. • Currently Implementing • Plan to Implement in the Submission Year • Will be Discontinued in the Submission Year • Was Discontinued in a previous Submission Year • Not Currently Implemented
Core Questions	The following core questions apply to all of the MTW Waivers and associated activities listed in the MTW Operations Notice. The core questions collect basic information about any MTW activity proposed or implemented by MTW agencies.

Text	Input options and instructions
Narrative. Describe the MTW activity, the MTW agency’s goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative.	Text box [Note: If an MTW agency has the same MTW activity in both its public housing and HCV programs, it receives instructions to <u>just</u> write one narrative explaining that it covers both programs.]
MTW Statutory Objectives. Which of the MTW statutory objectives does this MTW activity serve?	(Check at least one) ☐ Cost effectiveness ☐ Self-sufficiency ☐ Housing choice
Cost implications. What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.	(Check at least one) ☐ Neutral (no cost implications) ☐ Increased revenue ☐ Decreased revenue ☐ Increased expenditures ☐ Decreased expenditures
Different policy by household status/family types/sites? Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?	☐ The MTW activity applies to all assisted households ☐ The MTW activity applies only to a subset or subsets of assisted households <i>If the agency selects “The MTW activity applies only to a subset or subsets of assisted households” then the agency will receive the following three questions:</i>
Household Status. Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?	(Check one) ☐ New admissions (i.e., applicants) only ☐ Currently assisted households only ☐ New admissions and currently assisted households

Text	Input options and instructions
Family Types. Does the MTW activity apply to all family types or only to selected family types?	☐ The MTW activity applies to all family types ☐ The MTW activity applies only to selected family types <i>If the agency selects "The MTW activity applies to all family types" it does not get any further questions about family types. If the agency selects "The MTW activity applies only to selected family types" it is presented the following question and options:</i> Please select the family types subject to this MTW activity: ☐ Non-elderly, non-disabled families ☐ Elderly families ☐ Disabled families (to the extent those families are not exempt via a reasonable accommodation) ☐ Other – another specifically defined target population or populations. Please describe this target population in the text box. [Text box]
Location. Depending on if responses are being provided for a public housing (PH) or HCV activity, the agency will either see questions applicable to PH or HCV. For PH activities: Does the MTW activity apply to all public housing developments? For HCV activities: Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?	For PH activities: ☐ The MTW activity applies to all developments ☐ The MTW activity applies to specific developments <i>If the agency selects "The MTW activity applies to specific developments" then it is presented the follow up question:</i> Which developments participate in the MTW activity? [agencies choose the applicable development number(s) from a list of their public housing developments] For HCV activities: ☐ The MTW activity applies to all tenant-based units ☐ The MTW activity applies to all properties with project-based vouchers ☐ The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers <i>If the agency selects "The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers" then it is presented the follow up question:</i> Please describe which tenant-based units and/or properties with project-based vouchers participate in the MTW activity. [Text box]
Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?	Yes/No [If Yes]: NO What is the status of the Safe Harbor Waiver request? ☐ The waiver request is being submitted for review with this submission of the MTW Supplement (see Section D). ☐ The waiver was previously approved. [If checked]: Please describe the extent to which the Safe Harbor Waiver is supporting the MTW agency's goal in implementing this MTW activity. [Text box]
Does this MTW activity require a hardship policy?	Yes/No/Already provided: Yes [If Yes]: Upload Hardship Policy - The policy is attached.
Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities. (Only upload hardship policy once when said policy applies to multiple MTW activities.)	Yes/No: N/A [If yes, a list will be presented to select the applicable MTW activities]

Text	Input options and instructions
Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?	This is the initial MTW plan.
How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?	_0_ [Numerical entry only] [if number > 0, further questions pop up]: _0_ How many hardship requests were approved? [Numerical entry only] _0_ How many hardship requests were denied? [Numerical entry only] _0_ How many are pending? [numerical entry only]
Does the MTW activity require an impact analysis?	NO
Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities. (Only upload impact analysis once when said impact analysis applies to multiple MTW activities.)	NO
Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.	N/A
Please provide an explanation as to why the activity was discontinued or will be discontinued.	N/A

Custom Questions	Custom questions are tailored to each MTW activity. In what follows, the MTW activities are listed with their custom questions. The final online version of the MTW Supplement will be set up so that if an MTW activity is the same in the HCV and/or public housing programs, the MTW agency fills in the information for public housing, then the information is auto populated for the HCV program. MTW agencies are asked to fill in answers only to questions that are relevant to the MTW activities they propose to implement or are already implementing.
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C.1	Tenant Rent Policies
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1.a., 1.b. - Tiered Rent (PH & HCV)	Input options and instructions
Please describe how the income bands are structured.	N/A
Please upload the tiered rent policy table that shows the income bands.	N/A
What is the income basis for assigning households to income bands?	___ This activity uses adjusted annual income as defined in 24 CFR 5.611 (as required for non-MTW PHAs) ___ This activity uses a different definition of income because we are using the following MTW waivers (check all that apply) ___ 1.r. and/or 1.s. "elimination of deductions" ___ 1.t. and/or 1.u. "standard deductions" ___ 1.v. and/or 1.w "alternative inclusions and exclusions"

1.c., 1.d. - Stepped Rent (PH & HCV)	Input options and instructions
Describe how the stepped rent is structured, including the following: how each household's rent will be set in the first year; how frequently rents will change and by what amount; and how the stepped rent will end (i.e., what is the maximum rent). Please	N/A

1.c., 1.d. - Stepped Rent (PH & HCV)	Input options and instructions
upload a document that presents the stepped rent schedule in the form of a table.	
If a household progresses all the way through the stepped rent schedule, what will their status be?	☐ They will no longer receive a subsidy ☐ They will continue to receive a shallow subsidy ☐ Other\Not Applicable. [If checked]: Please explain [Text box]
1.e., 1.f. - Minimum Rent (PH & HCV)	Input options and instructions
How much is the minimum rent or minimum Total Tenant Payment (TTP)?	\$
1.g., 1.h. - Tenant Payment as a Modified Percentage of Income (PH & HCV)	Input options and instructions
What percentage of income will equal the Total Tenant Payment (TTP)?	__%
What is the income basis for calculating Total Tenant Payment?	☐ This activity uses adjusted annual income as defined in 24 CFR 5.611 (as required for non-MTW PHAs) ☐ This activity uses a different definition of income because we are using the following MTW waivers (check all that apply) ☐ 1.r. and/or 1.s. "elimination of deductions" ☐ 1.t. and/or 1.u. "standard deductions" ☐ 1.v. and/or 1.w "alternative inclusions and exclusions"
1.i., 1.j. - Alternative Utility Allowance (PH & HCV)	Input options and instructions
Please describe the alternative method of calculating the utility allowances. Please explain how the method of calculating utility allowances is different from the standard method and what objective the MTW agency aims to achieve by using this alternative method.	No alternative utility allowance will be selected.
1.k., 1.l. - Fixed Rents/Subsidy (PH & HCV)	Input options and instructions
Describe the method used to establish the fixed rents.	No fixed rent
How many households are currently subject to this policy?	N/A

Table 1.k.1, 1.l.1 - What is the fixed rent/subsidy for each of the following unit sizes?

Unit Size	Rent Amount – PH	Subsidy Amount – HCV
Studio/Efficiency	\$	\$
One-bedroom	\$	\$
Two-bedroom	\$	\$
Three-bedroom	\$	\$
Four or more bedrooms	\$	\$

1.m., 1.n. - Utility Reimbursements (PH & HCV)	[No custom questions for this activity.]
1.o. - Initial Rent Burden (HCV)	Input options and instructions
If the MTW agency plans to implement a new maximum income-based rent percentage (higher than 40% of adjusted monthly income), what is that maximum?	__%
1.p., 1.q. - Imputed Income (PH & HCV)	Input options and instructions
Does the imputed income policy assume a set number of hours worked per individual or per household?	(Check one) ☐ Per individual ☐ Per household
How many hours per week are assumed?	30 Hours
What is the assumed wage rate?	The lesser of the State or Federal minimum

1.p., 1.q. - Imputed Income (PH & HCV)	Input options and instructions
How many households are currently subject to this policy?	_____ [number]
1.r., 1.s. - Elimination of Deduction(s) (PH & HCV)	Input options and instructions
Which deduction(s) will be eliminated, modified, or added?	(Check all that apply) ☐ Dependent allowance ☐ Unreimbursed childcare costs ☐ Other (please explain)
1.t., 1.u. - Standard Deductions (PH & HCV)	Input options and instructions
How much will the single standard deduction be in the Fiscal Year?	\$____
1.v., 1.w. - Alternative Income Inclusions/Exclusions (PH & HCV)	Input options and instructions
What inclusions or exclusions will be eliminated, modified, or added?	No changes

C.2	Payment Standards and Rent Reasonableness
2.a. - Payment Standards – Small Area Fair Market Rents (FMR) (HCV)	Input options and instructions
Please explain the payment standards by ZIP code or “grouped” ZIP codes.	N/A
2.b. - Payment Standards – Fair Market Rents (HCV)	Input options and instructions
Please explain the payment standards by FMR.	Payment standards will be calculated using HUD's FMRs at 120%
2.c. - Rent Reasonableness – Process (HCV)	
Describe the method used to determine rent reasonableness and the motivations for using a method different from the standard method.	LHA will follow the process pursuant HUD rules and Regulations.
2.d. - Rent Reasonableness – Third-Party Requirement (HCV)	Input options and instructions
Please explain or upload a description of the quality assurance method.	The HCV program uses a private software dedicated to doing RR's.
Please explain or upload a description of the rent reasonableness determination method.	See attached.

C.3	Reexaminations
3.a., 3.b. - Alternative Reexamination Schedule for Households (PH & HCV)	Input options and instructions
What is the recertification schedule?	(Check one) ☐ Once every two years ☐ Once every three years ☐ Other [If checked]: Please describe. [Text box]
How many interim recertifications per year may a household request?	☐ 0 ☐ 1 ☐ 2 or more
Please describe briefly how the MTW agency plans to address changes in family/household circumstances under the alternative reexamination schedule.	Families will have the opportunity to recertify their annual income, assets and family composition every three years, unless a reasonable accomodation request is approved.
3.c., 3.d. - Self-Certification of Assets (PH & HCV)	Input options and instructions
Please state the dollar threshold for the self-certification of assets.	\$____ \$50,000.

C.4	Landlord Leasing Incentives
4.a., 4.b., 4.c. - Vacancy Loss, Damage Claims, and Other Landlord Incentives (HCV)	Input options and instructions (The same custom questions are asked for each of these activities.)
Does this policy apply to certain types of units or to all units 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)?	☐ To all units [No follow-up questions] ☐ Certain types of units only [if checked, there are follow up questions]: What types of units does this policy apply to? ☐ Accessible units ☐ Units in particular types of areas or neighborhoods [if checked]: Please describe these areas briefly: [Text box] ☐ Units/landlords new to the HCV program ☐ Other [if checked]: Please describe briefly [Text box]
What is the maximum payment that can be made to a landlord under this policy?	Only for Emergency Housing Voucher when funding is available.]
How many payments were issued under this policy in the most recently completed PHA fiscal year?	__0__ [number of payments]
What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?	\$0.00 _____
C.5	Housing Quality Standards (HQS)
5.a. - Pre-Qualifying Unit Inspections (HCV)	Input options and instructions
How long is the pre-inspection valid for?	__90__ [number of days]
5.b. - Reasonable Penalty Payments for Landlords (HCV)	Input options and instructions
What is the maximum penalty payment that can be made to a landlord under this policy?	One month's rent.]
How many penalty payments were charged under this policy in the most recently completed PHA fiscal year?	__0__ [number]
5.c. - Third-Party Requirement (HCV)	Input options and instructions
Please explain or upload a description of the quality assurance method.	The third party requirement will be met by the program inspector and managers.
5.d. - Alternative Inspection Schedule (HCV)	[No custom questions for this activity.]
C.6	Short-Term Assistance
6.a., 6.b. - Short-Term Assistance (PH & HCV)	Input options and instructions
What is the term of assistance?	N/A__ [number of months]
How is the tenant contribution established for this program?	Not implemented.
How many households do you expect to serve in this program in the Fiscal Year?	__0__ [Numerical entry only allowed]
How do you fulfill the obligation to offer participants in this program the opportunity to transition to the HCV or public housing (as applicable) program subject to availability?	Not implemented.
Please list any partner organizations and briefly note the services that each provides.	Not implemented.

C.7	Term-Limited Assistance
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7.a., 7.b. - Term-Limited Assistance (PH & HCV)	Input options and instructions
Does the term-limited assistance MTW activity exempt any type of household or individual other than the elderly or individuals with disabilities	Not implemented.
Please describe how the MTW agency supports households to prepare for the end of assistance.	N/A
How many households are currently subject to this policy?	<u> 0 </u> [number]

C.8	Increase Elderly Age
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8. - Increase Elderly Age (PH & HCV)	Input options and instructions
What is the new definition of elderly?	<u> 62 </u> years old [Numerical entry allowed between 62 - 65]

C.9	Project-Based Voucher Program Flexibilities (PBV)
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9.a. - Increase PBV Program Cap (HCV)	Input options and instructions
What percentage of total authorized HCV units will be authorized for project-basing?	<u> 50 </u> %

9.b. - Increase PBV Project Cap (HCV)	Yes, to up to 50% based on availability of funds.
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9.c. - Elimination of PBV Selection Process for PHA-owned Projects without Improvement, Development, or Replacement (HCV)	If the PBV are to be assigned to PHA owned projects, no selection process is needed nor required.
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9.d. - Alternative PBV Selection Process (HCV)	PBV will only be assigned to projects where PHA is a partner.
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9.e. - Alternative PBV Unit Types (Shared Housing and Manufactured Housing) (HCV)	Input options and instructions
How many shared housing units does the MTW agency anticipate assisting in the Fiscal Year?	<u> 25 </u> Units
How many shared housing units did the MTW agency assist in the most recently completed PHA Fiscal Year?	<u> 0 </u> Units
How many manufactured housing units does the MTW agency anticipate assisting in the Fiscal Year?	<u> 50 </u> Units
How many manufactured housing units did the MTW agency assist in the most recently completed PHA Fiscal Year?	<u> 0 </u> Units

9.f. - Increase PBV Housing Assistance Payment (HAP) Contract Length (HCV)	20 Years
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9.g. - Increase PBV Rent to Owner (HCV)	120%
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9.h. - Limit Portability for PBV Units (HCV)	No PBV portability allowed.
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C.10	Family Self-Sufficiency Program with MTW Flexibility (Traditional)
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10.a. - Waive Operating a Required FSS Program (PH & HCV)	We will continue operating the FSS program as designed.
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10.b. - Alternative Structure for Establishing Program Coordinating Committee (PH & HCV)	Input options and instructions
Please describe the alternative structure and how it is designed to secure local resources to support an MTW Self-Sufficiency program.	No changes, please see FSS plan attached.
10.c. - Alternative Family Selection Procedures (PH & HCV)	Input options and instructions
Please describe the purpose and goals of the alternative contract or locally developed agreement, and/or the MTW agency's motivation for developing its own contract or agreement.	No changes, please see FSS plan attached.
10.d. - Modify or Eliminate the Contract of Participation (PH & HCV)	No changes, please see FSS plan attached.
10.e. - Policies for Addressing Increases in Family Income (PH & HCV)	Input options and instructions
How will the MTW agency treat increased earnings for families participating in the FSS Program with MTW flexibility?	No changes, please see FSS plan attached.

C.11	MTW Self-Sufficiency Program
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11.a. - Alternative Family Selection Procedures (PH & HCV)	Input options and instructions
Will the MTW agency's MTW Self-Sufficiency policy make the program mandatory for anyone?	Yes, seniors and disabled families are exempted.
11.b. - Policies for Addressing Increases in Family Income (PH & HCV)	Input options and instructions
What is the policy for the increased earnings for families participating in the MTW Self-Sufficiency program?	Earnings and escrow amounts will be calculated using the standard FSS formulas.

C.12	Work Requirement
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12.a., 12.b. – Work Requirement (PH & HCV)	Input options and instructions
Does the work requirement MTW activity exempt any type of household or individual other than those required to be excluded through the MTW Operations Notice or those excluded as a reasonable accommodation?	No work requirement selected.
What counts as "work" under this the work requirement MTW activity?	
How will the MTW agency monitor compliance with the work requirement MTW activity?	.
What supportive services are offered to support households to comply with the work requirement?	
How does the agency address noncompliance with the work requirement policy?	
How many households are currently subject to the policy?	___ [number]
How many households in the most recently completed PHA fiscal year were sanctioned for non-compliance with the work requirement?	__0__ [number]

C.13	Public Housing as an Incentive for Economic Progress
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13. - Public Housing as an Incentive for Economic Progress (PH)	Input options and instructions
How many months will households be able to remain in a unit while over income?	__1__ [number]

C.14	Moving On Policy
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14.a. - Waive Initial HQS Inspection Requirement (HCV)	No
14.b. - Allow Income Calculations from Partner Agencies (PH and HCV)	No
14.c. - Aligning Tenant Rents and Utility Payments Between Partner Agencies (PH & HCV)	No

C.15	Acquisition without Prior HUD Approval
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15. - Acquisition without Prior HUD Approval (PH)	See attached.
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C.16	Deconcentration of Poverty in Public Housing Policy
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16. - Deconcentration of Poverty in Public Housing (PH)	Families will required to work or enter into a training program.
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C.17	Local, Non-Traditional (LNT) Activities
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17.a. - Rental Subsidy Programs	Input options and instructions
Does the MTW activity apply to all LNT units/properties?	☐ The MTW activity applies to all units/properties ☐ The MTW activity applies to specific units/properties <i>If the agency selects "The MTW activity applies to specific LNT units/properties" then it is presented the follow up question:</i> Describe which LNT units/properties participate in the MTW activity? [Text box]

Table 17.a.1 - For each third-party partner, please complete the information in the following table.

Third-party Partner	Type of Services the Partner Provides	# of Units Allocated to that Partner for the Fiscal Year

17.b. - Service Provision	Input options and instructions
What types of services is the MTW agency providing?	Job hunting, resume assistance, etc...
How many households did the PHA provide services to in the most recently completed PHA Fiscal Year through this activity?	200__ [number]

17.b. - Service Provision	Input options and instructions
Does the MTW activity apply to all LNT units/properties?	☐ The MTW activity applies to all units/properties ☐ The MTW activity applies to specific units/properties <i>If the agency selects "The MTW activity applies to specific LNT units/properties" then it is presented the follow up question:</i> Describe which LNT units/properties participate in the MTW activity? [Text box]
Are any families receiving services only (i.e., services only and no housing assistance provided by the PHA)?	No <u> 0 </u> # of persons receiving LNT services only in the most recently completed PHA fiscal year.

17.c. - Housing Development Programs

For each LNT housing development that the MTW agency will commit funds to or spend funds on in this Fiscal Year, in Table 17.c.1 below please add the name of the development to one column heading and then provide the requested information, including the MTW agency role (Acquisition, Rehabilitation, or New Construction), the type of MTW agency financing (Gap Financing, Tax Credit Partnership, Other), and the total number of affordable units in the development. If possible, please provide a breakdown of the number of affordable units by level of affordability.

Table 17.c.1 - Housing Development Programs that the MTW Agency plans to commit, committed or spend/spent Funds to in Fiscal Year [2024]

Question	Twin Lakes 3 West Lake 3 501 Hartsell Ave.	Cecil Gober Villa John Wrigth Hor AMP 1	10th Street Project	Washington Park 15 Lots 1500 New York
MTW Role: Acquisition, Rehabilitation, New Construction?				
Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other				
Number of Affordable Units				
Total Number of Units				
Number of Units by Affordability				
• 80% of AMI				
• 60% of AMI				
• 30% of AMI				
• 140% of AMI				

Question	Dakota Park AP1 1401 Kettles Ave Lakeland, FL	Renaissance 1500 New York Lakeland, FL	Polk PB development Polk County	[Polk County development Polk County]
MTW Role: Acquisition, Rehabilitation, New Construction?				New Construction
Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other				Partnership
Number of Affordable Units				300
Total Number of Units				300
Number of Units by Affordability				
• 80% of AMI				300
• 60% of AMI				
• 30% of AMI				
• Other				

Question	[add name of development and address]	[add name of development and address]	[add name of development and address]	[add name of development and address]
MTW Role: Acquisition, Rehabilitation, New Construction?				
Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other				
Number of Affordable Units				
Total Number of Units				
Number of Units by Affordability				
• 80% of AMI				
• 60% of AMI				
• 30% of AMI				
• Other				

Question	[add name of development and address]	[add name of development and address]	[add name of development and address]	[add name of development and address]
MTW Role: Acquisition, Rehabilitation, New Construction?				
Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other				
Number of Affordable Units				
Total Number of Units				
Number of Units by Affordability				
• 80% of AMI				
• 60% of AMI				
• 30% of AMI				
• Other				

D.	Safe Harbor Waivers.
D.1	Safe Harbor Waivers seeking HUD Approval: The MTW Operations Notice describes a simplified process for MTW agencies to implement MTW activities outside of the safe harbors described in Appendix I. For each Safe Harbor Waiver request, a document that includes the following information must be provided: (a) the name and number of the MTW Waiver and associated activity for which the MTW agency is seeking to expand the safe harbor, (b) the specific safe harbor and its implementing regulation, (c) the proposed MTW activity the MTW agency wishes to implement via this Safe Harbor Waiver, (d) a description of the local issue and why such an expansion is needed to implement the MTW activity, (e) an impact analysis, (f) a description of the hardship policy for the MTW activity, if applicable, and (g) a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement. Will the MTW agency submit request for approval of a Safe Harbor Waiver this year? ☐ No ☐ Yes [If yes, upload required information in a-g above for each Safe Harbor Waiver request]
E.	Agency-Specific Waivers.
E.1	Agency-Specific Waivers for HUD Approval: The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, flexibilities beyond those provided for in Appendix I may be needed. Agency-Specific Waivers may be requested if an MTW agency wishes to implement additional activities, or waive a statutory and/or regulatory requirement not included in Appendix I. In order to pursue an Agency-Specific Waiver, an MTW agency must include an Agency-Specific Waiver request, an impact analysis, and a hardship policy (as applicable), and respond to all of the mandatory core questions as applicable. For each Agency-Specific Waiver(s) request, please upload supporting documentation, that includes: a) a full description of the activity, including what the agency is proposing to waive (i.e., statute, regulation, and/or Operations Notice), b) how the initiative achieves one or more of the 3 MTW statutory objectives, c) a description of which population groups and household types that will be impacted by this activity, d) any cost implications associated with the activity, e) an implementation timeline for the initiative, f) an impact analysis, g) a description of the hardship policy for the initiative, and h) a copy of all comments

	received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement. Will the MTW agency submit a request for approval of an Agency-Specific Waiver this year? ☐ No [If no, skip to E.2] ☐ Yes [If yes, please provide a title and upload required information in a-h above for each Agency-Specific Waiver request]
E.2	Agency-Specific Waiver(s) for which HUD Approval has been Received: For each previously approved Agency-Specific Waiver(s), a set of questions will populate. Does the MTW agency have any approved Agency-Specific Waivers? ☐ Yes [If yes, then the following questions will pop up for each Agency-Specific Waiver approved in Section E.1 in a previous submission; the titles will be prepopulated] [Yes/No/Discontinued] Has there been a change in how the waiver is being implemented from when it was originally approved? [If Yes]: If there has been a change, please provide a description of what has changed. [If Discontinued]: 1) If this waiver has been discontinued, please provide a description of the final outcomes and lessons learned from implementing this Activity at your PHA. 2) If the MTW Agency was previously required to prepare an impact analysis, was a final impact analysis prepared at the time of discontinuation. ☐ No [If no, question set concludes]

F.	Public Housing Operating Subsidy Grant Reporting.
F.1	Please provide the public housing Operating Subsidy grant information in the table below for Operating Subsidy grants appropriated in each Federal Fiscal Year the PHA is designated an MTW PHA.

Federal Fiscal Year (FFY)	Total Operating Subsidy Authorized Amount	How Much PHA Disbursed by the 9/30 Reporting Period	Remaining Not Yet Disbursed	Deadline
2021	\$	\$	\$	9/30/2029
2022	\$	\$	\$	9/30/2030
2023	\$	\$	\$	9/30/2031

G.	MTW Statutory Requirements.
G.1	75% Very Low Income – Local, Non-Traditional. HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW agency are very low-income for MTW public housing units and MTW HCVs through HUD systems. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its Local, Non-Traditional program households.

Income Level	Number of Local, Non-Traditional Households Admitted in the Fiscal Year*
80%-50% Area Median Income	#
49%-30% Area Median Income	#
Below 30% Area Median Income	#
Total Local, Non-Traditional Households	#

*Local, non-traditional income data must be provided in the MTW Supplement form until such time that it can be submitted in IMS-PIC or other HUD system.

G.2	Establishing Reasonable Rent Policy.
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Question	Input options and instructions
Has the MTW agency established a rent reform policy to encourage employment and self-sufficiency?	Yes, please see attached.

G.3	Substantially the Same (STS) – Local, Non-Traditional.
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Questions	Input options and instructions
Please provide the total number of unit months that families were housed in a local, non-traditional rental subsidy for the prior full calendar year.	_ 0 _ # of unit months
Please provide the total number of unit months that families were housed in a local, non-traditional housing development program for the prior full calendar year.	_ 0 _ # of unit months
How many units, developed under the local, non-traditional housing development activity, were available for occupancy during the prior full calendar year (by bedroom size)?	None

PROPERTY NAME/ADDRESS	0/1 BR	2 BR	3 BR	4 BR	5 BR	6+ BR	TOTAL UNITS	POPULATION TYPE*	# of Section 504 Accessible (Mobility)**	# of Section 504 Accessible (Hearing/Vision)	Was this Property Made Available for Initial Occupancy during the Prior Full Calendar Year?	What was the Total Amount of MTW Funds Invested into the Property?
Name/Address	#	#	#	#	#	#	#	Type (below)	#	#	Y/N	\$
Name/Address	#	#	#	#	#	#	#	Type (below)	#	#	Y/N	\$
Name/Address	#	#	#	#	#	#	#	Type (below)	#	#	Y/N	\$
Totals	#	#	#	#	#	#	#		#	#		

* User will select one of the following from the “Population Type” dropdown box: General, Elderly, Disabled, Elderly/Disabled, Other

If the “Population Type” of is Other is selected, please state the Property Name/Address and describe the population type. [Text box]

** The federal accessibility standard under HUD’s Section 504 regulation is the Uniform Federal Accessibility Standards (UFAS) for purposes of Section 504 compliance. HUD recipients may alternatively use the 2010 ADA Standards for Accessible Design under Title II of the ADA, except for certain specific identified provisions, as detailed in HUD’s Notice on “Instructions for use of alternative accessibility standard,” published in the Federal Register on May 23, 2014 (“Deeming Notice”) for purposes of Section 504 compliance, <https://www.govinfo.gov/content/pkg/FR-2014-05-23/pdf/2014-11844.pdf>. This would also include adaptable units as defined by HUD’s Section 504 regulation (See 24 CFR § 8.3 and § 8.22).

G.4 Comparable Mix (by Family Size) – Local, Non-Traditional.

In order to demonstrate that the MTW statutory requirement of “maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration” is being achieved, the MTW agency will provide information for its most recently completed Fiscal Year in the following table.

Local, non-traditional family size data must be provided in the MTW Supplement form until such time that it can be submitted in IMS-PIC or other HUD system.

Family Size:	Occupied Number of Local, Non-Traditional units by Household Size
1 Person	#
2 Person	#
3 Person	#
4 Person	#
5 Person	#
6+ Person	#
Totals	#

G.5 Housing Quality Standards.

Certification is included in MTW Certifications of Compliance for HCV and local, non-traditional program. The public housing program is monitored through physical inspections performed by the Real Estate Assessment Center (REAC).

H. Public Comments.

H.1	Input options and instructions
Please provide copy of all comments received by the public, Resident Advisory Board, and tenant associations.	Upload Attachment
Please attach a narrative describing the MTW agency’s analysis of the comments and any decisions made based on these comments.	Upload Attachment
If applicable, was an additional public hearing held for an Agency-Specific Waiver and/or Safe Harbor waiver?	☐ Yes ☐ No ☐ N/A
If yes, please attach the comments received along with the MTW agency’s description of how comments were considered.	Upload Attachment

I. Evaluations.

I.1	Please list any ongoing and completed evaluations of the MTW agency’s MTW policies, that the PHA is aware of, including the information requested in the table below. In the box “title and short description,” please write the title of the evaluation and a brief description of the focus of the evaluation.
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Question	Input options and instructions
Does the PHA have an agency-sponsored evaluation?	No

Table I.1 - Evaluations of MTW Policies

Title and short description	Evaluator name and contact information	Time period	Reports available

J	MTW Certifications of Compliance.
J.1	The MTW agency must execute the MTW Certifications of Compliance form and submit as part of the MTW Supplement submission to HUD. Certification is provided below.

MTW CERTIFICATIONS OF COMPLIANCE***U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING*****Certifications of Compliance with Regulations:
Board Resolution to Accompany the MTW Supplement to the Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairperson or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the MTW Supplement to the Annual PHA Plan for the MTW PHA Fiscal Year beginning (01/01/2026), hereinafter referred to as "the MTW Supplement", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the MTW Supplement and implementation thereof:

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

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

MTW PHA NAME

MTW PHA NUMBER/HA CODE

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

NAME OF AUTHORIZED OFFICIAL

TITLE

SIGNATURE

DATE

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

TABLE 1. GUIDE

- Core questions - An "X" in this column means that these are the set of core questions that are relevant for every waiver/activity.
- Custom questions - An "X" in this column means that these are questions that are specific to a particular activity. Not every activity will have custom questions.
- Safe Harbor - An "X" in this column means that the activity as described in Appendix 1 of the MTW Operations Notice includes a set of Safe Harbor provisions.
- Impact Analysis - An "X" in this column means that the activity as described in Appendix 1 of the MTW Operations Notice requires the PHA to conduct an impact analysis. This impact analysis must be submitted to HUD via the MTW Supplement; thus, the Supplement should include some statement regarding the requirement and an opportunity for the PHA to upload the impact analysis. The Operations Notice also states that an updated impact analysis must be attached to the MTW Supplement in each subsequent year.
- Hardship Policy - An "X" in this column means that the activity as described in Appendix 1 of the MTW Operations Notice requires the PHA to establish a hardship policy. The hardship policy must be submitted to HUD via the MTW Supplement; thus, the Supplement should include some statement regarding the requirement and an opportunity for the PHA to upload the hardship policy. PHA must still grant reasonable accommodation requests related to all activities even if the hardship policy is not in place.

TABLE 1. MTW ACTIVITIES QUESTIONS FOR THE MTW SUPPLEMENT

Section/Question	Core Questions	Custom Questions	Safe Harbor	Impact Analysis	Hardship Policy
1. Tenant Rent Policies					
a. Tiered Rent (PH)	X	X	X		
b. Tiered Rent (HCV)	X	X	X		
c. Stepped Rent (PH)	X	X	X	X	X
d. Stepped Rent (HCV)	X	X	X	X	X
e. Minimum Rent (PH)	X	X	X	X	X
f. Minimum Rent (HCV)	X	X	X	X	X
g. Total Tenant Payment as a Percentage of Gross Income (PH)	X	X	X	X	X
h. Total Tenant Payment as a Percentage of Gross Income (HCV)	X	X	X	X	X
i. Alternative Utility Allowance (PH)	X	X	X		
j. Alternative Utility Allowance (HCV)	X	X	X		
k. Fixed Rents (PH)	X	X	X		
l. Fixed Subsidy (HCV)	X	X	X		
m. Utility Reimbursements (PH)	X				
n. Utility Reimbursements (HCV)	X				
o. Initial Rent Burden (HCV)	X	X	X	X	
p. Imputed Income (PH)	X	X	X	X	X
q. Imputed Income (HCV)	X	X	X	X	X
r. Elimination of Deduction(s) (PH)	X	X	X	X	X
s. Elimination of Deduction(s) (HCV)	X	X	X	X	X
t. Standard Deductions (PH)	X	X	X	X	X
u. Standard Deductions (HCV)	X	X	X	X	X
v. Alternative Income Inclusions/Exclusions (PH)	X	X	X		
w. Alternative Income Inclusions/Exclusions (HCV)	X	X	X		
2. Payment Standards and Rent Reasonableness					
a. Payment Standards- Small Area Fair Market Rents (HCV)	X	X	X	X	X
b. Payment Standards- Fair Market Rents (HCV)	X	X	X	X	X

Section/Question	Core Questions	Custom Questions	Safe Harbor	Impact Analysis	Hardship Policy
c. Rent Reasonableness – Process (HCV)	X	X	X		
d. Rent Reasonableness – Third-Party Requirement (HCV)	X	X	X		
3. Reexaminations					
a. Alternative Reexamination Schedule for Households (PH)	X	X	X	X	X
b. Alternative Reexamination Schedule for Households (HCV)	X	X	X	X	X
c. Self-Certification of Assets (PH)	X	X	X		
d. Self-Certification of Assets (HCV)	X	X	X		
4. Landlord Leasing Incentives					
a. Vacancy Loss (HCV-Tenant-based Assistance)	X	X	X		
b. Damage Claims (HCV-Tenant-based Assistance)	X	X	X		
c. Other Landlord Incentives (HCV-Tenant-based Assistance)	X	X	X		
5. Housing Quality Standards (HQS)					
a. Pre-Qualifying Unit Inspections (HCV)	X	X	X		
b. Reasonable Penalty Payments for Landlords (HCV)	X	X	X		
c. Third-Party Requirement (HCV)	X	X	X		
d. Alternative Inspection Schedule (HCV)	X		X		
6. Short-Term Assistance					
a. Short-Term Assistance (PH)	X	X	X	X	X
b. Short-Term Assistance (HCV)	X	X	X	X	X
7. Term-Limited Assistance					
Term-Limited Assistance (PH)	X	X	X	X	X
Term-Limited Assistance (HCV)	X	X	X	X	X
8. Increase Elderly Age (PH & HCV)	X	X	X		
9. Project-Based Voucher Program Flexibilities					
a. Increase PBV Program Cap (HCV)	X	X	X		
b. Increase PBV Project Cap (HCV)	X		X		
c. Elimination of PBV Selection Process for PHA-owned Projects Without Improvement, Development, or Replacement (HCV)	X		X		
d. Alternative PBV Selection Process (HCV)	X		X		
e. Alternative PBV Unit Types (Shared Housing and Manufactured Housing) (HCV)	X	X	X		
f. Increase PBV HAP Contract Length (HCV)	X		X		
g. Increase PBV Rent to Owner (HCV)	X		X		
h. Limit Portability for PBV Units (HCV)	X		X		
10. Family Self-Sufficiency Program with MTW Flexibility					
a. Waive Operating a Required FSS Program (PH & HCV)	X		X	X	X

Section/Question	Core Questions	Custom Questions	Safe Harbor	Impact Analysis	Hardship Policy
b. Alternative Structure for Establishing Program Coordinating Committee (PH & HCV)	X	X	X	X	X
c. Alternative Family Selection Procedures (PH & HCV)	X	X	X	X	X
d. Modify or Eliminate the Contract of Participation (PH & HCV)	X		X	X	X
e. Policies for Addressing Increases in Family Income (PH & HCV)	X	X	X	X	X
11. MTW Self-Sufficiency Program					
a. Alternative Family Selection Procedures (PH & HCV)	X	X	X	X	X
b. Policies for Addressing Increases in Family Income (PH & HCV)	X	X	X	X	X
12. Work Requirement					
a. Work Requirement (PH)	X	X	X	X	X
b. Work Requirement (HCV)	X	X	X	X	X
13. Use of Public Housing as an Incentive for Economic Progress (PH)	X	X	X		
14. Moving on Policy					
a. Waive Initial HQS Inspection Requirement (HCV)	X		X		
b. Allow Income Calculations from Partner Agencies (PH & HCV)	X		X		
c. Aligning Tenant Rents and Utility Payments Between Partner Agencies (PH & HCV)	X		X		
15. Acquisition without Prior HUD Approval (PH)	X		X		
16. Deconcentration of Poverty in Public Housing Policy (PH)	X		X		
17. Local, Non-Traditional Activities					
a. Rental Subsidy Programs	X	X	X		
b. Service Provision	X	X	X		
c. Housing Development Programs	X	X	X		

Instructions for Preparation of Form HUD-50075-MTW, MTW Supplement to the Annual PHA Plan

The instructions below detail how to complete the MTW Supplement. These instructions will not appear in the fillable form.

Note about file uploads: PHAs can upload PDF or Word documents. Files should be named with the following naming convention: PHA code, Fiscal Year (FY), and short name for the policy/item. Some examples would be CA789FY21RentHardship for a rent hardship policy, CA789FY21ImpactAnalysis for an impact analysis that is applicable to multiple MTW activities, and CA789FY21MTWCertofCompliance for the MTW Certifications of Compliance.

A. PHA Information. All PHAs must complete this section.

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/DD/YYYY), **MTW Cohort Number**, and **MTW Supplement Submission Type**.

B. Narrative. All MTW agencies must complete this section.

B.1 MTW Supplement Narrative.

Provide a written description of how the MTW agency seeks to address the three statutory objectives during the coming year. Those three statutory objectives are: (1) to reduce cost and achieve greater cost effectiveness in federal expenditures; (2) to give incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient; (3) and to increase housing choices for low-income families.

The narrative provides the PHA an opportunity to explain to the public, and the families that it serves, its MTW plans and goals for the coming Fiscal Year.

C. MTW Waivers.

Core Questions. All MTW activities found in Section C require responses to the same common questions.

Narrative. Describe the activity, the agency's goals for this activity, and, if applicable, how this activity contributes to a larger initiative.

Statutory Objective. Indicate which of the MTW statutory objectives this activity serves; each activity may serve one or more objectives. The three statutory objectives are housing choice, self-sufficiency, and cost effectiveness. Check all that apply.

Cost Implications. State the cost implications of each activity. Choose the best description of the cost implications based on what is known at the time of completing the MTW Supplement. Indicate which categories best describe the cost implications of the activity from among the following choices: neutral (no cost implications), increased revenue, decreased revenue, increased costs, decreased costs. Check all that apply. For instance, an activity may increase revenue, increase costs, and therefore be cost neutral. Alternatively, an activity may simply increase costs.

Different versions. Indicate whether there will be different policies for different household statuses, family types, or locations (public housing developments or HCV properties). If [Yes] is checked, questions will pop up which allow the MTW agency to explain which household statuses, family types, and/or locations will be affected. If [No] is checked, the respondent will move on to the next question. The agency will be able to indicate if a policy is different for one or more of these areas.

For example, if an MTW agency chooses to apply a Tenant Rent Policy to only non-elderly, non-disabled families, and not to the elderly or disabled, then it would check [Yes] and then receive the subsequent items that allow the agency to indicate what types of households and family types are affected by the activity.

Household status. MTW Agency's must indicate what type of household to which the activity applies. Household types means the following types: new admissions only, currently assisted households only, or new admissions and currently assisted households.

Family Types: Family types mean the following: non-elderly, non-disabled families; elderly families; disabled families; or other specifically defined target populations.

Location. The MTW agency indicates if the activity is or will be implemented at all or only at certain locations. Depending on if responses are being provided for a public housing (PH) or HCV activity, the agency will either see questions applicable to PH or HCV. For PH, the questions will be about developments and for HCV the questions will be about tenant-based units and properties with project-based vouchers. The agency must check the applicable response for all or specific. If the response is for specific locations, then the agency will be asked to provide the details.

PHAs may develop one comprehensive hardship policy to cover all MTW activities requiring a hardship policy, which would only need to be uploaded once.

Safe Harbor Waiver. PHAs must indicate if a Safe Harbor Waiver is needed to implement this policy as described. If yes, then the MTW Agency is asked the following: what is the status of the Safe Harbor Waiver Request? PHAs must indicate if the waiver request is being submitted for review with this submission of the MTW Supplement (see Section D), or if the waiver was previously approved. If the latter is checked (the waiver was previously approved), then the PHA must describe the extent to which the Safe Harbor Waiver is supporting the PHA's goal in implementing this activity.

Hardship policy. The MTW Operations Notice requires agencies to adopt written policies for determining when a requirement or provision of the MTW activity constitutes a financial or other hardship for the family. If applicable for the activity, please upload the hardship policy associated with this activity. Hardship policies may be applicable to multiple MTW Activities. Only upload Hardship Policy once if said Hardship Policy applies to multiple Activities. Reference Table 1 for specificity on when a hardship policy is required.

Modification of hardship policy. PHAs must indicate if the hardship policy has been modified since the last submission of the MTW Supplement. PHAs must check yes or no. If yes, then the respondent is asked: why has the MTW agency modified the hardship policy? The PHA will use the provided text box to describe the modifications.

Number of hardship requests. PHAs must indicate the number of hardship requests that have been received for each applicable activity in the most recently completed PHA fiscal year.

PHAs are legally required to provide reasonable accommodations to their MTW requirements, provisions, or policies, or any component of those requirements, provisions, and policies, following the same standards and processes that generally apply to reasonable accommodations.

Impact analysis. The MTW Operations Notice requires agencies to analyze and put into writing the various impacts of the MTW activity if it is required for the MTW activity. Please upload the impact analysis that has been prepared related to this activity, if applicable. An impact analysis may be applicable to multiple MTW Activities. Only upload Impact Analysis once if said Impact Analysis applies to multiple Activities. Reference Table 1 for specificity on when an impact analysis is required.

Description of accomplishments or changes in implementation. Provide a description, based on the Fiscal Year goals as listed in the activity's previous Fiscal Year's narrative, about what has been accomplished or changed during the implementation.

Discontinuation of activity. If the PHA selects "Will be Discontinued in the Submission Year" or "Was Discontinued in a previous Submission Year" in the screener, a question will be displayed that asks for an explanation as to why the activity was discontinued or will be discontinued. The PHA should explain why the activity was or will be discontinued. If the activity has already been discontinued, the PHA should include the final outcomes and lessons learned. If the activity was discontinued in a previous submission year, the PHA should state which year the activity was discontinued in.

Custom Questions. Some MTW activities require responses to custom questions that are specific only to that activity. Some MTW activities contain no custom questions. Respondents must answer each of the custom questions, which will only appear if the PHA is opting to implement the MTW activity in the coming Fiscal Year.

Information for how to answer each custom question is included in the 'input options and instructions' column for each MTW activity.

D. Safe Harbor Waivers.

D.1: Safe Harbor Waivers seeking HUD Approval. The MTW Operations Notice describes a simplified process for MTW agencies to implement MTW activities outside of the safe harbors described in Appendix I. For each Safe Harbor Waiver request, a document that includes the following must be provided: a) the name and activity number of the MTW Waiver for which the PHA is seeking to expand the safe harbor, b) the specific safe harbor and its implementing regulation, c) the proposed policy the PHA wishes to implement via this waiver, d) a description of the local issue and why such an expansion is needed to implement the activity, e) an impact analysis, f) a description of the hardship policy for the initiative, and g) a copy of all comments received at the public hearing a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.

E. Agency-Specific Waivers.

E.1: Agency-Specific Waivers Submitted for HUD Approval. The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, flexibilities beyond those provided for in Appendix I may be needed. Agency-Specific Waivers may be requested if an MTW agency wishes to implement additional activities, waive a statutory or regulatory requirement not included in Appendix I.

In order to pursue an Agency-Specific Waiver, an MTW agency must include an Agency-Specific Waiver request, an impact analysis, and a hardship policy (as applicable).

For each Agency-Specific Waiver(s) request, please provide a title and upload supporting documentation, that includes: a) a full description of the activity, including what the agency is proposing to waive (i.e., statute, regulation, and/or MTW Operations Notice), b) how the initiative achieves one or more of the 3 MTW statutory objectives, c) a description of which population groups and household types that will be impacted by this activity, d) any cost implications associated with the activity, e) an implementation timeline for the initiative; f) an impact analysis, g) a description of the hardship policy for the initiative, and h) a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.

A PHA planning to pursue an Agency-Specific Waiver is encouraged to read Section 4.c. of the MTW Operations Notice prior to filling out this section of the MTW Supplement.

E.2: Agency-Specific Waiver(s) for which HUD Approval has been Received. For each previously approved Agency-Specific Waiver(s), a set of questions will populate. Does the agency have any approved agency-specific waivers? If yes, the title previously provided in Section E.1 will prepopulate and ask if there has been a change in how the Agency-Specific Waivers is being implemented from when it was originally approved or if it has been discontinued. For changes, the PHA will need to provide a description of what has changed. If it has been discontinued, the PHA will need to provide a description about the final outcomes and lessons learned, as well as whether a final impact analysis was prepared at the time of discontinuation if one was previously required.

F. Public Housing Operating Subsidy Grant Reporting

F.1: Public Housing Operating Subsidy Grant Reporting. PHAs must fill out this table if it receives public housing Operating Subsidy grant funding from HUD. Only public housing Operating Subsidy grant funding awarded in the year the PHA is designated an MTW agency and beyond must be reported in this table. Additional rows must be added for Federal Fiscal Years beyond 2023, as applicable.

The federal account closing law applies to time-limited funds appropriated by Congress during the annual appropriations act process. For the public housing Operating Fund, PHAs must expend federal funds no more than five (5) years after the period of availability for obligation expires. After this 5-year period, the account closes, and the funds are no longer available for any purpose. For public housing Operating Subsidy grant funding, the period of availability for obligation ends at the end of the fourth Federal Fiscal Year (i.e., the period of availability for obligation of FY 2021 funds ends 9/30/2024). Pursuant to the account closing law, PHAs must expend all Operating Subsidy grant amounts within five years of this date (i.e., for FY 2021 funds, the account will close, and funds will no longer be legally available for any purpose on 9/30/2029).

G. MTW Statutory Requirements.

General. HUD will verify compliance with the statutory requirements G.1, G.3, and G.4 for public housing units and HCV units through HUD systems. In addition, agencies are to report compliance with the same requirements for Local, Non-Traditional

Households in the tables provided in this section. Once HUD systems are capable of capturing this data then this will no longer need to be reported through the MTW Supplement.

G.1: 75% Very Low Income. All PHAs must fill out the table in G.1. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its local, non-traditional program households. For instance, a PHA submitting its MTW Supplement to the FY2020 Annual PHA Plan should include its Fiscal Year (FY) 2018 local, non-traditional data since this is the most recently completed Fiscal year. Only local, non-traditional new admissions should be included in the table. If a PHA houses no local, non-traditional households, then zeros must be inputted into the table.

HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW PHA are very low income for public housing and HCV programs through existing HUD systems.

G.2: Establishing Reasonable Rent Policy. All PHAs must fill out section G.2. Per the MTW Operations Notice, all activities falling under the Tenant Rent Policies category (Section C.1 of the MTW Supplement) or the Alternative Reexamination Schedule category (Section C.3 of the MTW Supplement), detailed in the Appendix of the MTW Operations Notice, meet the definition of a reasonable rent policy.

MTW agencies are reminded that the Rent Determination section of the PHA Plan should be reflective of MTW reasonable rent policies where applicable. From the PHA Plan: "Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#)).

G.3: Substantially the Same (STS). All PHAs must fill out section G.3. The number of local, non-traditional families served must be provided by month for the most recently completed Calendar Year. If a PHA houses no local, non-traditional families, then zeros must be inputted into the table. The additional information on Local, Non-Traditional development units must be provided for each development.

HUD will verify compliance with the STS statutory requirement for public housing and HCV programs through existing HUD systems.

G.4: Comparable Mix (by Family Size). All PHAs must fill out section G.4. In order to demonstrate that the statutory objective of "maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration" is being achieved, the PHA will provide family size (i.e., not bedroom size) data in the table for the most recently completed Fiscal Year. For instance, a PHA submitting its MTW Supplement to the FY2021 Annual PHA Plan should include its FY 2019 local, non-traditional data since this is the most recently completed Fiscal Year. If a PHA houses no local, non-traditional household, then zeros must be inputted into the table.

HUD will verify compliance with the comparable mix statutory requirement for public housing and HCV programs through existing HUD systems.

G.5: Housing Quality Standards. PHAs are not required to enter any information into section G.5. This statutory requirement is certified to in the MTW Certifications of Compliance form for the HCV and local, non-traditional housing programs. The public housing program is monitored by HUD through the Public Housing Assessment System (PHAS) Physical Subsystem, or successor, despite the MTW PHA being exempt from an overall designation.

H. Public Comments.

H.1: Public Comments. All PHAs are required, per the Annual PHA Plan regulations, to go through a public process prior to submitting the MTW Supplement to HUD. The MTW agency must consider, in consultation with the Resident Advisory Board (RAB) and tenant association, as applicable, all of the comments received at the public hearing. The comments received by the public, RABs, and tenant associations must be submitted by the MTW agency, along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.

As described above, PHAs must submit comments and responses for all Safe Harbor and Agency-Specific Waivers, which are to be held in an additional public meeting.

The public comment process must include the Supplement and all uploaded attachments.

I. Evaluations

I.1: Evaluations. The MTW agency should fill in Table I.1, listing each evaluation of the MTW policies and providing contact information for the evaluator, the time period of the evaluation, and the names of available reports. The MTW agency should list internal evaluations that result in reports that could be shared upon request but may leave off evaluations meant for internal use only. The MTW agency should list all third-party evaluations, as applicable.

J. MTW Certifications of Compliance.

J.1: MTW Certifications of Compliance Form. The format for submission of the required MTW Certifications of Compliance is provided in this Form MTW Supplement. The preamble to the MTW Certifications of Compliance directs the MTW PHA to fill in the beginning of the Fiscal Year for which the certification is being made. This should be provided as the first day of the Fiscal Year to be covered by the Annual PHA Plan (for example, a FY2021 Annual PHA Plan for an MTW PHA with a Fiscal Year of January 1 – December 31, this would be January 1, 2021).

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

The MTW Certifications of Compliance must be submitted to HUD as part of the MTW Supplement for each annual submission and each revised annual submission.

Public reporting burden for this information collection is estimated to average 6.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB control number. The information collected is required to obtain or retain benefits. The information collected will not be held confidential.

MTW Credit Building Policy- Draft

Under this option, the PHA would report the public housing rent payments of public housing households that enroll in the program through an informed consent process to one or more credit bureaus with the goal of building credit for those households. In implementing the Credit Building Option of the Asset Building Cohort, PHAs must incorporate the following elements into their policy design:

- 1) Structure: The PHA would offer the opportunity to participate in the credit building program to a set number of public housing households. The households would then enroll through an informed consent process in the credit building program or decide not to participate in the credit building program. The PHA must seek to report all public housing rent payments (on-time, late, and missed) for the public housing households participating in the credit building program to one or more credit bureaus at regular intervals. Rent reporting should be in accord with standard practices that protect consumers, such as not reporting unpaid balances that are small. During the informed consent process, the PHA must explain potential risks and benefits of participating in the credit building program. After deciding to participate in this credit building program, the household may contact the PHA and withdraw their participation at any time.
- 2) Eligibility: All Section 9 assisted households must be eligible to participate in the credit building program, regardless of elderly and/or disabled status.
- 3.) Implementation Period: The PHA must implement the overall credit building program by providing data itself or through a third-party entity to credit bureaus on public housing rent payments made by public housing households participating in the credit building program for at least 24 consecutive months. There is no implementation or participation time requirement per household.
- 4.) Number of Households: The PHA must offer the credit building program to at least 25 of its public housing households. The PHA may not offer the credit building program to more than 50% of its public housing assisted households during the 24-month implementation period without express permission from HUD. The Asset Building Cohort evaluator may assist the PHA in randomly selecting the public housing households to offer participation in the credit building program as needed.

MTW Reasonable Rent Policy- Draft

Reasonable Rent Policy Requirement

MTW agencies must establish a reasonable rent policy which shall be designed to encourage employment and self-sufficiency by participating families, consistent with the purpose of this Demonstration, such as by excluding some or all of a family's earned income for purposes of determining rent.

MTW agencies are required to establish a reasonable rent policy that encourages self-sufficiency, which HUD defines as any change from the regulations in how rent is calculated for a household. Upon designation into the MTW Demonstration, MTW agencies are to submit their planned policy to implement a reasonable rent policy. The Department will work collaboratively with each MTW agency to ensure reasonable rent policy submissions are in accordance with MTW objectives and within an agency's authority under the available program waivers.

Activity

1.e. Minimum Rent (PH)

The agency may set a minimum rent that is higher than allowed under current statute and regulation.

1.f. Minimum Rent (HCV)

The agency may set a minimum rent that is higher than allowed under current statute and regulation.

Statutes and Regulations Waived

Minimum Rent (PH)

Certain provisions of sections 3(a)(1)-(2) and 3(a)(3)(A) of the Act and 24 C.F.R. 5.628 and 5.630.

Minimum Rent (HCV)

Certain provisions of sections 3(a)(3)(A) and 8(o)(2)(A)-(C) of the Act and 24 C.F.R. 5.628 and 5.630.

Safe Harbor(s) - 1.e. and 1.f.

- i. Minimum rent must not exceed \$130 per month.
- ii. Agency must exclude elderly and disabled families from rent policy.
- iii. Agency must implement a hardship policy.*

MTW Funding Flexibility and Financial Reporting Policy- Draft

During the term of the demonstration, subject to changes in future years' appropriations, HUD will provide an MTW agency with public housing Operating Fund Program (OFP) grants, public housing Capital Fund Program (CFP) grants, and/or HCV HAP and Administrative Fee assistance as required. CFP grants may include Formula grants; Demolition or Disposition Transitional Funding (DDTF), which are included in regular Formula grants; and/or funds from older Replacement Housing Factor (RHF) grants (a program later superseded by DDTF). The HCV funding amount for MTW agencies may be increased by additional allocations of vouchers that the MTW agency is awarded over the term of its participation in the MTW demonstration. MTW Funding provided to an MTW agency, including public housing OFP grants, public housing CFP grants, and HCV HAP and Administrative Fee assistance, is subject to any laws promulgated in future years, which include without limitation: statutes, appropriations acts, notices implementing appropriations acts, regulations, and executive orders.

MTW Funding Flexibility MTW agencies will have the flexibility to apply fungibility among public housing Operating Fund, public housing Capital Fund, and HCV HAP and Administrative Fee assistance. These flexibilities expand the eligible uses of each covered funding stream, but do not negate the need for both the PHA and HUD to be able to account for the funding from its original source to the date of its ultimate eligible use by the PHA, comply with federal grant and financial management requirements, and use funds effectively and efficiently for their eligible purposes. As HUD continues to implement program-specific financial management policies in its core housing programs, MTW agencies will be subject to the same requirements and procedures as non-MTW agencies. Therefore, the requirements and procedures described in this notice may change as new financial management policies are implemented over time. HUD will update existing guidance and issue new reporting requirements, as appropriate, to allow HUD to meet its monitoring and oversight responsibilities while ensuring MTW agencies fully utilize and benefit from the flexibilities established by Congress for these funds pursuant to the MTW demonstration and the 2016 MTW expansion. HUD will also update existing guidance and issue new reporting requirements, as appropriate, to ensure compliance with 2 CFR part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, including with respect to Federal financial management.

An MTW agency participating in the MTW demonstration program may flexibly use public housing Operating and Capital Funds provided under Sections 9(d) and 9(e) of the 1937 Act and HCV HAP and Administrative Fee program funds provided under Section 8 of the 1937 Act, referred to collectively as MTW Funding. Certain provisions of Sections 8 and 9 of the 1937 Act and implementing requirements are waived as necessary to implement this flexibility. Once the MTW agency receives its MTW designation through the execution of the MTW ACC Amendment, **this flexibility in the use of MTW Funding does not require prior HUD approval.**

The MTW agency may use MTW Funding covered by MTW flexibility for any eligible activity under Sections 9(d)(1), 9(e)(1) and Section 8(o) of the 1937 Act and for the local, non-traditional activities specified in Appendix I of this notice. All MTW agency expenditures must be consistent with the MTW agency's charter, approved 5-Year and Annual PHA Plans, and the approved MTW Supplement to the Annual PHA Plan. Under permanent law, any reserves the MTW agency has accumulated prior to signing

an MTW ACC Amendment (including public housing Operating and Capital Reserves and HCV HAP and Administrative Fee Reserves) must be used for their originally appropriated purposes and shall not be used flexibly.

Calculation of Funding

i. Public Housing Operating Grants

(a) Funding Calculation. The calculation of an MTW agency's Operating Fund subsidy grant eligibility will continue in accordance with operating subsidy formula law, regulations, and appropriations act requirements, as they may be amended.

(b) Eligible Uses. The MTW agency may use these funds for any eligible activity permissible under Section 9(e)(1) of the 1937 Act or, if the agency proposes to use the funding under its MTW flexibility, it may also use these funds for any eligible activity permissible under Section 8(o), Section 9(d)(1), and for the local, non-traditional activities specified in Appendix I of this notice.

(c) Central Office Cost Center (COCC). For an MTW agency's COCC, which collects fees for administrative services, an MTW agency may freely use the earned fees for any eligible activity but cannot move non-fee-based funds into the COCC.

Public Housing Capital Fund Formula and Grants

(a) Funding Calculation. The MTW agency's public housing Capital Fund formula characteristics and grant amounts, including DDTF and RHF, will continue to be calculated in accordance with public housing law, regulations, and appropriations act requirements, as they may be amended.

(b) Financial Management Requirements Apply. MTW agencies must continue to follow the immediate need requirements applicable to all Capital funds and may not accelerate their drawdown of Capital funds for the purpose of funding reserves or for any other purpose.²⁰ All Capital funds, including funds in Budget Line Item (BLI) 1410 (Administrative Costs) and BLI 1492 (MTW), must be drawn down only when funds are due and payable.

(c) Eligible Uses. The MTW agency may use these funds for any eligible activity permissible under Section 9(d)(1) of the 1937 Act or, if the MTW agency proposes to use the funding under its MTW flexibility, it may also use these funds for any eligible activity permissible under Section 8(o), Section 9(e)(1), and for the local, non-traditional activities specified in Appendix I of this notice. CFP funds used for activities under Section 9(d)(1) are subject to all requirements relevant to non-MTW agency CFP funding, including eligible activities and cost limits.

(d) Requisitioning Funds. In requisitioning Capital Fund grant funds, the MTW agency will request funds using traditional Capital Fund BLIs for funds to be used for activities under section 9(d) and using the available MTW Budget Line (BLI 1492) items for activities under section 9(e), section 8(o), or local, non-traditional activities. MTW agencies shall not use the Transfer to Operations Budget Line (BLI 1406) since funds for all non-Section 9(d) activities shall be included in the MTW Budget Line (BLI 1492). The MTW agency will provide to HUD information on all capital activities funded by the MTW Funding as necessary to ensure compliance with requirements outside the scope of MTW, including environmental review requirements and Energy and Performance Information Center (EPIC) reporting requirements.

(e) **Obligation and Expenditure Requirements.** The MTW agency remains subject to the requirements of Section 9(j) of the 1937 Act with respect to Capital Fund grants. Section 9(d) funds remain subject to the obligation and expenditure deadlines and requirements provided in Section 9(j) despite the fact that they may be used flexibly. Capital Funds awarded to MTW agencies must be obligated within two years and expended within four years of award. Funds not obligated or expended within those timeframes will be subject to recapture. As with all agencies, an MTW agency may requisition CFP funds from HUD only when such funds are due and payable, unless HUD approves another payment schedule.

Housing Choice Voucher Funding

(a) **Funding Calculation.** As is the case for non-MTW PHAs under current appropriations law, the HAP renewal funding eligibility for MTW agencies will be calculated based on each MTW agency's actual expenses for the previous calendar year (known as the re-benchmark year). Unique to MTW agencies, however, the MTW agency's actual expenses are: 1) the previous Calendar Year's HAP expenses reported in the Voucher Management System (VMS), and 2) the previous CY's eligible non-HAP MTW expenses reported in VMS.²¹ For both HAP and non-HAP MTW expenses, the reported expenses must have been paid from an eligible source of funds as described in paragraph (c) below in order to be included in the HAP renewal funding formula. In addition, MTW HAP renewal funding is subject to an MTW Renewal Eligibility Cap derived from the number of units authorized under the MTW agency's ACC, as described in paragraph (d) below. The lower of the total combined HAP and non-HAP expenses or the MTW Renewal Eligibility Cap will then be adjusted by the Renewal Funding Inflation Factor (RFIF) and any national proration that applies to the HCV renewal appropriation to determine the MTW agency's actual CY HAP renewal funding.

Example: An MTW agency executes its MTW ACC Amendment in September 2020. In CY 2020, the MTW agency expended \$3,600,000 on HAP and \$400,000 on eligible non-HAP MTW expenses. The MTW agency's HCV HAP renewal funding for CY 2021 will be \$4 million (assuming the HAP Renewal Eligibility Cap is greater than \$4 million), adjusted by the RFIF and any applicable national proration.

(b) **Eligible Uses.** The MTW agency may use these funds for any eligible activity permissible under Section 8(o) of the 1937 Act or, if the MTW agency proposes to use the funding under its MTW flexibility, it may also use these funds for any eligible activity permissible under Section 9(e)(1), Section 9(d)(1), and for the local, non-traditional activities specified in Appendix I of this notice.

(c) **HAP Renewal Sources of Funds.** The only HAP and non-HAP MTW expenses that will be included in the MTW HAP renewal formula are those paid for with the same sources of funds that would be included in the non-MTW HAP renewal formula for a non-MTW agency except as otherwise provided herein (see PIH Notice 2013-28 and any future successor notices). Accordingly, HAP expenses and non-HAP MTW expenses must be paid from the following sources of funds to be included in the HAP renewal formula calculation:

- (i) HCV budget authority,
- (ii) HUD-held HAP reserves (undisbursed budget authority),
- (iii) PHA-held HAP reserves (i.e., Restricted Net Position (RNP)),

(iv) Any funds from the HAP Set-aside (if available after PHA application and approval), and

(v) For HAP expenses only: Administrative fee reserves (i.e., Unrestricted Net Position). The administrative fee reserve is an eligible source of funds to be included in the MTW agency's MTW HAP renewal calculation, but only if the administrative fee reserve is used for HAP expenses. If the MTW agency is using administrative fee reserves for HAP expenses, the MTW agency must enter the amount of the administrative fee reserves used for HAP expenses in the comments section in VMS. Non-HAP MTW expenses paid from the administrative fee reserve are not eligible for renewal funding. Furthermore, when determining HAP renewal eligibility, the use of the administrative fee reserves is always first attributed to the MTW agency's non-HAP MTW expenses incurred during the calendar year before the expenditure of those reserves may be considered to be the source of funds for HAP expenses. If HAP expenses covered by the MTW Agency's administrative fee reserve exceed non-HAP MTW expenses for the calendar year, then the difference is applied to the HAP renewal calculation. Note that there is no restriction against using administrative fee reserves for non-HAP MTW expenses, just that those non-HAP MTW expenses are not eligible for inclusion in the MTW HAP renewal calculation.

HAP expenses or non-HAP MTW expenses that were paid for with any other funding source (for example, public housing Operating Funds and Capital Funds, and current year HCV Administrative Fee funds) will not be included in the MTW agency's HCV renewal funding calculation.

(d) HAP Renewal Eligibility Cap. The MTW agency's renewal eligibility for all MTW Years will be limited by the HAP Renewal Eligibility Cap. The calculation multiplies (1) the MTW agency's total number of MTW-eligible ACC authorized units in the re-benchmark year (the CY immediately preceding the CY for which the MTW agency's renewal eligibility is being calculated) by (2) the MTW agency's pre-MTW monthly per-unit cost (PUC) inflated to the re-benchmark year.

(i) The number of MTW-eligible ACC authorized units is measured in unit months available (UMAs).

(ii) The inflated pre-MTW PUC is projected using, as a base, the monthly PUC for the CY in which the MTW agency signed its MTW ACC Amendment. HUD applies the RFIF to this base PUC to estimate what the MTW agency's HCV PUC would be, had the MTW agency did not join the MTW program, as of the re-benchmark year. After the calculation of the HAP Renewal Eligibility Cap, it is compared with the MTW agency's actual total combined HAP and non-HAP MTW expenses. The lower of these two amounts – (1) the HAP Renewal Eligibility Cap or (2) the MTW agency's actual total combined HAP and non-HAP MTW expenses adjusted by the RFIF and any national proration factor – is then used to determine the MTW agency's CY renewal funding.

(e) Financial Management Requirements Apply. The same financial management requirements that apply to non-MTW agencies also apply to MTW agencies (e.g. Cash Management Requirements for the HCV Program with Notice PIH 2017-06 and successor notices).

(f) Administrative Fees. The Administrative Fee rates used to calculate fee eligibility for MTW agencies shall be established according to the same methodology used to establish Administrative Fee rates for all agencies, including non-MTW agencies. Under current appropriations law, as is the case for all agencies, administrative fees will be calculated on the basis of units leased as of the first day of each month; this data will be extracted from VMS at the close of each reporting cycle. Administrative fees for MTW agencies are also subject to the national proration factor and any other appropriations act requirements.

(g) Adjustments for the First-Time Renewal of Certain Vouchers. If the MTW agency receives incremental HCV vouchers and funding (including tenant protection vouchers), other than special purpose vouchers, renewal funding for those vouchers will be included in the MTW HCV renewal funding eligibility calculation for the following year. (See section VI.9 of this notice for further discussion of tenant protection and other special purpose vouchers.) The renewal amount for the following year is based on HAP costs reported for these increments in VMS in the prior year, which will be adjusted by the RFIF. Should the initial increment(s) be funded for less than twelve months due to lack of appropriations, HUD will adjust for the missing months upon renewal, by selecting the funded PUC for the initial increment times the number of units,²⁶ then adjusted by the RFIF. The aggregate renewal eligibility is always subject to the national proration factor. (h) Applicable Inflation Factor and Proration. The same applicable RFIFs that apply to non-MTW agencies will be applied to each CY to determine the MTW agency's HAP funding renewal eligibility. Likewise, the MTW agency's HAP funding renewal eligibility is subject to the same national proration as non-MTW agencies' renewal eligibility.

(i) Reserves. Reserves are subject to offsets as part of future Congressional appropriations acts.

(j) Local, Non-Traditional Activities. The MTW agency may spend up to ten percent of its HCV HAP funding on local, non-traditional activities, as described in Appendix I, without prior HUD approval. The MTW agency may spend more than ten percent of its HCV HAP funding on local, non-traditional activities by seeking HUD approval through a Safe Harbor Waiver.

(k) Rental Assistance Demonstration (RAD). Any vouchers received as part of a RAD Component I conversion shall be added to the ACC for the remainder of the CY in which they are awarded. HUD will issue a new increment of voucher funding in support of those vouchers for the first full CY following a RAD Component I conversion. In subsequent years, voucher funding for RAD-converted units will be renewed under the MTW HCV renewal funding calculation, adjusted by the Operating Cost Adjustment Factor (OCAF) and the applicable proration factor. Tenant protection vouchers provided for RAD Component II conversions are renewed in accordance with section VI.5.b.iii.g of this notice, Adjustment for the first-time renewal of certain vouchers, above.

Administrative fees for RAD vouchers will be calculated based on the same methodology used to establish administrative fees for non-MTW agencies. Fees for RAD vouchers will be prorated at the same level that applies to all non-MTW agencies.

(l) Voucher Programs Not Included in MTW Program. Vouchers and funding provided for the following special purpose vouchers, or any new special purpose vouchers provided in future appropriations acts, whether for new allocations or renewal of existing increments, shall not be included in the HCV MTW renewal calculation: HUD-VASH, FUP, FYI, NED, and Mainstream. These vouchers will be renewed under the regular voucher renewal requirements as provided under the appropriations acts.

HARDSHIP POLICY

MTW Activity Alternative Reexamination Schedule and Minimum Rent

As a Moving to Work (MTW) agency, the PHA has a written policy for determining when a requirement or provision of an MTW activity constitutes a financial or other hardship for the family. MTW regulations allows for the PHA to use a single hardship policy, as applicable, for multiple MTW waivers according to the Final Operations Notice Part VI: Appendix II, Hardship Policy. This hardship policy is applicable to MTW Activity for Alternative Reexamination Schedule and Minimum Rent for HCV and PH Households.

PHA Policy

The PHA will review its hardship policy(s) with residents during its intake and recertification processes. The resident must sign and submit consent forms for obtaining information requested by the PHA necessary to consider if a resident qualifies for a hardship exemption.

The PHA will determine if a resident qualifies for a hardship exemption under the following circumstances:

1. At the time of a potential termination of assistance that is due to an MTW activity
2. When a resident request a hardship exemption from a required MTW activity

The PHA will suspend the activity for the household, beginning the next month after the request, until the PHA has determined if the request is warranted. The PHA shall make a determination of whether a financial or other hardship exists within thirty (30) days after the family's request.

Exemption Period

If the PHA determines that a financial or other hardship exists, the family will receive exemption from the MTW activity as stated below. The MTW activity will resume after expiration of the exemption period.

1. 210 days for loss of benefits such as, but not limited to, Social Security (SS), SS Disability, SSI, Workman's Compensation, and other income as determined in 24 CFR 5.609(b) and (c) (4)(7)(8).
2. 180 days for temporary reduction of benefits such as, but not limited to, Social Security (SS), SS Disability, SSI, Workman's Compensation, and other income as determined in 24 CFR 5.609(b) and (c) (4)(7)(8).
3. 150 days for loss of income due to death by head, spouse, or co-head
4. 120 days for loss or reduction of employment or earnings for any reason
5. 90 days for increased expenses
6. 60 days for break in employment, new employment, or approval of benefit income
7. 30 days for all other circumstances

If the family fails to meet the hardship standard, the PHA will resume the MTW activity and collect any retroactive rent, if applicable, through a reasonable repayment agreement.

Hardship Standard

The PHA will determine what constitutes financial hardship. A family may request hardship for the following circumstances. The family must experience a decrease in income because of changed circumstances:

1. Loss or reduction of employment
2. Loss of income due to death of the head, spouse, or co-head
3. Reduction in or loss of earnings or other benefit income
4. Awaiting approval for benefit income
5. The family has experienced an increase of 10% or more of the monthly gross income in expenses: medical costs, childcare, transportation, education, or housing cost.
6. Such other situations and factors as determined by the agency to be appropriate, such as eviction, termination of utilities, or wage garnishment.

Grievance Procedure

A family may request for second level review of denied hardship requests. The family must submit a request must be in writing within 30 days of the PHA written notice. Hardship request may be denied for the following reasons:

1. Failure to provide verification for loss or reduction of benefit income
2. Failure to provide verification for eligibility of benefit income
3. Failure to provide verification of increased expenses
4. Family is not subject to eviction, utility shut off, or wage garnishment
5. Failure to submit verification for decrease or loss of employment
8. Failure to provide supporting documentation related to loss of income due to death by head, spouse, or co-head

Acquisition without Prior HUD Approval (PH)

The Housing Authority of the City of Lakeland is authorized to acquire public housing sites without prior HUD approval. This activity would allow LHA as a MTW agency the flexibility around the timing of HUD's approval, but not the content of the approval. When acquiring the sites, LHA must have all submission materials in place as if HUD were approving the acquisition proposal prior to acquisition. LHA must provide the materials to the Field Office for approval within 30 days of acquisition. If the Department is unable to approve the acquisition based on the materials submitted, then the agency must repay the cost of acquisition with non-federal funds.

Statutes and Regulations Waived

Acquisition without Prior HUD Approval (PH)

Certain provisions of 24 C.F.R. 905.608(a).

Safe Harbor(s) - 15.

- i. The agency must comply with and have documentation that the project is in compliance with local zoning as described in 24 C.F.R. 905.608(e).*
- ii. The agency must commission an independent appraisal of the site as described in 24 C.F.R. 905.608(f).*
- iii. Prior to acquisition, the agency must conduct an environmental assessment as described in 24 C.F.R. 905.608(h).*
- iv. The agency must provide all required documents to HUD within 30 days of the acquisition.*



What are the benefits of MTW for my community?

The MTW demonstration program can provide numerous benefits to your agency. Below we have listed a few of the benefits.

- *Authority to waive statutory and/or regulatory barriers* - As an MTW agency you are exempted from certain Sections 8 & 9 regulations. These exemptions allow your agency to implement new rent policies, increase self-sufficiency for families, provide incentives to landlords for participation in the voucher program, and many other things.
- *Ability to create policies that address your local needs* - MTW agencies can target assistance to specific populations or address specific issues within their community.
- *Rethink your current administration of public housing and voucher programs* - MTW agencies can streamline administrative procedures which saves staff time and costs. The money saved can be used to create additional resources for tenants and can help them achieve self-sufficiency, accomplish educational goals or increase their earned income.
- *Become an industry leader* - As demonstrated through the provisions in HOTMA and the Streamlining Rule, innovative policies implemented by MTW agencies have been instrumental improving the overall public housing and voucher programs for all public housing authorities.

Is there a policy you wish your agency could implement but a Section 8 and/or 9 requirement stands in your way? If so, MTW may be the program that will allow you to do that.

Why did LHA apply?

Agencies will be selected to participate in the MTW demonstration program through competitive Selection Notices. Each Selection Notice will invite a group of interested agencies to apply to a cohort that will test a specific policy change. These policy changes were determined based upon the advice of the MTW Federal Advisory Committee. Selected agencies will be able to implement any of the MTW Waivers contained in the MTW Operations Notice to the extent that the waiver does not adversely impact the cohort study.

What is MTW?

The Moving to Work (MTW) demonstration program provides select public housing authorities with a unique opportunity to become industry leaders. MTW agencies are able to design and test innovative, locally-designed housing and self-sufficiency strategies for low-income families rather than administering their public housing and Housing Choice Voucher (HCV) programs under the “one-size-fits-all” approach.

MTW agencies have the flexibility to apply fungibility across their HCV, Operating Funds, and Capital Funds. MTW agencies are also able to flexibly administer their public housing and HCV programs. MTW designated agencies are granted exemptions from existing public housing and voucher rules. Because of the exemptions provided, designated MTW agencies can create policies that address local needs.

Engaging your community is a critical component to the success of your MTW initiatives. It is never too early to start having conversations with your community, residents and stakeholders regarding your interest in MTW and policies you would like to implement.

Credit: Photographer, Ken Gutmaker; Architect, VMW

Table of MTW Expansion Cohorts

Overall Impact of MTW Flexibility for Small PHAs: This cohort will evaluate the overall impact of MTW flexibilities on PHAs with less than 1,000 units and the residents they serve.

The selection process for the MTW Flexibility for Small PHAs Cohort was completed in January 2021.

Stepped Rents and Tiered Rents: This cohort will evaluate different stepped and tiered rent models that may or may not be income based.

The selection process for the Stepped and Tiered Rent Cohort was completed in May 2021.

Landlord Incentives: This cohort will evaluate how to improve landlord participation in the HCV program through incentives such as participation payments, vacancy payments, alternate inspection schedules and other methods.

The selection process for the Landlord Incentives Cohort will begin in the early 2022.

Future Cohorts: HUD will consider the advice provided by the MTW Advisory Committee during the October 2021 meetings to determine what policy(ies) will be evaluated in future MTW cohorts.

More information on this cohort will be coming soon.

Interested agencies are encouraged to start thinking about what types of policies they would like to implement as part of the MTW demonstration program. Examples of the types of policies that have already been implemented by agencies can be found in the approved MTW Plans and accepted MTW Reports which are all available on our website. (www.hud.gov/mtw).

More information regarding the cohorts can be found on the MTW website. We also suggest that interested agencies review some of the resources below to find out more about MTW.

Resources: [Research and Evaluation of the MTW Demonstration](#)

What are some examples of flexibilities that are available to MTW agencies?

Through the exemptions MTW agencies receive from certain Sections 8 and 9 requirements, MTW agencies can implement various innovative activities. These MTW activities must achieve at least one of three statutory objectives: 1. Cost Effectiveness; 2. Self-sufficiency; and 3. Housing Choice. The Table of MTW Statutory Objectives and Policy Examples shows a few of policies implemented by MTW agencies and the accompanying bulleted list of provides more detailed policy examples.

Table of MTW Statutory Objectives and Policy Examples

Cost Savings	Self Sufficiency	Housing Choice
Using the MTW Funds to leverage funds	Linking rental assistance with supportive services	Developing mixed-income, tax credit properties, and other affordable housing
Streamlining HUD processes	Earned income exclusions	Developing sponsor-based voucher program to assist homeless and other at-risk groups
Simplification of rent calculations	Self sufficiency/ employment requirements	Encouraging moves to opportunity areas

- MTW agencies can adopt and implement policies for setting tenant rents in the tenant-based voucher program, project-based voucher program and public housing. These policies may include an alternative calculation of tenant rent that is not based on income, the elimination of utility reimbursement payments, the ability to eliminate deductions, and many other rent policies that can be found in the MTW Waivers.
- MTW agencies can establish an alternate reexamination schedule for both public housing and HCV households.
- MTW agencies can limit the duration of assistance for families in both public housing and the HCV program.
- MTW agencies may raise the PBV cap within a project up to 100%.
- MTW agencies may use MTW funds to provide a rental subsidy to a third-party entity.
- MTW agencies may use MTW funds to provide services for low-income non-residents and supportive services to residents.

For more information on MTW please visit our website at www.hud.gov/mtw





OFFICE OF PUBLIC AND INDIAN HOUSING

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

Special Attention of:

**Public Housing Agency Directors;
Public Housing Hub Office Directors;
Public Housing Field Office Directors;
Program Center Coordinators;
Resident Management Corporations;
Resident Councils**

NOTICE PIH 2022-11

Issued: April 26, 2022
Expires: This notice remains in effect until amended, superseded or rescinded

Subject: Request for Applications under the Moving to Work Demonstration Program:
Asset Building Cohort

1) Purpose and Background

This Notice offers eligible public housing agencies (PHAs) the opportunity to apply for admission to the Moving to Work (MTW) Demonstration Program. MTW allows PHAs to design and test innovative, locally designed housing and self-sufficiency strategies for low-income families by permitting PHAs to use assistance received under Sections 8 and 9 of the United States Housing Act of 1937, as amended, 42 U.S.C. 1437, *et seq.*, (1937 Act) more flexibly and by allowing certain exemptions from existing public housing and Housing Choice Voucher (HCV) program rules, as approved by the U.S. Department of Housing and Urban Development.¹

The MTW Demonstration Program was originally authorized by Section 204 of the Omnibus Consolidated Rescissions and Appropriations Act of 1996, P.L. 104-134; 42 U.S.C. 1437f note (1996 MTW Statute). Section 239 of the Fiscal Year 2016 Appropriations Act, P.L. 114-113 (2016 MTW Expansion Statute), authorizes HUD to expand the MTW Demonstration Program by designating an additional 100 PHAs over seven years (here after, the "MTW Expansion"). The 2016 MTW Expansion Statute provides that PHAs selected as part of the MTW Expansion must be high performers, meet certain size and Rental Assistance Demonstration (RAD) requirements, and represent geographic diversity across the country. All PHAs selected as a part of the MTW Expansion must follow the selection notice for their applicable cohort. All PHAs selected as a part of the MTW Expansion must also follow the MTW Operations Notice, which governs the participation of all PHAs in the MTW Expansion, establishes program structure, details terms and conditions, and provides

¹ The MTW Demonstration Program may only provide certain policy changes (flexibilities) related to provisions of the 1937 Act. The MTW Demonstration Program does not provide any waivers to other applicable federal, state, or local laws or regulations. For examples on types of MTW flexibilities and more information on the MTW Demonstration Program, please go to: <https://www.hud.gov/mtw>.

all available MTW waivers and associated activities.²

This Notice lays out the process by which PHAs with 6,000 or less combined units of public housing and HCV units will be selected for the fourth cohort of the MTW Expansion, which will test asset building initiatives (Asset Building Cohort). For purposes of this Notice, Asset Building Initiatives are defined as activities that encourage the growth of savings accounts and/or aim to build credit for assisted households. Interested PHAs that meet the eligibility criteria in Section 5(B) of this Notice may submit an application package to HUD as detailed in Section 5(C) of this Notice. Eligibility and selection criteria are based on the requirements of the 1996 MTW Statute, the additional criteria in the 2016 MTW Expansion Statute, and other indicators that ensure qualified PHAs are selected. These criteria will also allow HUD to test important policy priorities of interest to the Department and the assisted housing community.

Section 2 of this Notice provides an overview of the evaluation and selection of PHAs in the Asset Building Cohort of the MTW Expansion. Section 3 contains information on the evaluation of the Asset Building Cohort of the MTW Expansion. Section 4 explains the selection process for the Asset Building Cohort of the MTW Expansion. Section 5 provides information on eligibility requirements and the application package for the Asset Building Cohort of the MTW Expansion. Finally, Section 6 gives administrative details and contact information.

2) Overview of Evaluation and Selection of PHAs in the Asset Building Cohort of the MTW Expansion

The Asset Building Cohort of the MTW Expansion will evaluate Asset Building Initiatives and their effect on assisted households in the public housing and HCV programs. This Notice provides three options under which PHAs may seek to participate in the Asset Building Cohort of the MTW Expansion. Under the first option, titled the Opt-Out Savings Account Option, PHAs must deposit a set amount of funds per month into an escrow account for the benefit of assisted households with the goal of increasing the number of households that have bank accounts and strengthening household stability through asset building. Under the second option, titled the Credit Building Option, PHAs must report public housing rent payments to credit bureaus with the goal of increasing the credit score of assisted households. Under the third option, titled the PHA-Designed Asset Building Option, PHAs must design a local asset building program that encourages the growth of savings accounts and/or aims to build credit for assisted households. More information on each of these options is discussed in Sections 3(A)-(C) of this Notice.

PHAs seeking MTW designation in the Asset Building Cohort of the MTW Expansion will submit an MTW Plan and application package to HUD by the due date provided in Section 5(E) of this Notice. Specific elements and requirements of the MTW Plan and application package are discussed in Section 5(C) of this Notice.

² The MTW Operations Notice is a Federal Register Notice and may be accessed at: <https://www.federalregister.gov/d/2020-18152>.

Upon receiving the MTW Plan and application packages from applicant PHAs, HUD will ensure that the MTW Plan and application packages are eligible and complete according to Section 5(B) of this Notice. If there are enough MTW Expansion slots available³ for all of the PHAs that were found to have submitted eligible and complete application packages, HUD will offer MTW designation under the Asset Building Cohort of the MTW Expansion to all of those PHAs. If there are more applicant PHAs with complete and eligible application packages than MTW Expansion slots available, HUD will conduct a lottery of all eligible and complete MTW Plan and application packages in the affected size category. Those applicant PHAs selected through the lottery will be offered MTW designation under the Asset Building Cohort of the MTW Expansion. If a lottery is conducted, the applicant PHAs not selected through the lottery will not receive MTW designation under the Asset Building Cohort of the MTW Expansion but may apply for any future opportunities to join MTW under which they are eligible. All PHAs that submit an MTW Plan and application package under this Notice will be notified of their status (selected, not selected, not eligible/no complete application) after selections have been made.

The evaluation of the Asset Building Cohort of the MTW Expansion will be conducted by an independent research team (also referred to as the evaluator). The research methods this evaluator will utilize will vary depending on the Asset Building Cohort option selected by the PHA at the time of application. More details on the evaluation are provided in Section 3 of this Notice.

3) Asset Building Cohort Options and Evaluation Details

This section provides information on the three options available to PHAs applying to the Asset Building Cohort of the MTW Expansion. It also details how the effectiveness of Asset Building Initiatives will be evaluated for this Cohort.

All PHAs that are selected to participate in the Asset Building Cohort of the MTW Expansion must participate in a “Community of Practice” that will seek to develop ideas and best practices in furthering the goals of Asset Building Initiatives. It is anticipated that the time commitment associated with this “Community of Practice” will be no more than two hours per quarter (or eight hours per year).⁴

All PHAs that apply to the Asset Building Cohort of the MTW Expansion must choose to participate in one of the following three options: Opt-Out Savings Account Option, Credit Building Option, or PHA-Designed Asset Building Option. These options are explained in greater detail below. The final, actual program design will also depend on technical feasibility and research considerations determined by HUD.

³ Per the 2016 MTW Expansion Statute and incorporating PHAs already selected to the MTW Expansion, as of the publication date of this Notice, there are currently 19 slots left in the MTW Expansion for PHAs in the size category with 1,000 or less public housing and HCV units and 11 slots left in the MTW Expansion for PHAs in the size category with between 1,001 and 6,000 public housing and HCV units. There are no slots remaining in the MTW Expansion for PHAs in the size category with more than 6,000 public housing and HCV units.

⁴ Many outstanding policy details regarding the Asset Building Initiatives described in this Notice have not yet been determined. PHAs selected to participate in the Asset Building Cohort will use the Community of Practice as a resource in finalizing these policy details for the PHA.

A. Opt-Out Savings Accounts Option

Under this option, the PHA would create an “opt-out” savings program to deposit a set amount of funds from HCV Housing Assistance Payment (HAP) or Operating Fund funding each month into an escrow account for the benefit of an assisted household. PHAs may also choose to supplement the savings program with other private and/or public funding sources. After one year, the assisted household would then have access to these funds.

In implementing the Opt-Out Savings Accounts Option of the Asset Building Cohort, PHAs must incorporate the following elements into their policy design:

- 1) Structure: The PHA must contribute a PHA-determined, set amount of funds per household, per month into an escrow or personal savings account for the benefit of each assisted household participating in the savings program. The PHA must utilize the Cohort-Specific Waiver and the associated activities titled “COHORT 5.1 Opt-Out Savings Account” found at the end of this section in implementing the savings program.
- 2) Eligibility: All Section 8 and Section 9 assisted households must be eligible to participate in the savings program, regardless of elderly and/or disabled status.
- 3) Implementation Period: The PHA must provide the monthly contributions to assisted households participating in the savings program for at least 24 consecutive months.
- 4) Number of Households: The PHA must offer the savings program to at least 25 of its Section 8 and/or Section 9 assisted households. The PHA may not offer the savings program to more than 50% of its Section 8 and/or Section 9 assisted households during the 24-month implementation period without express permission from HUD. The Asset Building Cohort evaluator may assist the PHA in randomly selecting assisted households to participate in the savings program as needed.
- 5) Amount of Savings Contribution:⁵ The PHA must contribute at least \$10 per month for the benefit of each assisted household participating in the savings program. The PHA must not contribute more per month for the benefit of each assisted household participating in the savings program than the applicable fair market rent of the unit in which they reside.⁶ This amount must be the same for each assisted household participating in the savings program.
- 6) Access to Banking: The PHA must develop and implement a strategy to connect assisted households participating in the savings program with banking resources in the community. Banking resources should seek to maximize access to banking and minimize fees and other risks to the financial position of assisted households. This

⁵ Any amount of HUD funds provided to households under this option must meet the reasonable cost requirements of 2 CFR 200.404.

⁶ PHAs may supplement the amount of HUD funds provided to households with philanthropic and non-federal funding sources above the ceiling provided here.

strategy could be developed internally at the PHA or in conjunction with a partner organization. Assisted households participating in the savings program must have or obtain a bank account in order to receive funds from the savings program.

- 7) *Access to Funds by Assisted Households*: The PHA must let the funds accumulate in the escrow account for one year or until the account has reached a balance of \$120 before the assisted household may access them. The PHA may establish guidelines where assisted households can receive funds for an urgent need before the account has reached a balance of \$120. The PHA may not place restrictions on how the funds are utilized by the assisted household after the account has reached a balance of \$120.

The Cohort-Specific Waiver and associated activities for the Opt-Out Savings Account Option are:

COHORT 5.1 Opt-Out Savings Account: Normally, a household must opt-in under a contract of participation in a Family Self-Sufficiency (FSS) program to receive funds from the PHA through an escrow account. This MTW waiver and associated activities does not require participation in a traditional FSS program by the PHA or the household, eliminates the FSS contract of participation and other requirements, and allows the PHA to contribute funds to assisted households with the goal of increasing savings. A PHA may, but is not required to, operate an FSS program or other self-sufficiency program in conjunction with this waiver and associated activities.

COHORT 5.1. Opt-Out Savings Account	
The agency is authorized to provide funds to assisted households with the goal of increasing savings of assisted households.	

COHORT 5.1.a., COHORT 5.1.b. Opt-Out Savings Accounts		
Activity	COHORT 5.1.a. <u>Opt-Out Savings Accounts (PH)</u> - The agency is authorized to provide funds to assisted households with the goal of increasing savings of assisted households. - Funds shall be provided in the form of a savings account that will accrue for at least one year or until the account reaches \$120; - No contract of participation will be required; - Households do not need to meet eligibility requirements in the FSS statute; - All public housing assisted households must be eligible	COHORT 5.1.b. <u>Opt-Out Savings Accounts (HCV)</u> - The agency is authorized to provide funds to assisted households with the goal of increasing savings of assisted households. - Funds shall be provided in the form of a savings account that will accrue for at least one year or until the account reaches \$120; - No contract of participation will be required; - Households do not need to meet eligibility requirements in the FSS statute; - All HCV assisted households must be eligible to participate in

	to participate in the savings program, regardless of elderly and/or disabled status; and • The amounts of contributions are not tied to income and contributions will be made whether or not there is a corresponding increase in tenant rent.	the savings program, regardless of elderly and/or disabled status; and • The amounts of contributions are not tied to income and contributions will be made whether or not there is a corresponding increase in participant contribution.
Statutes and Regulations Waived	Opt-Out Savings Accounts (PH & HCV) - Certain provisions of sections 23(b)-(f), and (n)(1) of the 1937 Act and 24 CFR 984.101-105, 984.201-204, 984.301-306 and 984.401.	
Safe Harbor(s) COHORT 5.1.a and COHORT 5.1.b		
i. The PHA must continue to follow all requirements of 2 CFR part 200. ii. 24 CFR 984.305(a) on accounting and reporting must be retained. iii. The PHA must contribute at least \$10 per month for the benefit of each assisted household participating in the savings program. iv. The PHA must not contribute more per month for the benefit of each assisted household participating in the savings program than the applicable fair market rent of the unit in which they reside. v. The PHA must provide an opportunity for households to opt-out of this activity.		

B. Credit Building Option

Under this option, the PHA would report the public housing rent payments of public housing households that enroll in the program through an informed consent process to one or more credit bureaus with the goal of building credit for those households.

In implementing the Credit Building Option of the Asset Building Cohort, PHAs must incorporate the following elements into their policy design:

- 1) Structure: The PHA would offer the opportunity to participate in the credit building program to a set number of public housing households. The households would then enroll through an informed consent process in the credit building program or decide not to participate in the credit building program. The PHA must seek to report all public housing rent payments (on-time, late, and missed) for the public housing households participating in the credit building program to one or more credit bureaus at regular intervals. Rent reporting should be in accord with standard practices that protect consumers, such as not reporting unpaid balances that are small. During the informed consent process, the PHA must explain potential risks and benefits of participating in the credit building program. After deciding to participate in this credit building program, the household may contact the PHA and withdraw their participation at any time.

- 2) Eligibility: All Section 9 assisted households must be eligible to participate in the credit building program, regardless of elderly and/or disabled status.
- 3.) Implementation Period: The PHA must implement the overall credit building program by providing data itself or through a third-party entity to credit bureaus on public housing rent payments made by public housing households participating in the credit building program for at least 24 consecutive months. There is no implementation or participation time requirement per household.
- 4.) Number of Households: The PHA must offer the credit building program to at least 25 of its public housing households. The PHA may not offer the credit building program to more than 50% of its public housing assisted households during the 24-month implementation period without express permission from HUD. The Asset Building Cohort evaluator may assist the PHA in randomly selecting the public housing households to offer participation in the credit building program as needed.

C. PHA-Designed Asset Building Option

As stated earlier, for purposes of this Notice, Asset Building Initiatives are defined as activities that encourage the growth of savings accounts and/or aim to build credit for assisted households. Under this option, the PHA would design a local asset building program to further one, or both, of these goals. PHAs should tie the PHA-Designed Asset Building Option to one or more of the following: activities requiring MTW statutory or regulatory flexibility, MTW funding flexibility, and/or building credit.

If a PHA seeks to implement both the Opt-Out Savings Account Option described in Section 3(A) of this Notice and the Credit Building Option described in Section 3(B) of this Notice, it should apply under this PHA-Designed Asset Building Option.

Inclusion of a program or initiative in the MTW Plan and application package does not constitute approval of the program or initiative. If selected and designated as an MTW PHA, the PHA must pursue approval of all programs and initiatives through the MTW Supplement and all processes described in the MTW Operations Notice. This includes the approval of the waivers and associated activities in Appendix I of the MTW Operations Notice and the approval of any Agency-Specific Waivers and/or Cohort-Specific Waivers.

D. Evaluation of the Asset Building Cohort of the MTW Expansion

HUD will contract with an outside evaluator to conduct evaluations at each participating PHA. PHAs will be required to assist evaluators by providing information and facilitating access to participating households, but PHAs will not be responsible for evaluating Asset Building Initiatives. HUD anticipates that PHA engagement in the evaluation of its Asset Building Initiatives will not be burdensome.

HUD anticipates that the evaluation of Asset Building Initiatives will begin approximately six months after PHAs are selected for the Asset Building Cohort with the

collection of baseline data from participating households. The term of evaluation will be five years from the collection of baseline data.

HUD anticipates that the goals of the evaluation will be to document the implementation of the Asset Building Initiatives, understand perspectives and experiences of assisted households with these initiatives, and determine the impacts of the initiatives on outcome measures such as amount of savings, uses of accumulated savings, credit scores and other measures obtainable from credit reports, assessments of households' financial well-being, and participants' understanding of banking and credit.

E. Restrictions for PHAs Participating in the Asset Building Cohort of the MTW Expansion

Participation in the Asset Building Cohort of the MTW Expansion may affect an MTW PHA's participation in RAD. A PHA selected under the Asset Building Cohort of the MTW Expansion may not pursue a full RAD conversion to Project-Based Rental Assistance (PBRA) for the evaluation period. A RAD conversion to project-based vouchers (PBVs) would be allowed.

There are no other restrictions on the types of MTW waivers and associated activities that a PHA selected under the Asset Building Cohort of the MTW Expansion may pursue. All flexibilities and MTW waivers and associated activities available in the MTW Operations Notice are available to PHAs designated under this Cohort. PHAs in the Asset Building Cohort of the MTW Expansion must also follow all rules and approval processes contained in the MTW Operations Notice.

4) Selection Process for the Asset Building Cohort of the MTW Expansion

All PHAs that are interested in implementing one of the three options detailed in Section 3(A), 3(B) or 3(C) of this Notice and that meet the eligibility requirements outlined in Section 5(B) of this Notice by the submission deadline in Section 5(E) of this Notice, are invited to submit an MTW Plan and application package, which consists of the materials detailed in Section 5(C) of this Notice. HUD will select PHAs to participate in the Asset Building Cohort to the extent slots are available in the MTW Expansion (see footnote 3 on page 3 of this Notice). If more eligible and complete MTW application packages are received than slots available, HUD will conduct a lottery in the affected size category to fill the remaining slots in the MTW Expansion.

PHAs that have not applied to prior cohorts of the MTW Expansion, or that applied to prior cohorts of the MTW Expansion and were found not to be eligible for that cohort by HUD, will have eligibility assessed according to the full criteria in Section 5(B) of this Notice as described above.

PHAs that applied to prior cohorts of the MTW Expansion and were found to be eligible for that cohort by HUD are eligible for the Asset Building Cohort of the MTW Expansion if they are not troubled in either the Public Housing Assessment System (PHAS) or the Section Eight Management Assessment Program (SEMAP) as of the submission deadline in Section

5(E) of this Notice.

PHAs interested in the Asset Building Cohort of the MTW Expansion must submit an MTW Plan and application package to HUD under this Notice by the submission deadline in Section 5(E) of this Notice. HUD will then screen each MTW Plan and application package received to verify eligibility according to the requirements in Section 5(B) of this Notice. HUD will next assess all eligible MTW Plan and application packages for completeness under the elements in 5(B) of this Notice. If there is a question as to the MTW Plan and application package's eligibility and/or completeness, the PHA may have the opportunity to cure the deficiency. Deficiencies will be addressed according to Section 5(D) of this Notice. After the opportunity to cure deficiencies has passed, HUD will select PHAs among the eligible and complete MTW Plan and application packages to participate in the Asset Building Cohort. Those MTW Plan and application packages that were found to be not eligible and/or not complete will not be selected.

Following the review and selection process, HUD will notify the selected applicant PHAs via email of their selection in the Asset Building Cohort of the MTW Expansion. HUD will also notify those applicant PHAs not selected and those that were found to be not eligible and/or to not have completed the MTW Plan and application packages at that time. After HUD has made selections, if a selected applicant PHA declines to participate in the Asset Building Cohort of the MTW Expansion, HUD may randomly select another eligible and complete MTW Plan and application package (and the associated applicant PHA) as available.

Selection does not constitute formal entry into the MTW Demonstration Program. Selected PHAs may not flexibly use Section 8 and Section 9 funding or invoke any MTW flexibility before formal entry into the MTW Demonstration Program. This will not occur until an MTW Amendment to the Annual Contributions Contract (ACC)⁷ detailing MTW participation is executed by both HUD and the PHA and any other requirements of the MTW Operations Notice are met.

Non-selection under the Asset Building Cohort will not preclude PHAs from seeking MTW designation at a future opportunity, provided the PHA is eligible under the terms of selection for that future opportunity.

Depending on the number of MTW Plan and application packages received, the size of the PHAs, the geographic regions represented, and prevalence of RAD participation, HUD may adjust the potential lottery procedures to account for these requirements of the 2016 MTW Expansion Statute. HUD will consider the location of current MTW PHAs in assessing geographic diversity. HUD may also consider the number of PHAs applying to participate under each of the three options described in Sections 3(A)-3(C) of this Notice in structuring potential lottery procedures.

5) Submission of MTW Plan and Application Package for the Asset Building Cohort of the MTW Expansion

⁷ The MTW Amendment to the ACC is available in the "Forms" section of the MTW Expansion website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/mtw/expansion.

A. MTW Plan and Application Package Submission Format Overview

The MTW Plan and application package for the Asset Building Cohort of the MTW Expansion consists of the following:

- i. PART I - MTW Plan and Asset Building Initiatives Information (according to Section 5(C)(ii) of this Notice); and
- ii. PART II - Appendices 1-4 (according to Section 5(C)(iii) of this Notice).

B. Eligibility and Completeness Requirements for the Asset Building Cohort of the MTW Expansion

By the submission deadline in Section 5(E) of this Notice, PHAs must meet all the eligibility and completeness requirements included in this section. All eligibility and completeness requirements will be verified as of that date. All eligibility requirements will be verified by HUD systems. All completeness requirements will be demonstrated by items in the MTW Plan and application package submitted by the PHA. The sources used to verify the eligibility and completeness requirements are given below.

Applicant PHAs that fail to meet the eligibility requirements listed here will be deemed not eligible. MTW Plan and application packages from non-eligible applicants will not be selected for designation under this Cohort or placed into any potential lottery. MTW Plan and application packages that fail to meet the completeness requirements listed here will also not be selected for designation under this Cohort or placed into the lottery. Opportunities to cure deficiencies in eligibility and/or completeness may be available according to the terms in Section 5(D) of this Notice.

i. Eligibility and Completeness Requirements⁸

a) List of Statutory Eligibility Requirements

HUD will verify the following eligibility requirements through HUD systems as of the submission deadline in 5(E) of this Notice:

- (1) Administration of no more than 6,000 aggregate public housing and/or HCV units as verified by HUD;⁹
- (2) Designation as a High Performer under the PHAS or Designation as a High Performer under SEMAP as verified by HUD; and
- (3) The applicant is a PHA.

⁸ PHAs that applied to the prior cohorts of the MTW Expansion and were found to be eligible for that cohort by HUD are eligible for the Asset Building Cohort of the MTW Expansion if they are not troubled in either PHAS or SEMAP as of the submission deadline in Section 5(E) of this Notice. Additional verification of the statutory and additional eligibility requirements will not be conducted for these PHAs. There will be verification of the completeness requirements for these PHAs.

⁹ All authorized public housing and HCV units will be counted towards the aggregate amount, including any special purpose vouchers.

b) List of Additional Eligibility Requirements¹⁰

HUD will verify the following eligibility requirements through HUD systems as of the submission deadline in 5(E) of this Notice:

- (1) The PHA is not “troubled” under either PHAS or SEMAP (as applicable to the PHA’s inventory);
- (2) The applicant did not accept formal designation as an MTW PHA in another cohort of the MTW Expansion;
- (3) The PHA has a reporting rate in IMS/PIC of at least 90% of households in both the public housing and HCV programs (as applicable to the PHA’s inventory);
- (4) If the PHA administers an HCV program, the PHA is up to date on all required submissions into the Voucher Management System (VMS);
- (5) The PHA submitted all required submissions for the preceding three fiscal years into the Financial Assessment Sub-System (FASS-PH), Financial Data Schedule (FDS);
- (6) The PHA submitted its most recent PHA Plan that was due to HUD;
- (7) There are no unaddressed findings from Inspector General audits, Independent Public Accountant (IPA) audits, Tier I or II reviews, litigation with HUD, or any other on-site or remote reviews for the PHA. The PHA has resolved outstanding nondiscrimination or equal opportunity charges, cause determinations, lawsuits, or letters of finding in accordance with Section 5(B)(i)(d) of this Notice. The PHA is not currently the subject of any unresolved Departmental challenge to the validity of the PHA’s civil rights certification under 24 CFR 903.7(o) and 903.15;
- (8) If the PHA administers a public housing program, the PHA complied with obligation and expenditure deadlines of Capital Fund Program (CFP) grants in accordance with the requirements of Section 9(j) of the 1937 Act for the past three years; and
- (9) If an outstanding repayment agreement with HUD is in place, the PHA has made payments according to that agreement or has come into compliance with the agreement.

c) List of Completeness Requirements

HUD will verify the following completeness requirements from the MTW Plan and application package as submitted by the deadline in Section 5(E) of this Notice:

- (1) The PHA submitted an MTW Plan and application package consisting of the MTW Plan, Asset Building Initiatives Information, and applicable appendices;

¹⁰ In assessing eligibility, HUD will take into consideration any HUD-provided flexibility granted to the PHA associated with emergency or disaster relief.

- (2) The PHA chose to implement one of the three options detailed in Section 3(A), 3(B) or 3(C) of this Notice;
- (3) The PHA submitted a Board Resolution signed by the Board of Commissioners (or equivalent governing body) that: approves the PHA's desire to obtain MTW designation under the Asset Building Cohort of the MTW Expansion; states the intention to comply with the MTW objectives, MTW statutory requirements, and the MTW Operations Notice; confirms that the PHA met the public process requirements in Section 5(C)(i)(c) of this Notice; and states the commitment to implement the Asset Building Cohort option discussed in the MTW Plan and application package; and
- (4) The PHA met the public process requirements explained in Section 5(C)(i)(c) of this Notice.

d) Non-Eligible Applicants

An application submitted by multiple PHAs or from a consortium of PHAs will not be considered, nor will an application from individuals or other non-PHA entities.

Outstanding civil rights matters must be resolved before the submission deadline in Section 5(E) of this Notice. Interested PHAs who after review are confirmed to have civil rights matters unresolved at the submission deadline date will be determined ineligible, and the MTW Plan and application package will receive no further review. Interested PHAs having any of the charges, cause determinations, lawsuits, or letters of findings referenced immediately below that have not been resolved to HUD's Office of Fair Housing and Equal Opportunity's satisfaction by the submission deadline in Section 5(E) of this Notice are ineligible. Such matters include:

- Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex, national origin, disability or familial status;
- Status as a defendant in a Fair Housing Act lawsuit filed by the Department of Justice alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance pursuant to 42 U.S.C. 3614(a);
- Status as a defendant in any other lawsuit filed or joined by the Department of Justice alleging a pattern or practice or systemic violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, Title II of the Americans with Disabilities Act, or a claim under the False Claims Act related to fair housing, non-discrimination, or civil rights generally including an alleged failure to affirmatively further fair housing;
- Receipt of a letter of findings identifying systemic non-compliance with Title

VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974; or Title II of the Americans with Disabilities Act; or

- Receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.

HUD will determine if actions to resolve the charge, cause determination, lawsuit, or letter of findings taken before the submission deadline in Section 5(E) of this Notice are sufficient to resolve the matter. Examples of actions that may be considered sufficient to resolve the matter include, but are not limited to:

- Current compliance with a voluntary compliance agreement signed by all the parties;
- Current compliance with a HUD-approved conciliation agreement signed by all the parties;
- Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;
- Current compliance with a consent order or consent decree;
- Current compliance with a final judicial ruling or administrative ruling or decision; or
- Dismissal of charges.

C. MTW Plan and Application Package and Submission Format

PHAs that meet the eligibility criteria in Section 5(B) of this Notice must submit an MTW Plan and application package as described in this section by the submission deadline in Section 5(E) of this Notice.

i. MTW Plan and Application Package - Application Contents and Organization

a) Electronic Submission Requirement

The Asset Building Cohort MTW Plan and application package consisting of the MTW Plan, Asset Building Initiatives Information, and appendices must be submitted electronically as a converted PDF or as a Microsoft Word document (1997 version or higher) to Marianne Nazzaro; Director, Moving to Work Demonstration Program; e-mail: MTWAssetBuilding@hud.gov. The submittal e-mail should be titled “MTW Expansion Asset Building Cohort - Application Package” and should include the name and number of the PHA and relevant contact information in the body of the email.

The addressee that transmitted the Asset Building Cohort MTW Plan and application package will be considered the main point of contact for the PHA and

will receive an email confirming receipt within 72 hours of submission. That main point of contact for the PHA will also receive any other correspondence related to the PHA's Asset Building Cohort application. If at any time that main point of contact for the PHA should be updated, the new main point of contact must send an email request to that effect to: MTWAssetBuilding@hud.gov. A PHA may only have one main point of contact at a time.

b) Instructions on Page Counts for the MTW Plan and Application Package

The Asset Building Cohort MTW Plan and application package will consist of two parts. The first part will include the MTW Plan and Asset Building Initiatives Information. The MTW Plan will consist of narrative information responding to Section 5(C)(ii)(a) of this Notice. The Asset Building Initiatives Information will consist of information responding to Section 5(C)(ii)(b) of this Notice. All pages should be numbered in this first part of the MTW Plan and application package. The second part of the MTW Plan and application package will include appendices and other supporting documentation responding to Section 5(C)(iii) of this Notice. Pages should be numbered only in Appendix 4 of this second part of the MTW Plan and application package.

The first part of the MTW Plan and application package containing the MTW Plan and the Asset Building Initiatives Information must contain page numbers and is suggested to be no more than 15 pages in length (it is suggested that PHAs allot 10 pages for the MTW Plan and five pages for the Asset Building Initiatives Information).

The second part of the MTW Plan and application package containing the appendices consists mainly of certifications and forms that must be submitted as provided in this Notice or as published by HUD. There are no suggested page limits associated with Appendices 1-3 described below. Appendix 4 must contain page numbers and is suggested to be no more than 10 pages. There is no prescribed format for the pages in Appendix 4 as they may be letters of support, meeting materials, sign-in sheets, resumes, etc.

c) Public Process Requirements

The Asset Building Cohort MTW Plan and application package must undergo a public process period, elements of which include all of the following:¹¹

¹¹ All notices and communications must be provided, and all hearings whether in person, virtual or via telephone must be conducted, in a manner that ensures effective communication with persons with hearing, visual, and other communication-related disabilities consistent with Section 504 of the Rehabilitation Act and HUD's Section 504 regulation, and Titles II or III of the ADA and implementing regulations. Recipients must provide appropriate auxiliary aids and services necessary to ensure effective communication, which includes ensuring that information is provided in appropriate accessible formats as needed, e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters, accessible websites and other electronic communications (See 24 C.F.R. 8.6; 28 C.F.R. 35.160, 36.303).

Under Title VI of the Civil Rights Act of 1964, PHAs are required to provide individuals with limited English proficiency (LEP) with meaningful access to their programs and services. Providing "meaningful access" will generally involve some combination of services for oral interpretation and written translation of vital documents.

- The PHA must publish a notice that a hearing will be held on the full MTW Plan and application package. The draft MTW Plan and Asset Building Initiatives Information must be available for public inspection for at least 30 days before submission of the MTW Plan and application package to HUD.
- The PHA must conduct a public hearing to discuss the MTW Plan and Asset Building Initiatives Information and invite public comment.
- The PHA's Board of Commissioners (or equivalent governing body) must approve the MTW Plan and application package by resolution no less than 15 days after that public hearing. This resolution must contain: confirmation of the PHA's desire to obtain MTW designation under the Asset Building Cohort of the MTW Expansion; a statement of the intention to comply with the MTW objectives, the MTW statutory requirements and the MTW Operations Notice; confirmation that the PHA met the public process requirements in this section of this Notice; and a statement of the commitment to implement the Asset Building Cohort option discussed in the MTW Plan and application package.

d) MTW Plan and Application Package Table of Contents

All MTW Plan and application packages for the Asset Building Cohort of the MTW Expansion must be submitted with a table of contents arranged in the following order:

PART I (suggested to be no more than 15 pages and including page numbers).

- MTW Plan (suggested to be no more than 10 pages) – this is a narrative section that responds to Section 5(C)(ii)(a) of this Notice.
- Asset Building Initiatives Information (suggested to be no more than five pages) – this is a narrative section that responds to Section 5(C)(ii)(b) of this Notice.

PART II (no page limit or page numbers necessary for Appendices 1-3. Appendix 4 suggested to contain no more than 10 pages and includes page numbers).

- Appendix 1: Moving to Work Certifications of Compliance – this must be signed and submitted as described in Section 5(C)(iii)(a) and Attachment I of this Notice.
- Appendix 2: Public Process Documentation – this must be completed and submitted as described in Sections 5(C)(i)(c) and 5(C)(iii)(b) of this Notice.
- Appendix 3: Required Standard Forms – this must include the completed forms described in Section 5(C)(iii)(c) of this Notice.
- Appendix 4: Other Supporting Documentation – the PHA may provide supporting documentation as described in Section 5(C)(iii)(d) of this Notice.

ii. PART I - MTW Plan and Asset Building Initiatives Information

This section provides narrative information on the scope and quality of the PHA's planning for its proposed local MTW program and Asset Building Initiatives. This section should be no more than a total of 15 pages.

a) MTW Plan (suggested to be no more than 10 pages)

(1) Vision for PHA's Local MTW Program

Provide the PHA's overall vision for its local MTW program and the unique challenges and opportunities that participation in the MTW Demonstration Program would bring. The vision should be described as it relates to the three statutory objectives of the MTW Demonstration Program – cost effectiveness, self-sufficiency and housing choice. Provide an explanation of the reason(s) why the PHA wants to participate in the MTW Demonstration Program.

Provide a description of the experience and skills of the PHA personnel with primary responsibility for the administration of the local MTW program.

Provide a statement of fair housing and other civil rights goals, strategies, and specific actions. This subsection parallels the fair housing statement in the PHA Plan template that corresponds to the type of PHA. The statement supports the PHA's civil rights certification in its efforts to comply with 24 CFR 5.151, 903.7(o), and 903.15.

(2) Plan for Future Community/Resident Engagement

Discuss how the PHA plans to continue to engage assisted households in its low-income and affordable housing programs, as well as the broader community and stakeholders, in the implementation and development of its local MTW program. Describe any planned engagement efforts with the local community, including any outreach to racial and ethnic minorities, persons with limited English proficiency, persons with disabilities, families with children and groups representing such persons.

(3) PHA Operating and Inventory Information

Narratively provide a general description of the PHA's current public housing and HCV program units and the households that it serves. Discuss any major changes the PHA anticipates to the demographics of the households it serves. Discuss any major plans the PHA has for its housing stock as a result of its participation in the MTW Demonstration Program. Discuss challenges that the PHA faces in occupying public housing units, leasing HCV units and/or serving the special needs of specific populations.

Provide any specific examples of how the PHA has demonstrated innovation and creativity within its current program (including grants received, participation in other HUD programs, etc.)

(4) Plan for Local MTW Program

Describe what types of initiatives the PHA seeks to implement in its local MTW program and why. It is not necessary that the PHA put forth discrete activities but should discuss how the PHA seeks to utilize MTW flexibility in its community to address local needs. This discussion should be organized under the three statutory objectives of the MTW Demonstration Program, including: Cost Effectiveness, Self-Sufficiency, and Housing Choice.

(5) Proposed Use of MTW Funds

The PHA shall request authority to use public housing and HCV funds flexibly in this section.¹² Then, list or describe the PHA's proposed uses of MTW Funds. Describe how/if the PHA plans to use funds in a flexible manner across the traditional Section 8 and Section 9 programs.

(6) Evidence of Significant Partnerships

Discuss any significant partnerships between the PHA and other public agencies, city/state/local governments, private nonprofits and/or for-profit entities (particularly local welfare offices and local providers of job training, financial empowerment, and related services). The PHA should clearly explain how such partnerships will help to achieve the vision of the PHA's local MTW program. Discuss how the PHA intends to leverage funding and/or other in-kind resources in the implementation of its local MTW program.

b) Asset Building Initiatives Information (suggested to be no more than five pages)

(1) Assessment of Existing Asset Building Programs

Provide an assessment of past and existing efforts of the PHA on asset building for assisted households, including efforts that encourage the growth of savings accounts and/or aim to build credit for assisted households. This assessment should include a discussion of any current or past participation in HUD's FSS or other self-sufficiency programs, any PHA resources related to asset building education, and any partnerships with local organizations related to asset building and/or asset building education.

(2) Choice of Asset Building Initiatives Option

Identify one of the three options detailed in Section 3(A), 3(B) or 3(C) of this Notice that the PHA will implement if selected for the Asset Building Cohort of the MTW Expansion. The PHA must explain why it chose this option.

(3) Information Specific to Asset Building Initiatives Option Chosen by PHA

¹² Per the 1996 MTW Statute, applicant PHAs must request the authority to use public housing and HCV funds flexibly in the MTW Plan and application package.

The PHA should only provide information under this item that is applicable to the Asset Building Initiative Option that was chosen.

If the PHA chose the ***Opt-Out Savings Account Option*** in Section 3(A) of this Notice:

- State the goal of implementing the savings program and the anticipated benefits of the savings program for assisted households.
- In the table below, identify the number of assisted households that the PHA anticipates will participate in the savings program and the amount of savings that will be contributed per household, per month.¹³ These numbers must meet the thresholds and boundaries set in Section 3(A) of this Notice.

(A) Anticipated Number of Assisted Households Participating in Savings Program <i>(must be at least 25 households)</i>	
(B) Anticipated Percentage of Assisted Households Participating in Savings Program <i>(must be no more than 50% of total Assisted households)</i>	
(C) Anticipated Amount of Savings Contributed Per Household Per Month <i>(must be at least \$10 per household, per month)</i>	
Total PHA Investment Per Month <i>(A) x (C)</i>	
Total Anticipated PHA Investment Per Year <i>((A) x (C)) x 12 months</i>	
Total Anticipated PHA Investment for Life of Program <i>((A) x (C)) x 24 months</i>	

- Discuss if and how implementing the savings program will impact the PHA's overall budget. If the total costs of the savings program to the PHA are projected to exceed 5% of the PHA's overall budget, please state this and explain how the PHA will continue to meet utilization and occupancy goals. Discuss whether the PHA plans to seek funding or other resources from any other public or private sources to support the savings program.

¹³ For example, if an applicant PHA with 200 assisted households anticipated that 50 assisted households would participate in the savings program with an anticipated amount of \$15 per month, per household, the table the PHA submitted would read as follows:

(A) Anticipated Number of Assisted Households Participating in Savings Program <i>(must be at least 25 households)</i>	50
(B) Anticipated Percentage of Assisted Households Participating in Savings Program <i>(must be no more than 50% of total Assisted households)</i>	25%
(C) Anticipated Amount of Savings Contributed Per Household Per Month <i>(must be at least \$10 per household, per month)</i>	\$15
Total PHA Investment Per Month <i>(A) x (C)</i>	\$750
Total Anticipated PHA Investment Per Year <i>((A) x (C)) x 12 months</i>	\$9,000
Total Anticipated PHA Investment for Life of Program <i>((A) x (C)) x 24 months</i>	\$18,000

- Discuss preliminary ideas on how the PHA strategy to increase assisted households' access to banking resources would be structured.

If the PHA chose the ***Credit Building Option*** in Section 3(B) of this Notice:

- State the goal of implementing the credit building program and the anticipated benefits of the credit building program for assisted households.
- Identify the percentage and number of public housing households to which the PHA anticipates it will offer participation in the credit building program. This number must meet the threshold set in Section 3(B) of this Notice.
- Discuss preliminary ideas on how the PHA would implement credit reporting of public housing rent payments on its own or with a partner organization.
- Discuss if and how implementing the credit building program will impact the PHA's overall budget. Discuss whether the PHA plans to seek funding or other resources from any other public or private sources to support the credit building program.

If the PHA chose the ***PHA-Designed Asset Building Option*** in Section 3(C) of this Notice

- Describe the asset building program envisioned by the PHA. State the goal of this program and the anticipated benefits of the program for assisted households. If the PHA utilized any evaluations or existing demonstrations to develop its policy, please include a description of these.
- State whether the primary program goal is to encourage the growth of savings accounts or to build credit for assisted households.
- Discuss the elements of the PHA's program that will encourage the growth of savings accounts and/or aim to build credit for assisted households.
- Distinguish between the elements that will require MTW statutory or regulatory flexibility, MTW funding flexibility and/or that are tied to building credit. The PHA should also distinguish related or adjacent elements that will not require MTW flexibility.
- Identify the percentage and number of assisted households that the PHA anticipates will be affected by the PHA's program.
- Discuss if and how implementing the PHA's program will impact the PHA's overall budget. Discuss whether the PHA plans to seek funding or other resources from any other public or private sources to support the PHA's program.

iii. PART II - Appendices

a) Appendix 1: Moving to Work Certifications of Compliance (Attachment I of this Notice)

The PHA must provide a certification that the MTW Plan and application package is consistent with the “Moving to Work Certifications of Compliance.” A certification sheet for this purpose is provided in Attachment I of this Notice.

b) Appendix 2: Public Process Documentation

The PHA must provide documentation that the elements of the public process described in Section 5(C)(i)(c) of this Notice were met. There is no prescribed format or page limit for this appendix, but materials must include:

- The public notice advertising the public hearing;
- Evidence that the public hearing was held (items could include minutes, sign-in sheet, etc.); and
- A resolution signed by the Board of Commissioners (or equivalent governing body) adopting the MTW Plan and application package and the certifications contained therein. This resolution must contain: confirmation of the PHA’s desire to obtain MTW designation under the fourth cohort of the MTW Expansion; a statement of the intention to comply with the MTW objectives, the MTW statutory requirements and the MTW Operations Notice; confirmation that the PHA met the public process requirements in Section 5(C)(i)(c) of this Notice; and a statement of the commitment to implement the Asset Building Cohort option proposed in the MTW Plan and application package.

c) Appendix 3: Required Standard Forms

The PHA must provide completed versions of the:

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

Blank copies of these Standard Forms may be accessed on the fourth cohort website at: <https://www.hud.gov/mtw>.

d) Appendix 4: Other Supporting Documentation

The PHA may elect to provide other materials such as letters of support, community meeting materials, resumes, memorandums of understanding, etc. to substantiate and reinforce narrative information provided in the MTW Plan and application package. Pages in this appendix must be numbered and length is suggested to be limited to 10 pages.

D. Corrections to Deficient Applications

HUD will uniformly notify each applicant of any curable deficiency by email, give instructions for how to address the curable deficiency, and give a date by which the PHA must respond to the curable deficiency. Failure to respond according to the instructions and deadline may result in the PHA failing to meet the requirements of this Notice.

E. Application Submission Deadline

MTW Plan and application packages in response to this Notice must be received by: **11:59 pm Eastern Daylight Time (EDT) on JULY 28, 2022.**

6) Administrative and Contact Information

A. Paperwork Reduction Act

The information collection requirements contained in this document are approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 2501-3520). The OMB control number is 2577-0216. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

B. Additional Resources

PHAs interested in applying for the Asset Building Cohort of the MTW Expansion will find resources available in compiling the application package at: <https://www.hud.gov/mtw>. On this webpage, HUD will post this Notice, links to the standard forms listed in Section 5(C)(iii)(c) of this Notice, Frequently Asked Questions and other resources.

C. Contact Information

For further information, contact: Marianne Nazzaro; Director, Moving to Work Demonstration Program; e-mail: MTWAssetBuilding@hud.gov, or visit the MTW Demonstration Program website at: <https://www.hud.gov/mtw>.

_____/ s /_____
Dominique Blom
General Deputy Assistant Secretary
for Public and Indian Housing

ATTACHMENT I
Moving to Work Certifications of Compliance

CERTIFICATIONS OF COMPLIANCE

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

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

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

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

- (9) The PHA certifies that the Board of Commissioners has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (10) The PHA certifies that it will carry out its application in conformity with: Title VI of the Civil Rights Act of 1964 (42 USC 2000d-2000d-4); the Fair Housing Act (42 USC 3601-19); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Title II of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.); all regulations implementing these authorities; other applicable Federal, State, and local civil rights laws; and that it will affirmatively further fair housing by fulfilling the requirements set out in HUD regulations found at Title 24 of the Code of Federal Regulations, including regulations in place at the time of this certification, and any subsequently promulgated regulations governing the obligation to affirmatively further fair housing. The MTW PHA is always responsible for understanding and implementing the requirements of HUD regulations and policies and has a continuing obligation to affirmatively further fair housing in compliance with the 1968 Fair Housing Act, the Housing and Community Development Act of 1974, The Cranston-Gonzalez National Affordable Housing Act, and the Quality Housing and Work Responsibility Act of 1998. (42 U.S.C. 3608, 5304(b)(2), 5306(d)(7)(B), 12705(b)(15), and 1437C-1(d)(16)).
- (11) The PHA will carry out its plan in conformity with HUD's Equal Access Rule at 24 CFR 5.105(a)(2) and will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status.
- (12) The application is consistent with the applicable Comprehensive Plan (or any plan incorporating such provisions of the Comprehensive Plan) for the jurisdiction in which the PHA is located.
- (13) The application certifies that according to the appropriate State or local officials that the application is consistent with the applicable Consolidated Plan.
- (14) The PHA complies with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.
- (15) The PHA complies with the Violence Against Women Act and its implementing regulations at 24 C.F.R. Part 5, Subpart L and Parts 960 and 966.
- (16) The PHA complies with the Architectural Barriers Act of 1968 and its implementing regulations at 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (17) The PHA complies with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 75.
- (18) The PHA complies with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (19) The PHA complies with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
- (20) The PHA complies with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

- (21) The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (22) The PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (23) With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (24) The PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.
- (25) The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (26) The PHA will comply with the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Rewards at 2 CFR Part 200.
- (27) The application and all attachments are available at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

PHA NAME

PHA NUMBER/HA CODE

I/We, the undersigned, certify under penalty of perjury that the information provided above 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, 1014; 31 U.S.S. §3729, 3802).

NAME OF AUTHORIZED OFFICIAL*

TITLE

SIGNATURE

DATE

*** Must be signed by either the Chairperson 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.**

MTW CERTIFICATIONS OF COMPLIANCE***U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING*****Certifications of Compliance with Regulations:
Board Resolution to Accompany the MTW Supplement to the Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairperson or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the MTW Supplement to the Annual PHA Plan for the MTW PHA Fiscal Year beginning (01/01/2026), hereinafter referred to as "the MTW Supplement", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the MTW Supplement and implementation thereof:

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

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

The Housing Authority of the City of Lakeland

FL011

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

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

NAME OF AUTHORIZED OFFICIAL: David
Samples

Chairperson

TITLE***SIGNATURE******DATE:******09/15/2025***

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

Civil Rights Certification (Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 3/31/2024

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 01/01/2026 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

The Housing Authority of the City of Lakeland

FL011

PHA Name

PHA Number/HA Code

I hereby certify that all the statement above, 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 Executive Director: Benjamin Stevenson

Name of Board Chairperson: David Samples

Signature

Date 09/15/2025

Signature

Date 09/15/2025

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

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

I, Carlos R. Pizarro An, the Senior Vice-President of Housing
Official's Name *Official's Title*

certify that the Annual PHA Plan for fiscal year 2026 of the Housing Authority of the City of
Lakeland is consistent with the

PHA Name

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair
Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

Polk/Highland County/City of Lakeland

Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR §§ 903.7(o)(3) and 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or
State Consolidated Plan. The City of Lakeland's housing needs revolve around
the high cost of housing and the need for additional affordable housing. While housing quality and
housing status (renter vs owner) play a role in the City's housing needs, housing cost burden is the
leading challenge for the market. The limited supply and rising cost of housing makes challenges
like homelessness and housing status more difficult to solve. The Lakeland Housing Authority is
helping with minimizing the impact of the housing needs through the development of new
communities and programs.

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 Executive Director: Benjamin Stevenson

Name Board Chairperson: David Samples

Signature

Date:09/15/2025

Signature

Date09/15/2025

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

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing
instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD
may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Certifications of Compliance with PHA Plan and Related Regulations (Standard, Troubled, HCV-Only, and High Performer PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations including PHA Plan Elements that Have Changed

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the XX 5-Year and/or XX Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 01/01/2025, in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. 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.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

The Housing Authority of the City of Lakeland

FL011

PHA Name

PHA Number/HA Code

X Annual PHA Plan for Fiscal Year 2026

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 Executive Director: Benjamin Stevenson

Name Board Chairman: Shelly Asbury

Signature

Date 09/15/2025

Signature

Date 09/15/20254

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: ☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan ☐ e. loan guarantee ☐ f. loan insurance		2. Status of Federal Action: ☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award		3. Report Type: ☐ a. initial filing ☐ b. material change For Material Change Only: year _____ quarter _____ date of last report _____	
4. Name and Address of Reporting Entity: ☒ Prime ☐ Subawardee Tier _____, if known: Congressional District, if known:			5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Lakeland Housing Authority 430 Hartsell Avenue Lakeland, FL 33815-4502 Congressional District, if known:		
6. Federal Department/Agency: HUD-Department of Housing and Urban Development			7. Federal Program Name/Description: Moving to Work Demonstration-Cohort #4 CFDA Number, if applicable: _____		
8. Federal Action Number, if known:			9. Award Amount, if known: \$0		
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: Mr. Benjamin Stevenson Title: Executive Director Telephone No.: 863-687-2911 Ext. 1021 Date: 09/15/2025		
Federal Use Only:				Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

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

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

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

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

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

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: Lakeland Housing Authority

Project Name: Moving to Work (MTW) Cohort #4

Location of the Project: 430 Hartsell Avenue
Lakeland, FL 33815-4502

Name of the Federal
Program to which the
applicant is applying: Moving to Work (MTW) Cohort #4

Name of
Certifying Jurisdiction: City of Lakeland

Certifying Official
of the Jurisdiction
Name: Benjamin Stevenson

Title: Executive Director

Signature: _____

09/15/2025

Certification of Payments to Influence Federal Transactions

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

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

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

Applicant Name

Lakeland Housing Authority

Program/Activity Receiving Federal Grant Funding

Moving to Work (MTW) Demonstration Project, Cohort #4

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

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

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

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

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

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

Name of Authorized Official	Title
Mr. Benjamin Stevenson	Executive Director
Signature	Date (mm/dd/yyyy)
	09/15/2025

The Housing Authority of the City of Lakeland

Request for Board Action

1. Describe Board Action Requested and why it is necessary:

Re: Resolution # 25-1562

The Board of Commissioners is requested to approve the above-referenced resolution to authorize the Executive Director to establish the Fiscal Year 2026 (2025-2026) Payment Standards for Section 8 Program Housing Choice Voucher Program participants, effective October 1, 2025.

2. Who is making request:

- A. Entity: The Housing Authority of the City of Lakeland
- B. RE: 2026 Fair Market Rent Rates/Payment Standards
- C. Originator: Carlos R. Pizarro An

3. Cost Estimate:

n/a

Narrative:

In order to provide its Section 8 program participants with numerous affordable housing choices for a larger number of families, the Housing Authority of the City of Lakeland must maintain an adequate pool of available affordable housing units. This inventory of available affordable housing units is maintained and enhanced by paying current and prospective landlords a fair and reasonable rent based on the local market.

The U.S. Department of Housing and Urban Development has published Final Fiscal Year 2025/2026 (Effective 10/01/2025) Fair Market Rent rates for the Lakeland-Winter Haven Metropolitan Statistical Area with the option to increase/decrease the rent rates by up to 10% and because LHA is a "Moving to Work (MTW)" agency up to 20% depending on the need. After market analysis, the Housing Authority of the City of Lakeland staff determined that in order to maintain the current pool of housing to attract other housing opportunities, and to serve as many families as possible, should adopt the U.S. Department of Housing and Urban Development's final rent rates at 110% or 120% for the Elderly or Disabled or Special Cases – VASH, FY, EHV, etc.... of the published Fair Market Rent for the jurisdiction its serves.

Therefore, the Housing Authority of the City of Lakeland staff is recommending the following payment standards for its Section 8 program effective October 1, 2024 and/or implementing within ninety (90) days of approval for annual certifications.

2026 PAYMENT STANDARDS BY UNIT BEDROOMS					
	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
Prior Year HUD Approved Final Fiscal Year 2024/2025 Fair Market Rent as published at 110%	1193	1201	1470	1976	2469
New Proposed Payment Standard 2025/2026 Effective 10/01/2025 (At 110% of the HUD Published Fair Market Rent)	1348	1353	1646	2225	2762
2025/2026 Payment Standards at 120%	1471	1476	1796	2427	3013

RESOLUTION NO. 25-1562

APPROVING THE SECTION 8 PROGRAM PAYMENT STANDARD FOR FISCAL YEAR 2026

(Effective October 1, 2025)

WHEREAS, the Housing Authority of the City of Lakeland desires to provide its eligible Section 8 program participants with a wide range of affordable housing units opportunities; and

WHEREAS, the Housing Authority of the City of Lakeland desires to establish a rent structure that is not only attractive to the current landlords participating in the Section 8 program but one that will also attract future landlords for the Section 8 program; and

WHEREAS, the U.S. Department of Housing and Urban Development publishes a Fair Market Rent rate structure on a yearly basis; and

WHEREAS, the U.S. Department of Housing and Urban Development establishes in 24 CFR 982.503 that “the PHA may adopt payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower or higher percentage is approved by HUD) or if approved by the U.S. Department of Housing and Urban Development through the MTW Plan up to 120%,” and

WHEREAS, the Housing Authority of the City of Lakeland staff’s evaluation of the published U.S. Department of Housing and Urban Development rate structure against local market analysis indicated that it would be in the best interest of the Housing Authority’s Section 8 program participants to increase the Housing Authority of the City of Lakeland’s Section 8 Program Payment Standards structure at 110% (120% under the MTW Plan or as approved by the U.S. Department of Housing and Urban Development, under the special request and approval) of the U.S. Department of Housing and Urban Development’s published rate in order to maintain an adequate number of affordable housing units and to increase the number of families participating in the program (see attached matrix).

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby approves its Fiscal Year 2026 Payment Standards to be 110% (120% under the MTW Plan or as approved by the U.S. Department of Housing and Urban Development under the special request and approval) of the rate published by the U.S. Department of Housing and Urban Development--effective October 1, 2025, and/or implementing within ninety (90) days of approval for annual certifications.

CERTIFICATE OF COMPLIANCE

This is to certify that the Board of Commissioners of the Housing Authority of the City of Lakeland has approved and adopted this Resolution 25-1562, dated September 18, 2025.

Attested by:

Benjamin Stevenson, Secretary

David Samples, Chairman

The Housing Authority of the City of Lakeland Request for Board Action

1. Describe Board Action Requested and why it is necessary:

Re: Resolution # 25-1563

The Board of Commissioners is requested to approve the above-referenced resolution to authorize revisions to the current utility allowance schedule for both the Public Housing and the Housing Choice Voucher participants.

2. Who is making request:

A. Entity: The Housing Authority of the City of Lakeland

B. Project: Implement the annual utility allowance schedules for participants in the Public Housing and HCV programs effective October 1, 2025. Per HUD Rules and Regulations, 12 months after the prior year approved schedule.

C. Originator: Carlos Pizarro

3. Cost Estimate:

N/A

Narrative:

The U.S. Department of Housing and Urban Development requires the Lakeland Housing Authority to review its utility allowances annually. The review shall include all changes in circumstances involved with completion of modernization and/or other energy conservation measures implemented by the Lakeland Housing Authority which would lead to a change in reasonable consumption requirements and changes in utility rates of more than 10%.

The utility allowance survey method is the preferred method of obtaining current utility rates and charges for the Public Housing and Section 8 Housing Choice Voucher programs. The outcome of this study enables the Lakeland Housing Authority to update the current utility allowance schedule.

Resident Life Utility Allowances, a division of The Nelrod Company, was selected as the consulting firm for the utility allowance study. The Nelrod Company has over twenty years of experience in federal, state, and local government consulting services in the following areas:

- Financial Management and Capital Fund Program
- Agency Plans and Policies
- PHAS

- SEMAP
- HQS
- Family Self Sufficiency
- Reasonable Rent Determination
- Utility Allowances
- Energy Audits
- Physical Needs Assessments

Based on previous experience and work history, the Lakeland Housing Authority engaged the *Resident Life Utility Allowances* firm to conduct the utility allowance study for the Public Housing program and Section 8 participants.

OBJECTIVE

The objective of the study was to update the utility allowances with current utility supplier rates and charges for electricity, natural gas, water and sewer from the City, County, and other jurisdictions. The methodology used to analyze the current utility allowances included a review of Monthly Consumption Allowances, Rate Information Gathering, Computation of Consumption Costs, submission of Section 8 and Public-Housing HUD Forms, gathering Supporting Documentation, and implementing the updated allowances within ***90 days of approval***.

PRESENT SITUATION

The Lakeland Housing Authority has a current utility allowance schedule that will be updated with the new utility allowance schedule (please see attached forms) based on the *Resident Life Utility Allowances* survey. The summary of the complete survey, including a comparison of current allowance with the proposed allowances, is attached to this resolution.

ANTICIPATED OUTCOME

By approving this Resolution, the Lakeland Housing Authority will be able to implement the updated utility allowances for its programs and become compliant with the U.S. Department of Housing and Urban Development mandated utility allowance regulation 24 CFR 965.507 (b).

WHO BENEFITS

The Public Housing residents and the Section 8 participants being serviced by the Lakeland Housing Authority will directly benefit from the updated utility allowance schedule.

RESOLUTION NO. 25-1563

APPROVAL OF THE REVISED PUBLIC HOUSING AND HOUSING CHOICE VOUCHER UTILITY ALLOWANCE SCHEDULES

WHEREAS, the Housing Authority of the City of Lakeland is required by the United States Department of Housing and Urban Development to ensure that its Public Housing program and its Housing Choice Voucher (Section 8) program review and, if necessary, update the utility allowances for program participants on an annual basis; and

WHEREAS, after a study was conducted to review the Housing Authority of the City of Lakeland's utility allowance schedules, and

WHEREAS, it was determined that it is necessary to make adjustments to the Housing Authority of the City of Lakeland utility allowance schedules.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby approves the updated Public Housing utility allowance schedules and Housing Choice Voucher (Section 8) utility allowance schedules to become effective on October 1, 2025, and/or implementing effective ninety (90) days from the approval date for annual certifications.

CERTIFICATE OF COMPLIANCE

This is to certify that the Board of Commissioners of the Housing Authority of the City of Lakeland has approved and adopted Resolution No. 25-1563, dated September 15, 2025.

Attested by:

Benjamin Stevenson, Secretary

David Samples, Chairman

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development

Office of Public and Indian Housing

OMB Approval No. 2577-0169

(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Lakeland Housing Authority, FL		Unit Type: Multi-Family (High-Rise/Apartment/ Row House/Townhouse/Semi-Detached/Duplex)				Date (mm/dd/yyyy) 10/01/2025	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$12.00	\$15.00	\$15.00	\$15.00	\$16.00	\$16.00
	Bottle Gas	\$43.00	\$52.00	\$52.00	\$52.00	\$57.00	\$57.00
	Electric (avg)	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00
	Electric Heat Pump (avg)	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$7.00	\$9.00	\$12.00	\$13.00
	Bottle Gas	\$14.00	\$14.00	\$24.00	\$33.00	\$43.00	\$47.00
	Electric (avg)	\$6.00	\$7.00	\$10.00	\$13.00	\$16.00	\$19.00
Other Electric	(avg)	\$22.00	\$26.00	\$36.00	\$46.00	\$56.00	\$66.00
Air Conditioning	(avg)	\$19.00	\$22.00	\$30.00	\$39.00	\$47.00	\$56.00
Water Heating	Natural Gas	\$9.00	\$10.00	\$15.00	\$19.00	\$24.00	\$28.00
	Bottle Gas	\$33.00	\$38.00	\$52.00	\$66.00	\$80.00	\$99.00
	Electric (avg)	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water	(avg)	\$22.00	\$23.00	\$27.00	\$32.00	\$38.00	\$44.00
Sewer	(avg)	\$43.00	\$44.00	\$50.00	\$58.00	\$64.00	\$70.00
Trash Collection	(avg)	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Other specify: Electric Charge \$14.15 (avg)		\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00
Other specify: Natural Gas Charge \$21.01		\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00
Range /Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



adapted from form HUD-52667

(04/2023)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development

Office of Public and Indian Housing

OMB Approval No. 2577-0169

(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Lakeland Housing Authority, FL		Unit Type Single-Family (Detached House/Mobile Home)				Date (mm/dd/yyyy) 10/01/2025	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$18.00	\$21.00	\$21.00	\$22.00	\$22.00	\$24.00
	Bottle Gas	\$61.00	\$71.00	\$71.00	\$76.00	\$76.00	\$80.00
	Electric (avg)	\$11.00	\$13.00	\$14.00	\$15.00	\$16.00	\$17.00
	Electric Heat Pump (avg)	\$9.00	\$10.00	\$12.00	\$13.00	\$15.00	\$16.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$7.00	\$9.00	\$12.00	\$13.00
	Bottle Gas	\$14.00	\$14.00	\$24.00	\$33.00	\$43.00	\$47.00
	Electric (avg)	\$6.00	\$7.00	\$10.00	\$13.00	\$16.00	\$19.00
Other Electric	(avg)	\$32.00	\$38.00	\$53.00	\$68.00	\$82.00	\$97.00
Air Conditioning	(avg)	\$14.00	\$17.00	\$38.00	\$59.00	\$80.00	\$101.00
Water Heating	Natural Gas	\$10.00	\$12.00	\$18.00	\$24.00	\$28.00	\$34.00
	Bottle Gas	\$38.00	\$43.00	\$61.00	\$80.00	\$99.00	\$118.00
	Electric (avg)	\$16.00	\$18.00	\$24.00	\$29.00	\$34.00	\$39.00
	Fuel Oil						
Water	(avg)	\$22.00	\$23.00	\$27.00	\$32.00	\$38.00	\$44.00
Sewer	(avg)	\$43.00	\$44.00	\$50.00	\$58.00	\$64.00	\$70.00
Trash Collection	(avg)	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Other specify: Electric Charge \$14.15 (avg)		\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00
Other specify: Natural Gas Charge \$21.01		\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00
Range /Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
					Range / Microwave		
Number of Bedrooms					Refrigerator		
					Total		



adapted from form HUD-52667

(04/2023)



LAKELAND HOUSING AUTHORITY, FL

PUBLIC HOUSING

PROPOSED MONTHLY UTILITY ALLOWANCES Chart 1

UPDATE 2025

Building Type: Semi-Detached/Duplex

John Wright (All Electric) (EE Equip: Win,HP,WH,Ins,WS)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)			\$76.00	\$87.00		
Water			\$22.00	\$25.00		
Sewer			\$39.00	\$46.00		
Totals			\$137.00	\$158.00		

Building Type: Apartment/Multi-Family

Cecil Gober (All Electric) (EE Equip: Win,HP,WH,Ins,WS)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)		\$66.00				
Sewer		\$31.00				
Totals		\$97.00				

3 units

Building Type: Row House/Townhouse

Cecil Gober (All Electric) (EE Equip: Win,HP,WH,Ins,WS)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)		\$66.00				
Sewer		\$31.00				
Totals		\$97.00				

4 units

A monthly average cost of the summer and winter adjustments were used for the electric costs.

L&A= Lights & Appliances
H= Space Heating
WH= Water Heating
C= Cooking

EE Equip= Energy Efficient Equipment
Win= Windows
Win-V= Windows Vinyl
HP= Heat Pump
Ins= Insulation
WS= Water Saving Appliances
LED= 100% LED Lighting

Note: Public Housing utility allowances are calculated similar to the method used by each utility provider. These allowances are not calculated by end use (like Section 8 HCV), but by total usage for each utility type. Utility providers' monthly charges are included in the calculations.

LAKELAND HOUSING AUTHORITY, FL
PUBLIC HOUSING

Building Type: Semi-Detached/Duplex

Micro Cottage at Williamstown (All Electric) (EE Equip: Win-V,WH,Ins,WS,LED)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)		\$57.00	\$66.00			
Sewer		\$31.00	\$39.00			
Totals		\$88.00	\$105.00			

END OF REPORT