

The Housing Authority of the City of Durham

# Annual PHA Plan Revisions

# FY 2020

---

The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low-income, very low-income, and extremely low-income families. This document provides an overview of the changes to the Annual PHA Plan.

## Table of Contents

Annual PHA Plan form HUD-50075-ST .....	3
B.1 Revision of PHA Plan Elements .....	8
Statement of Housing Needs .....	8
Strategy for Addressing Housing Needs .....	11
Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.....	12
Public Housing Policies that Govern Eligibility, Selection, and Admissions.....	12
Public Housing Program Deconcentration Policy .....	15
Public Housing Program Deconcentration Analysis.....	16
HCV Program Policies that Govern Eligibility, Selection, and Admissions.....	17
Financial Resources.....	18
Operation and Management .....	19
Grievance Procedures.....	19
Community Service and Self-Sufficiency Programs .....	20
Safety and Crime Prevention .....	22
Asset Management .....	25
Criteria for Substantial Deviations and/ or Significant Amendment/Modifications .....	25
B.2 New Activities .....	27
Hope VI or Choice Neighborhoods .....	27
Mixed Finance Modernization or Development.....	28
Demolition and/or Disposition .....	29
Designated Housing for Elderly.....	36
Conversion of Public Housing to Project Based Assistance under RAD.....	36
Occupancy by Over-Income Families.....	38
Project-Based Vouchers.....	39
Units with Approved Vacancies for Modernization.....	40
Other Capital Grant Programs ( <i>i.e. Capital Fund Community Facilities Grants or Emergency Safety and Security Grants</i> ).....	40
B.5 Progress Report .....	41
C. Statement of Capital Improvements .....	47
C.1 Capital Improvements.....	47

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
--	---	--

**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** Form HUD-50075-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.

**Definitions.**

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

<b>A.</b>	<b>PHA Information.</b>
<b>A.1</b>	<p><b>PHA Name:</b> <u>The Housing Authority of the City of Durham</u></p> <p><b>PHA Code:</b> <u>NC013</u></p> <p><b>PHA Type:</b> <input checked="" type="checkbox"/> Standard PHA (Substandard) <input type="checkbox"/> Troubled PHA</p> <p><b>PHA Plan for Fiscal Year (FY) Beginning:</b> (MM/YYYY): <u>01/2020</u></p> <p><b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p><b>Number of Public Housing (PH) Units</b> <u>1,379</u></p> <p>This number reduces 2019's 1,409 PH units by 30 units at one development (Laurel Oaks). This development will be converted to Project Based Assistance under the Rental Assistance Demonstration by the end of FY 2019.</p> <p><b>Number of Housing Choice Vouchers (HCVs)</b> <u>2,815</u></p> <p><b>Total Combined Units/Vouchers</b> <u>4,194</u></p> <p><b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p>

**Availability of Information.** PHAs must have the elements listed below in sections B and C 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. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

**The proposed PHA Plan, PHA Plan Elements and all information related to the Public Hearing, including updates, will be available for review by the public at the following locations:**

- Durham Housing Authority’s Central Office located at 330 East Main Street, Durham, NC 27701
- Durham Housing Authority Resident Services Office located at 561 East Main Street, Durham NC 27701
- Durham Housing Authority Management Office locations:
  - McDougald Terrace, 1101 Lawson Street, Durham, NC 27701
  - Oldham Towers, 519 East Main Street, Durham, NC 27701
  - Cornwallis Road, 3000 Weaver Street, Durham, NC 27707
  - J. J. Henderson Housing Center, 807 S. Duke Street, Durham, NC 27701
  - Hoover Road, 1126 S Hoover Rd, Durham, NC 27701
  - Laurel Oaks, 600 Gingerberry Lane, Durham, NC 27713
  - Oxford Manor, 3633 Keystone Place, Durham, NC 27704
- Durham Housing Authority website - [www.durhamhousingauthority.org](http://www.durhamhousingauthority.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. Annual Plan Elements**

**B.1 Revision of 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):

Please see attached.

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

Please see attached.

**B.2 New Activities.**

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

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance 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 Assistance under RAD.
- 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 current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for

	<p>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.</p> <p>Please see attached.</p>
<p><b>B.3</b></p>	<p><b>Civil Rights Certification.</b></p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>The signed form will be included in the final submission of the Annual Plan.</p>
<p><b>B.4</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y    N  <input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>B.5</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>Please see attached.</p>
<p><b>B.6</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y    N  <input type="checkbox"/>   <input type="checkbox"/></p> <p>(c) 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.</p> <p>The DRAFT Annual Plan will presented to the RAB in September. Any comments from the RAB will be collected at that time and included with the final submission of the Annual Plan.</p>
<p><b>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>The signed form will be included in the final submission of the Annual Plan.</p>

<p><b>B.8</b></p>	<p><b>Troubled PHA.</b>  (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?  Y   N   N/A  <input type="checkbox"/>   <input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>C.</b></p>	<p><b>Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
<p><b>C.1</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>Please see attached.</p>

## B.1 Revision of PHA Plan Elements

### Statement of Housing Needs

#### Housing Needs of Families in the Jurisdiction Served by the PHA

This statement of housing needs in the jurisdiction served by DHA is based upon the information contained in the City of Durham’s Consolidated Plan and other data available to DHA. The estimated number of families that have housing needs can be found in the “Overall” needs column. The remaining columns are characteristics of housing needs, and the impact of each factor is rated by family type from 1 to 5, with 1 being “no impact” and 5 being “severe impact”. “N/A” is used to indicate that no information is available upon which the PHA can make this assessment.

Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Extremely Low Income (Less than or equal to 30% of AMI)	13,420	5	5	5	5	3	5
Very Low Income (Over 30% but less than or equal to 50% of AMI)	11,260	5	5	4	5	4	5
Low Income (Over 50% but less than or equal to 80% of AMI)	16,405	5	5	3	5	5	3
Elderly	18,115	5	4	4	5	1	3
Families with Disabilities	24,742	5	4	4	5	1	5
White	148,199	5	N/A	4	N/A	2	4
Black	110,385	5	N/A	5	N/A	2	5
Asian	12,882	2	N/A	1	N/A	1	1
American Indian/Alaskan Native	1,174	1	N/A	1	N/A	1	1
Hispanic/Latino	39,453	5	N/A	5	N/A	2	5



## Housing Needs of Families on the Public Housing and Housing Choice Voucher Waiting Lists

Housing Choice Voucher Waiting List	Number of Families	Percentage of Families
Total on Waiting List	1512	100%
Extremely Low Income (Less than or equal to 30% of AMI)	1497	99%
Very Low Income (Over 30% but less than or equal to 50% of AMI)	11	1%
Low Income (Over 50% but less than or equal to 80% of AMI)	3	0%
Families with Dependents	910	60%
Elderly Families	101	7%
Families with Disabilities	279	18%
White	96	6%
Black	1262	83%
Asian	2	0%
American Indian/Alaskan Native	1	0%
Native Hawaiian/Other Pacific Islander	6	0%
Hispanic/Latino	51	3%

DRAFT

Public Housing Waiting List	Number of Families	Percentage of Families
Total on Waiting List	3645	100%
Extremely Low Income (Less than or equal to 30% of AMI)	3495	95%
Very Low Income (Over 30% but less than or equal to 50% of AMI)	120	4%
Low Income (Over 50% but less than or equal to 80% of AMI)	24	1%
Families with Dependents	926	21%
Elderly Families	802	17%
Families with Disabilities	757	17%
White	258	6%
Black	3221	89%
Asian	10	0%
American Indian/Alaskan Native	8	0%
Native Hawaiian/Other Pacific Islander	5	0%
Hispanic/Latino	108	3%
<b>Bedroom Size</b>		
0 Bedroom	550	9%
1 Bedroom	1778	48%
2 Bedrooms	830	27%
3 Bedrooms	413	13%
4 bedrooms	60	3%
5 Bedrooms	11	0%
6 bedrooms	3	0%

## Strategy for Addressing Housing Needs

DHA is aware renters have the most severe housing cost burdens, especially at the lowest-income levels – extremely low and very low-income families – as well as elderly and disabled families. Citywide, there are approximately 16,500 low-income households. The jurisdiction has a shortfall in affordable units for very low and extremely low-income households, with the majority of very low-income individuals paying over 50% of their income for housing. Additionally, existing affordable housing developments, which serve the City of Durham’s most vulnerable populations, has the potential to lose its affordability restrictions. There are approximately 6,100 income restricted, subsidized units in Durham. DHA owns 31% of these units.

There is a significant shortage of affordable rental housing in the jurisdiction. Therefore, DHA is partnering with the City of Durham to expend public funds collaboratively that leverages private sector investment, as well as encourage a high degree of community support and engagement.

The Housing Authority of the City of Durham (DHA) identifies the needs of the extremely low-income, very-low income, low-income, elderly, and disabled families. DHA will utilize the Rental Assistance Demonstration (RAD) Program, implemented by HUD in 2012, to rehabilitate the existing public housing portfolio without largely relying on federal funding. The program authorizes public housing authorities (PHAs) to convert their existing public housing units to project-based voucher assistance units. PHAs are then able to utilize private market financing tools, such as low-income housing tax credits and multifamily housing bonds to substantially renovate their public housing portfolios. In 2012 and 2013, DHA embarked upon an ambitious plan to convert its entire public housing portfolio and HOPE VI developments to the RAD program, consisting of nearly 1900 units from 19 public developments and 4 mixed-income/tax-credit developments.

DHA’s strategy to address the housing needs of families within the jurisdiction:

- Reduce the number of public housing vacancies
- Increase voucher utilization
- Utilize the Rental Assistance Demonstration (RAD) Program to convert public housing to project-based assistance
- Leverage private and public funds including Low-Income Tax Credits and Tax-Exempt Bonds to create new senior and multi-family housing opportunities

Reasons for choosing these strategies:

- Sustain the affordable housing stock currently in existence in Durham.
- Viable solution to address the quantity of households that are already rent-burdened in Durham due to the excessive rental prices in the existing market.
- Create housing in areas of opportunity in Durham.
- Create additional affordable housing units.
- Diversify the existing housing options.

## Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions

### Public Housing Policies that Govern Eligibility, Selection, and Admissions

#### Waiting List Procedures

The Waiting List Procedures for the Public Housing Program will remain the same with the exception of the following proposed ACOP revisions (changes are in **bold**):

- A **two-step** process will be used when it is expected that a family will not be selected from the waiting list for at least 60 days from the date of application. Under the **two-step** application process, **DHA initially will require families to provide only the information needed to make an initial assessment of the family's eligibility, and to determine the family's placement on the waiting list.** The family will be required to provide all of the information necessary to establish family eligibility and the amount of rent the family will pay when selected from the waiting list. **On a quarterly basis, the DHA will conduct an analysis of its waiting list to determine which process (one step or two step) is applicable.**
- **An applicant's position on the waiting list will be determined by total weight of their preference(s)** then by the date and time their completed application is received by DHA.
- DHA will maintain site-based waiting lists. Site-based waiting lists allow families to select the development where they wish to reside and must be consistent with all applicable civil rights and fair housing laws and regulations [24 CFR 903.7(b)(2)].

#### DHA Policy

The following waiting lists will be maintained:

- 1) ~~DHA will maintain site-based waiting list for all its Public Housing Developments, and~~
  - 2) ~~DHA will maintain site-based waiting lists for Edgemont Elms, Goley Pointe and Worth Street.~~
  - 3) ~~DHA will maintain site-based waiting list for all its Rental Assistance Demonstration (RAD) Developments.~~
- DHA will give public notice by publishing the relevant information in suitable media outlets.
- ~~**Durham Herald Sun; News & Observer; Carolina Times**~~
- The following communities have been designated as near elderly, elderly or designated disabled housing by DHA: J.J. Henderson Housing Center; Forest Hill Heights; ~~**Morning Glory Senior Village**~~, and Scattered Sites.

#### Admission Preferences

The Public Housing Admissions preferences will remain the same with the exception of the following proposed ACOP revisions (changes are in **bold**):

- DHA will use the following admission preferences according to their weighted ranking order:

**Preferences taking precedence over others:**

**DHA Relocation:** This preference applies to families who reside in DHA owned units who are required to relocate as a result of DHA demolition or rehabilitation.

**City of Durham Relocation:** This preference applies to families referred to the DHA by the City of Durham's Relocation Program.

**Natural Disaster (PH Resident):** This selection preference is for a public housing family or individual in the City of Durham or another jurisdiction, affected by a federal and/or state declared natural disaster.

**Natural Disaster (Non-PH Resident):** This selection preference is for all other families or individuals affected by a federal and/or state declared natural disaster.

**Homeless Preference**

**Durham CoC Homeless Provider Referrals**

The DHA will make up to 5% of its Public Housing units available to the City of Durham, Continuum of Care (CoC) referrals who meet DHA's eligibility criteria and the following HUD definition of homelessness:

1. Individuals and/or families who lack a fixed, regular, and adequate nighttime residence and includes a subset for an individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or a place not meant for human habitation immediately before entering that institution; or
2. Individuals and/or families who will imminently lose their primary nighttime residence; or
3. Unaccompanied youth and families with children and youth who are defined as homeless under the federal statutes who do not otherwise qualify as homeless under this definition; or
4. Individuals and/or families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions that relate to violence against the individual or a family member.

The CoC, in conjunction with the Homeless Service Advisory Committee (HSAC), will determine the partnering homeless provider agencies (HPA) All HPAs will make direct referrals to the CoC, who will confirm that the individual and/or family meet the homeless criteria and submit the referral to DHA for processing.

**Veteran Preference**

This preference applies to members of the United States Armed Forces, Veterans or surviving spouses of veterans who served in the military, naval or air service, and who were discharged or released from such service under conditions other than dishonorable.

### **Working Preference**

This preference applies to Families, where the Head of household, spouse, co-head, or sole member has been continuously employed for at least six months, and working at least 20 hours per week.

### **Elderly/Disabled Preference**

DHA applicants where the head, spouse, co-head, or sole member is a **person age 50 or older**, or is a person with disabilities.

### **Domestic Violence Preference**

Individuals and/or families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions that relate to violence against the individual or a family member.

In conjunction with local domestic violence service organizations, DHA will determine along with the partnering organizations direct referrals, who will confirm that the individual and/or family meet the Domestic Violence Preference.

### **Determining Eligibility**

The Public Housing Program's Eligibility policies will remain the same with the exception of the following proposed ACOP revisions (changes are in **bold**):

- The Eligibility Determination Standards Chart (Exhibit 3-2 from the ACOP) was changed. Please see the FY 2020 Proposed ACOP Revisions for the detailed changes.

### **Occupancy Policies**

The Public Housing Program Occupancy Policies will remain the same with the exception of the following proposed ACOP revisions (changes are in **bold**):

- An entire section on streamlined annual reexaminations for families on fixed incomes was added. Please see the FY 2020 Proposed ACOP Revisions for the detailed policy.

Please see the *FY 2020 Proposed ACOP Revisions* for the complete listing of all policy changes, to compare old language versus new language, as well as the respective policy locations in the ACOP.

## Public Housing Program Deconcentration Policy

DHA's admission policy is designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements:

- developments operated by a DHA with fewer than 100 public housing units;
- mixed population or developments designated specifically for elderly or disabled families;
- developments operated by a DHA with only one general occupancy development;
- developments approved for demolition or for conversion to tenant-based public housing;
- developments approved for a mixed-finance plan using HOPE VI or public housing funds

### ***Steps for Implementation***

To implement this requirement DHA must comply with the following steps:

Step 1. On an annual basis DHA will determine the average income (or median income) of all families residing in all DHA's covered developments.

Step 2. DHA will determine the average income (or median income, if median income was used in Step 1) of all families residing in each covered development. In determining average income for each development, DHA will not adjust for unit size.

Step 3. DHA will determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low income family (30% of median income).

Step 4. DHA with covered developments having average incomes outside the EIR must then determine whether or not these developments are consistent with its local goals and annual plan.

Step 5. Where the income profile for a covered development is not explained or justified in the annual plan submission, DHA must include in its admission policy its specific policy to provide for deconcentration of poverty and income mixing.

Depending on local circumstances DHA's deconcentration efforts may include, but is not limited to the following:

- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities
- Targeting investment and capital improvements toward developments with an average income below the EIR to encourage families with incomes above the EIR to accept units in those developments

- Establishing a preference for admission of working families in developments below the EIR
- Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration
- Providing other strategies permitted by statute and determined by DHA in consultation with the residents and the community through the annual plan process to be responsive to local needs and DHA strategic objectives

A family has the sole discretion whether to accept an offer of a unit made under DHA's deconcentration policy. DHA must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under DHA's deconcentration policy.

If, at annual review, the average incomes at all general occupancy developments are within the EIR, DHA will be considered to be in compliance with the deconcentration requirement and no further action is required.

At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income for developments outside of the EIR to provide for deconcentration of poverty and income mixing. The annual goal will be calculated by taking 40% of the total number of move-ins from the housing authority fiscal year.

### Public Housing Program Deconcentration Analysis

Average Incomes for Properties Subject to Deconcentration Rule\*

<b>COVERED PROPERTIES</b>	<b>AVERAGE INCOME</b>
McDougald Terrace	\$ 7,318.00
Oldham Towers	\$ 8,760.00
Cornwallis Road	\$ 7,651.00
Liberty Street	\$ 8,505.00
Oxford Manor	\$ 10,047.00
<b>AVERAGE INCOME</b>	<b>\$ 8,456.20</b>
<b>TOTAL</b>	<b>\$ 42,281.00</b>
<b>ESTABLISHED INCOME RANGE (EIR)</b>	
85% of Average Property Income	\$ 7,187.77
115% of Average Property Income	\$ 9,724.63
30% of Area Median Income	\$ 25,750.00

As of June 30, 2019



DHA properties, as a whole, fall within the Established Income Range (EIR). All properties have average incomes lower than 30% of the Area Median Income.

\*Scattered Sites, J.J. Henderson, and Forest Hill Heights are designated as elderly, and are not subject to the Deconcentration Rule. Laurel Oaks, Hoover Road, Club Boulevard and Edgemont Elms have fewer than 100 units, and therefore are not subject to the Deconcentration Rule.

## HCV Program Policies that Govern Eligibility, Selection, and Admissions

### Waiting List Procedures

The Waiting List Management Procedures for the HCV Program will remain the same with the exception of the following proposed HCV Administrative Plan revision (changes are in **bold**):

- Completed applications must be **submitted online**.

### Admission Preferences

The HCV Program Admission preference will remain the same with the exception of the following proposed HCV Administrative Plan revisions (changes are in **bold**):

- **HCV Program Termination/Insufficient Funding Preference**

#### DHA Policy

**Special Purpose Vouchers will be the last to be terminated due to insufficient funding, and the first to be reinstated. When a Special Purpose Voucher family is reinstated to the Housing Choice Voucher Program Waiting List, a preference value of 90 points will be awarded.**

When added to the Housing Choice Voucher Program waiting list, a preference value of 85 points will be awarded to all other former voucher holders who have been terminated from the program as a result of insufficient funding.

- Referrals  
**Referrals from the North Carolina Department of Health and Human Services for targeted families for the Preiss Steele Project-Based Waiting List – 10 points**

### Determining Eligibility

The HCV Program Eligibility policies will remain the same.

Please see the *FY 2020 Proposed HCV Administrative Plan Revisions* for the complete listing of all policy changes to compare old language versus new language, as well as the respective policy locations in the HCV Administrative Plan. The complete HCV Administrative Plan is available on DHA's website at [www.durhamhousingauthority.org](http://www.durhamhousingauthority.org)

### Search Time

HCV Policies regarding search time for a voucher holder will remain the same.

Financial Resources

Statement of Estimated Financial Resources for FY 2020

Source Description	Source Amount	Planned Uses
<b>Federal Grants</b>		
Public Housing Operating Fund	\$ 7,697,471	Public Housing Operations
Public Housing Capital Fund	\$ 3,330,918	Public Housing Capital Improvements
HCVP Housing Assistance Payments	\$ 20,996,106	HCVP Tenant-Based and Project-Based Assistance
HCVP Administrative Fees	\$ 1,850,904	HCVP Administration
Special Needs Assistance	\$ 115,689	Shelter-Plus Care Tenant-Based Assistance and Program Administration
Housing Opportunities For Persons with AIDS	\$ 146,600	HOPWA Tenant-Based Assistance and Program Administration
<b>Other Federal Grants</b>		
Family Self-Sufficiency Program Coordinator Grant	\$ 144,000	FSS Program Coordinator Salaries and Benefits
Resident Opportunity & Self Sufficiency	\$ 159,500	ROSS Program Coordinator Salaries, Benefits, Training and Administration
<b>Prior Years' Federal Grants</b>		
2013 Capital Fund	\$ 181,483	Public Housing Capital Improvements, RAD Conversions
2014 Capital Fund	\$ 427,772	Public Housing Capital Improvements, RAD Conversions
2015 Capital Fund	\$ 1,069,930	Public Housing Capital Improvements, RAD Conversions
2016 Capital Fund	\$ 579,584	Public Housing Capital Improvements, RAD Conversions
2017 Capital Fund	\$ 1,729,252	Public Housing Capital Improvements, RAD Conversions
2018 Capital Fund	\$ 2,089,228	Public Housing Capital Improvements, RAD Conversions
2019 Capital Fund	\$ 2,997,826	Public Housing Capital Improvements, RAD Conversions
2015 Replacement Housing Factor Fund	\$ 43,641	Public Housing Capital Improvements, RAD Conversions
2017 Replacement Housing Factor Fund	\$ 319,221	Public Housing Capital Improvements, RAD Conversions
<b>Public Housing Dwelling Rental &amp; Other Income</b>		
Net Tenant Rental Revenue	\$ 3,328,288	Public Housing Operations
Tenant Revenue - Other	\$ 179,767	Public Housing Operations
Other Revenue	\$ 29,957	Public Housing Operations
<b>Non-Federal Sources</b>		
NA	\$ -	
<b>Total Financial Resources</b>	<b>\$ 47,417,138</b>	

## Operation and Management

DHA has a matrix structure where programs and functional responsibilities have reasonably equal weight. The Board of Commissioners appoints the Chief Executive Officer to administer the affairs of the Authority.

The Chief Executive Officer oversees seven (7) directors who manage day-to-day agency operations in the areas of: Administration, Development, Financial Services, the HCV Program, the Public and Affordable Housing Programs, Resident Services, and Strategic Management.

Programs Under DHA Management	Internal Policy Documents Governing Programs
<b>Public Housing Program</b>	<ul style="list-style-type: none"> <li>— Public Housing Admissions &amp; Continued Occupancy Policy (ACOP)</li> <li>— DHA Public Housing Dwelling Lease</li> <li>— DHA Public Housing Preventative Maintenance Policy</li> <li>— DHA Schedule of Maintenance Charges</li> <li>— DHA Procurement Policy</li> </ul>
<b>Public Housing Family Self-Sufficiency (FSS) Program</b>	<ul style="list-style-type: none"> <li>— Public Housing ACOP</li> </ul>
<b>Public Housing Capital Fund Program</b>	<ul style="list-style-type: none"> <li>— DHA Procurement Policy</li> </ul>
<b>HOPE VI Program</b>	<ul style="list-style-type: none"> <li>— DHA Procurement Policy</li> </ul>
<b>Housing Choice Voucher (HCV) Program</b>	<ul style="list-style-type: none"> <li>— HCV Administrative Plan</li> </ul>
<b>HCV FSS Program</b>	<ul style="list-style-type: none"> <li>— HCV Administrative Plan</li> </ul>

*\*All DHA Employees under these programs are governed by DHA's Personnel Policy. All Program records are subject to DHA's Record Retention Policy.*

## Grievance Procedures

DHA's Grievance Procedures will remain the same with the exception of the following changes in **bold**:

- If a reasonable accommodation request is denied for any reason, Management will notify the requester and will include in the denial notification a written or alternate format notice of the right to a grievance hearing and the procedures for requesting one. If the requester disagrees with a reasonable accommodation decision, they may request a grievance hearing by asking management either verbally or in writing within ten **(10) business days** of the decision.

### **DHA Policy**

For clarity for both parties, DHA will recommend the request for a hearing be in writing.

Within **10 business days** of receipt of the request DHA will arrange a meeting with the tenant at a mutually agreeable time and confirm such meeting in writing to the tenant.

- A request for an informal hearing must be made in writing and delivered to DHA either in person or by first class mail, **email, or via the online hearing submission process**, no later than 10 calendar days from the date of DHA's notification of denial of admission.
- DHA must provide the family with a written notice of the final decision, based solely on the facts presented at the hearing, **within 10 business days** of the date of the informal hearing. The notice must state the basis for the decision.
- A new Trespass Policy is also being proposed.

Please see the *FY 2020 Proposed ACOP Revisions* for the complete listing of all policy changes, to compare old language versus new language, as well as the respective policy locations in the ACOP.

### Community Service and Self-Sufficiency Programs

DHA's Community Service and Self-Sufficiency Programs will remain the same with the exception of the additional programs below:

#### **ROSS – Resident Opportunities and Self-Sufficiency**

In December of 2018, DHA learned it was awarded HUD's Resident Opportunities and Self-Sufficiency-Service Coordinators (ROSS-SC, ROSS) grant. This grant provided for a DHA ROSS Program for three (3) years. The ROSS Program helps public housing authorities hire or retain "service coordinators" who work directly with residents to assess their needs and connect them with education, job training and placement programs, and/or computer and financial literacy services available in their community to promote self-sufficiency.

The purpose of HUD's ROSS program is to encourage local, innovative strategies that link public housing assistance with public and private resources to enable participating families to increase earned income; reduce or eliminate the need for welfare assistance; and make progress toward achieving economic independence and housing self-sufficiency.

The Ross Grant enabled DHA to hire two (2) ROSS coordinators who will work with the Elderly and /or Disabled as well as other families. They will strategically organize the necessary resources needed for residents to increase self-sufficiency. Coordination of services can include job readiness programming, as well as computer and financial literacy classes.

The goal of the ROSS program for family participants is to provide the supportive services that will enhance a resident's skill set in order to obtain employment opportunities, improve economic independence while decreasing the need for subsidized assistance. The program will be focused on the Cornwallis, Oxford Manor, Liberty Street, and Hoover Road communities.

As for the Elderly and/or Disabled, the goal is to offer supportive services that improve healthy living conditions and allow seniors to age well in place. The program will be focused on the J.J Henderson, Forest Hill Heights, Scattered Sites, and Oldham Tower communities.

### **Section 3 Programs**

DHA's Downtown and Neighborhood Planning (DDNP) initiative allowed DHA to produce preferred concept plans for the redevelopment of its downtown public housing communities as well as a few parcels of City land made available for affordable housing opportunities. This 10 year redevelopment plan will result in the production of over 2,500 units of housing, more green/open space, retail space, new streets, infrastructure and parking in the downtown and/or neighboring areas. This redevelopment plan is an estimated \$470 million investment over the next ten years.

The Authority recognizes this investment as a great opportunity for its residents and neighbors to participate in the prosperity that will come with the transformation of its public housing communities. DHA, through a partnership with the City of Durham's Office of Economic and Work Force Development and Community Development departments, will launch a joint housing and jobs initiative coined as *DHA's Shared Prosperity Program*. This initiative is a robust Section 3 program where DHA will work with its developers, contractors, subcontractors and local training agencies to make sure that opportunities for employment, training and contracting for Section 3 businesses have priority when they are qualified.

Through funding made available by the City's Community Development department, DHA will hire two (2) dedicated staff persons as Outreach & Career Development Coaches/Case Managers. These coaches will develop and maintain a data base of qualified residents, promote employment and training opportunities, remove barriers, offer on-going support and provide monitoring for compliance of its contractors. We look forward to the launch of this program by mid-2020.

## Safety and Crime Prevention

### **Description of the Need for Measures to Ensure the Safety of Public Housing Residents**

DHA's Resident Safety Operations coordinate efforts with Durham Police/Sheriff Departments to better serve our more than 1,600 residents. Calls for Service, Incident Reports, and monthly Crime Statistics dictate the need to monitor activities at certain developments and to respond accordingly. The socioeconomic, educational factors and other challenges faced by our residents daily, requires that we as an agency attempt to assist them as best as possible. DHA uses all these factors and more to aid us in addressing the safety of its residents.

### **Description of Crime Prevention Activities Conducted**

DHA has partnered with the Durham Police Department (DPD) to establish a Community Engagement Unit at McDougald Terrace (our largest development, with 360 units) to improve accessibility for residents when needed. Not only has police presence in the McDougald Terrace community attributed to a drop in crime, the community policing concept aids in the physical, social, cultural and welfare development of our residents. DPD and DHA believe, that it has also allowed officers to develop effective relationships with the residents and provide comprehensive services within the community, including taking the children on field trips.

DHA revised its Trespass Policy to include policies that will assist DHA with keeping disruptive and dangerous persons off of the housing development properties. The policy will allow DHA to remove residents from public housing properties if the person engages in drug trafficking or other criminal activities. Please see the *FY 2020 Proposed ACOP Revisions* for the complete listing of all policy changes, to compare old language versus new language, as well as the respective policy locations in the ACOP.

The Resident Safety Operations team and DHA Property Managers work closely with the Durham Police Department to trespass any individuals engaged in detrimental activities on DHA properties. In addition to this, and increased lease enforcement, DHA is confident there will be a decrease in disturbances at our properties and increase the safety and security of our residents.

DHA's Resident Safety Operations team also conducts bi-monthly Crime Task Force meetings. At these meetings DHA Property Managers, staffers, resident leaders, Durham police/sheriff officers/North Carolina Highway patrols, Resident Patrols, Community Floor Captains, Neighborhood Watch groups and support agencies address DHA's crime/safety concerns. In addition, these meetings support self-sufficiency programs, crisis intervention programs, health & safety workshops, gang prevention programs and other community activities for families to promote community engagement and interaction. These programs are offered by DHA's Resident Services' staff. Local supporters also include: Duke and North Carolina Universities, Durham County Local Emergency Committee, Durham County Health Department, Durham City Improvement Services, American Red Cross, Alliance Health Care, Durham County Gun Safety Team, Durham County Gang Strategy Steering Committee, Men of Vision, Bull City United, churches, civic organizations and others.

DHA resident volunteers are trained to participate in our Floor Captains program in our high rise buildings. They, along with our Resident Patrols, provide an internal neighborhood watch program within the high rise properties after being trained by Resident Safety Operations team. These individuals control entrances and exits, perform Operation Infirm Checks where they check on the elderly, conduct knock and talks, check on safety concerns. Training topics include: Calling 911, how not to put yourself in harm's way, Responding to crisis, Checking visitors ID, Answering alarms calls, Protocol, Writing up incident reports, Active Shooter Training; Professionals also teach them CPR, and Stop The Bleed tactics.

### **Description of the Coordination between DHA and Local Police to Carry out Crime Prevention**

DHA's properties are located throughout Durham's many communities. The Resident Safety Operations team's crime/safety efforts requires collaboration with the Durham Police Department's Chief and five District Commanders. This partnership plays an integral role in DHA's crime and safety prevention efforts. DHA's Resident Safety Manager is the official liaison between DPD and DHA. He attends the DPD's weekly Crime Abatement meetings to gather criminal data on DHA's communities, discusses trends, crime mappings, upcoming events and special operations.

The Resident Safety Operations' Manager and Specialist work closely with the Durham County Sheriff's Department on a number of crime prevention programs. DHA's Resident Safety Manager also attends the monthly Durham County Violent Crime Reduction Roundtable. This meeting is chaired by the Mayor and includes the City Manager, County Commissioner, Chief of Police, Durham County Sheriff, DHA's Chief Executive Officer and other high ranking city officials to discuss crime trends and data, all in the interest of decreasing crime and improving safety in DHA's communities.

### **Violence Against Women Act (VAWA)**

In accordance with Violence Against Women Act (VAWA), DHA established policies that enable DHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking. DHA's VAWA Policy is as follows:

*The "Violence Against Women and Department of Justice Reauthorization Act of 2005" (Publication L. 109-162), Section 606 amends the low-income assistance voucher program (Sec. 8 (c) and 8 (d)); Section 607 amends public housing admissions (Sec. 6 (c)) and lease provision (Sec. 6 (1)) under Section 6 of the U. S. Housing Act of 1937, and provides new benefits to victims of domestic violence, dating violence, sexual assault or stalking. In addition, this section creates a new Section 6 (u) that would establish certification for the application of termination*

It is the goal of DHA to maintain compliance with all applicable legal requirements imposed by VAWA. DHA will provide and maintain housing opportunities for victims of domestic violence, dating violence, sexual assault and stalking. DHA will take appropriate action in response to an incident of domestic violence, dating violence, sexual assault and stalking affecting individuals

assisted by the DHA. Currently, DHA does not offer activities, services, or programs to enhance victim safety or prevent violence in this category.

DHA will post the following information regarding VAWA in its Central and Property Management offices and on its web site; DHA will also make the information readily available to anyone who requests it:

- Notice of Occupancy Rights under VAWA (Form HUD-5380)
- Certification of Domestic Violence, Dating Violence, Sexual Assault or Stalking and Alternate Documentation (Form HUD-5382)
- A copy of the DHA's emergency transfer plan
- A copy of HUD's Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (Form HUD-5383)
- The National Domestic Violence Hot Line: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY)
- Contact information The Durham Crisis Response Center – a local victim advocacy group and service provider – whose mission is to work with the community to end domestic and sexual violence through advocacy, education, support and prevention.

DHA's Resident Safety Operations (RSO) also partners with the Durham Crisis Response Center to help with child and adult victims of domestic and/or dating violence, sexual assault or stalking. The Durham Crisis Response Center offers emergency services, legal and financial assistance, counseling, support services, children's services, community education and housing services. This agency is a strong supporter of our residents when called upon. Alliance Health Care also aides in our calls.

To prevent domestic violence, dating violence, sexual assault, and stalking, we rely on several sources including DHA's resident patrol, floor captains and watch groups. We also rely on various programs from the Durham Police and Sheriff's departments. The Durham Police Department's Crisis Intervention Team assists with personal care when requested. The RSO also developed a community engagement program that helps deal with violence in our communities through this program. The RSO also addresses these activities, services and programs at monthly Resident Council meetings and refers residents to the appropriate agencies.

The Resident Services Department also collaborates with the Durham Crisis Response Center as a partner that to refer clients needing Domestic Violence services or assistance. In terms of activities provided to the residents, the Durham Crisis Response Center offers the following services (taken directly from their website):

- 24 Hour Crisis Line
- Information and Case Management
- Sexual Assault Services for Individuals and Families
- Legal Advocacy



- Survivors' Group
- Specialized Safety Programs
- Temporary Emergency Shelter
- Counseling

During the month of October, Domestic Violence Awareness Month, the Durham Crisis Response Center visits DHA communities to explain their support and offers written material to the residents.

### Asset Management

DHA will utilize the Rental Assistance Demonstration (RAD) Program, implemented by HUD in 2012, to rehabilitate and modernize the existing public housing inventory. The RAD program gives DHA the ability to rehabilitate and modernize the current housing inventory without largely relying on federal funding. The RAD program authorizes public housing authorities (PHAs) to convert their existing public housing units to project-based assistance units. PHAs are then able to utilize private market financing tools, such as low-income housing tax credits and multifamily housing bonds as capital investment to substantially renovate their public housing portfolios.

DHA's conversion of its public housing under the RAD program and the subsequent renovations will ensure the long-term viability of the current public housing communities.

### Criteria for Substantial Deviations and/ or Significant Amendment/Modifications

Substantial deviation to the 5-Year Plan or Significant Amendment / Modification to the Annual Plan are any additional changes that would affect this Agency's mission, goals, objectives, and policies as stated in the Plan.

Significant amendments and substantial deviations/modifications to the Plan are defined as any additional changes as noted below:

1. Changes in rent or admissions policies or organization of the waiting list;
2. Additions of non-emergency work items (items not identified in the Physical Needs Assessment reports) or change in the use of replacement reserve funds under the Capital Fund; and
3. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

As part of the Rental Assistance Demonstration (RAD), DHA 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.

Any substantial deviation and/or significant amendment /modification are subject to the same requirements as for the development/submission of the original Plan (including, timeframes).

DRAFT

## B.2 New Activities

### Hope VI or Choice Neighborhoods

#### **HOPE VI**

*Development Name: HOPE VI Edgemont Homeownership A & B, 37 lots*

1b. Development (project) number: Not applicable

1c. Description of development: This homeownership development will be built on a site located between the HOPE VI Calvert A and B sites (Edgemont A) and on a portion of the former Few Gardens site (Edgemont B). Edgemont A site will consist of sixteen (16) single-family for-sale homes and the Edgemont B site will consist of twenty-one (21) single-family for-sale homes, for a total of 37. This homeownership development will consist of one- and two-story for-sale single-family homes affordable to persons earning 80% or less of the area median income level. The homes will be three and four-bedroom units. DHA will partner with Habitat Humanity of Durham to build the homes.

2. Activity Type: Homeownership

3. Application Status: Submitted 12/2018

4. Date application planned for submission: 12/2018

5. Number of units affected: 37

Coverage of action: Total development

6. Timeline for activity:

a. Projected start date of activity: 10/01/2019

b. Projected end date of activity: 3/18/2022

#### **Choice Neighborhoods Initiative**

If a FY2018 or FY2019 Choice Neighborhoods Planning and Action or Implementation Grant Notice of Funding Availability becomes available, DHA will apply for the developments located in East Durham in the (DHA) Downtown and Neighborhood Plan Redevelopment target Plan area, as identified by the City of Durham. The targeted developments include: Oldham Towers, a seven-story dwelling building and one non-dwelling unit building with 106-units consisting of (50) one-bedroom units, and (53) one-bedroom, and (3) three-bedroom units; and Liberty Street, a 108-unit multifamily development consisting of: (32) one-bedroom, (47) two-bedroom, and (29) three-bedroom units. The developments are located on contiguous parcels.

Additionally, DHA may apply for a CNI for the McDougald Terrace, Cornwallis Road, Oxford Manor developments.

Built in 1959, McDougald Terrace development includes fifty-nine (59) dwelling unit buildings and one (1) non-dwelling unit building that houses the management office/community space. The development is situated on a little over 25 acres. Families occupy the row type brick veneer structures. At McDougald Terrace, the unit size bedroom distribution includes: (58) one-bedroom, (136) two-bedroom, (100) three-bedroom, (61) four-bedroom, and (5) five-bedroom rental units.

Built in 1967, Cornwallis Road includes eighty-two dwelling unit buildings and one non-dwelling unit building. Families and elderly individuals occupy the single-family duplex and row type wood frame and brick veneer structures. The unit size bedroom distribution includes: (20) one-bedroom, (50) two-bedrooms, (76) three-bedroom units, (46) four bedrooms, (6) five bedrooms, and (2) six bedrooms.

Built in 1972, Oxford Manor has sixty-six dwelling unit buildings and one non-dwelling unit building. Families occupy the two-story row type wood frame with brick veneer structures. The unit size bedroom distribution includes: (50) two-bedrooms, (34) three-bedroom units, (68) four bedrooms, and (20) five bedrooms.

### Mixed Finance Modernization or Development

#### Development

*Goley Street, Affordable Housing Development (up to 45 units)* – This rental development will consist of up to 45 dwelling units. Families will occupy the walk-up, row-house and semi-detached type structures. The unit size bedroom distribution is anticipated to include 22 two-bedroom and 23 three-bedroom rental units. DHA's subsidiary Development Ventures Incorporated (DVI) will work with a qualified architectural and engineering firm to determine the maximum number possible of replacement units. A Mixed-Finance / Modernization Proposal is planned to be submitted to HUD in 2019.

*Kerrwood Estates, Affordable Housing Development* – There are currently 3 vacant parcels remaining at this development; the other single-family homes were previously sold. A HUD Mixed-Finance / Modernization Proposal is planned to be submitted in 2019.

*Rental Assistance Demonstration (RAD) Conversions* – DHA received RAD CHAP awards for all of its development from December 6, 2018 – February 8, 2019. The plan is for the developments to undergo modernization in the upcoming years in conjunction with the RAD program. Please see section titled "Conversion of Public Housing to Project-Based Assistance under RAD" below for more information.

*Lincoln Apartments, Affordable Housing Development (up to 100 units)* – This 9.08 acre site may consist of a combination of rental and for-sale homeownership units. The currently vacant 150-unit apartment complex was constructed in phases, between 1960 and 1970. The inhabitable buildings are brick and concrete structures with shingle roofs. A Mixed-Finance / Modernization Proposal is planned to be submitted to HUD in 2019.

*Fayette Place (unit count TBD)* – This proposed mix-income, mix-use rental development will consist of a yet to be determined number of units. The developer will work with a qualified architectural and engineering firm to determine the highest and best use for the site and maximum number possible of units. A Mixed-Finance / Modernization Proposal is planned to be submitted to HUD in 2019.

## **Acquisition**

DHA plans to exercise its option to purchase the following previously owned properties revitalized under HOPE VI:

### ***Calvert Place, Affordable Housing Development- Formerly NC013-16 / 75 units [43 PBRA, 32 LIHTC]***

Calvert Place is a Project Based Rental Assistance (PBRA) and low-income housing tax credit community that was developed as part of the HOPE VI Revitalization Grant that DHA, along with The Community Builders, Inc. (TCB), received in 2000.

The development was first occupied in 2005. This site is owned by TCB- DVI Calvert Place, LLC and operated by Durham Management Collaborative, LLC as ACC LIHTC and LIHTC units.

Families occupy the seventeen building structures. The current unit size bedroom distribution includes (5) one bedrooms, (47) two bedrooms, and (23) three bedrooms. Of the 75 total rental units, 43 are PBRA units (ACC LIHTC), 32 are low-income housing tax credit (LIHTC) units and 0 are market rate units.

### ***Franklin Village- Formerly Holman Homes- NC013-28 / 83 units [46 PBRA, 29 LIHTC, 8 Market units]***

Franklin Village (Holman Homes) is a PBRA and low-income housing tax credit community that was developed as part of the HOPE VI Revitalization Grant that DHA - along with The Community Builders, Inc. (TCB) - received in 2000.

The development was first occupied in 2008. This site is owned by TCB- DVI Calvert Place, LLC and operated by Durham Management Collaborative, LLC as ACC LIHTC and LIHTC units.

Families occupy the twenty-seven building structures. The current unit size bedroom distribution includes (0) one bedrooms, (37) two bedrooms, (36) three bedrooms, and (10) four bedrooms. Of the 83 total rental units, 46 are PBRA units (ACC LIHTC), 29 are low-income housing tax credit (LIHTC) units and 8 are market rate units.

### ***Main Street Townhomes- Formerly NC013-29 / 43 units [21 PBRA and 22 LIHTC units]***

Main Street Townhomes is a PBRA and low-income housing tax credit community that was developed as part of the HOPE VI Revitalization Grant that DHA - along with The Community Builders, Inc. (TCB) - received in 2000.

The development was first occupied in 2004. This site is owned by TCB- DVI Calvert Place, LLC and operated by Durham Management Collaborative, LLC as ACC LIHTC and LIHTC units.

The current unit size bedroom distribution includes (7) one bedrooms, (18) two bedrooms, and (18) three bedrooms. Of the 43 total rental units, 21 are PBRA units (ACC LIHTC), 22 are low-income housing tax credit (LIHTC) units and 0 are market rate units.

***Morning Glory Senior Village- Formerly NC013-30 / 25 units [All PBRA]***

Morning Glory Senior Village is a PBRA community that was developed as part of the HOPE VI Revitalization Grant that DHA - along with The Community Builders, Inc. (TCB) - received in 2000.

This elderly community was occupied in 2005. This site is owned by TCB-DVI Morning Glory, LLC; and operated by Durham Management Collaborative, LLC currently as ACC LIHTC and LIHTC.

The current unit size bedroom distribution includes (21) one bedrooms, and (4) two bedrooms.

**Demolition and/or Disposition**

*Development Name: HOPE VI Edgemont Homeownership A & B, 37 lots*

1b. Development (project) number: Not applicable

1c. Description of development: This homeownership development will be built on a site located between the HOPE VI Calvert A and B sites (Edgemont A) and on a portion of the former Few Gardens site (Edgemont B). Edgemont A site will consists of sixteen (16) single-family for-sale homes and the Edgemont B site will consists of twenty-one (21) single-family for-sale homes, for a total of 37. This homeownership development will consist of one- and two-story for-sale single-family homes affordable to persons earning 80% or less of the area median income level. The homes will be three and four-bedroom units. DHA will partner with Habitat Humanity of Durham to build the homes.

2. Activity Type: Homeownership

3. Application Status: Submitted 12/2018

4. Date application planned for submission: 12/2018

5. Number of units affected: 37

Coverage of action: Total development

6. Timeline for activity:

a. Projected start date of activity: 10/01/2019

b. Projected end date of activity: 3/18/2022

*Central Office* – DHA may also explore the possibility of submitting a Demolition / Disposition proposal for the Central Office located at 330 East Main Street.

*Kerrwood Estates (NC013-19 / 3 units)* – There are currently 3 vacant parcels remaining at this development; the other single-family homes were previously sold. A HUD Demolition / Disposition proposal is planned to be submitted in 2019.

*McDougald Terrace (NC013-01 / 14 units)* – Demolition approval was received by SAC in correspondence dated May 16, 2019. Demolition of the units will occur as part of DHA's RAD redevelopment work for the McDougald Terrace development/NC013-01. DHA plans to partner with a developer to redevelop the site. The developer will cover the costs to demolish these buildings/units when the entire site is razed under future redevelopment work. DHA will securely maintain the units until RAD redevelopment of the site is done.

*McDougald Terrace (NC013-01 / 360 Units)* – This rental development was built in 1959 and has fifty-nine dwelling unit buildings and one non-dwelling unit building. Families occupy the row type brick veneer structures. The unit size bedroom distribution includes: (58) one-bedroom, (136) two-bedroom, (100) three-bedroom, (61) four-bedroom, and (5) five-bedroom rental units. DHA received RAD CHAP award for the development in December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development.

*J. J. Henderson Housing Center (NC013-09 / 178 units)* – This rental development was built in 1978 and has one nine-story dwelling unit building. Elderly individuals occupy the units the reinforced concrete frame and reinforced exterior wall high-rise elevator structure. The unit size bedroom distribution includes: (141) zero bedrooms and (37) one bedrooms.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development.

A portion of the units will be transferred to other low income housing tax credit developments in conjunction with the RAD redevelopment work at the site. Those sites include: Willard Street Apartments and JJ Henderson New Construction (on-site project).

Willard Street is a transit oriented design project situated on the corner of Willard and Jackson Street. Awarded 9% low income housing tax credits in 2018, the new construction project is expected to complete construction in 2020. DHA will transfer eleven (11) units from JJ Henderson to the development. DHA's Housing Choice Voucher program will administer the RAD project-based vouchers at the development.

JJ Henderson New Construction (on-site project) applied for 9% low income housing tax credits in 2019, and if awarded, will construct a new construction senior development consisting of 82 one- and two-bedroom units on the existing JJ Henderson site. DHA will transfer eleven (16) units from JJ Henderson to the development. DHA's Housing Choice Voucher program will administer the RAD project-based vouchers at the development and DHA will be part of the new ownership entity for this planned development.

A portion of the site may be pursued for demo/dispo in conjunction with RAD. The development will apply for 2019 4% for low income housing tax credits in 2019, and if awarded in 2020, will rehabilitate the existing high-rise building. The remaining units at the development, after planned transfer of assistance is complete, will be converted via RAD project-based vouchers (PBV). After RAD closing, the property will be operated as a low income housing tax credit development with RAD PBV subsidy and DHA will be part of the new ownership entity as well as administer the RAD vouchers at the development.

*Scattered Sites (NC013-03 / 50 units)* – This rental development was built in 1962 and has twenty-five dwelling unit buildings and one non-dwelling unit building. Elderly individuals occupy the duplex-type wood frame with brick veneer structures. The unit size bedroom distribution includes: (12) zero bedrooms and (38) one bedrooms.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development as well as apply for low income housing tax credits to finance a portion of the work.

*Oldham Towers (NC013-04 / 106 units) and Liberty Street (NC013-06 / 108 units)* – Oldham Towers was built in 1969 and has one seven-story dwelling unit building and one non-dwelling unit building that is used to house the Resident Services Department. Elderly and non-elderly disabled individuals occupy the units. The complex consists of: (50) zero-bedroom, (53) one-bedroom, and (3) three-bedroom units.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development as well as apply for low income housing tax credits in 2020 to finance a portion of the work.

*Cornwallis Road (NC013-05 / 200 units)* – This rental development was built in 1967 and has eighty-two dwelling unit buildings and one non-dwelling unit building. Families and elderly individuals occupy the single-family duplex and row type wood frame and brick veneer structures. The unit size bedroom distribution includes: (20) one-bedroom, (50) two-bedrooms, (76) three-bedroom units, (46) four bedrooms, (6) five bedrooms, and (2) six bedrooms.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development as well as apply for low income housing tax credits to finance a portion of the work.



*Liberty Street (NC013-06 / 108 units)* was built in 1972 and has twenty-six dwelling unit buildings and one non-dwelling unit building. Families occupy the row type structures and elderly individuals occupy the two-story walk-up structures. The unit size bedroom distribution includes: (32) one-bedroom, (47) two-bedroom, and (29) three-bedroom units.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development as well as apply for low income housing tax credits in 2020 to finance a portion of the work.

*Club Boulevard (NC013-07 / 77 units)* – This rental development was built in 1969 and has seventy-seven dwelling unit buildings and one non-dwelling unit building. Families occupy single-family structures. The unit size bedroom distribution includes: (54) three-bedroom and (23) four-bedroom rental home units.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development as well as apply for low income housing tax credits in 2020 to finance a portion of the work.

*Hoover Road (NC013-08 / 54 units)* – This rental development was built in 1968 and has seven dwelling unit buildings and one non-dwelling unit building. Families occupy the row type wood frame and brick veneer structures. The unit size bedroom distribution includes: (21) two bedrooms and (33) four bedrooms.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development as well as apply for low income housing tax credits in 2020 to finance a portion of the work.

*Oxford Manor (NC013-12 / 172 units)* – This rental development was built in 1972 and has sixty-six dwelling unit buildings and one non-dwelling unit building. Families occupy the two-story row type wood frame with brick veneer structures. The unit size bedroom distribution includes: (50) two-bedrooms, (34) three-bedroom units, (68) four bedrooms, and (20) five bedrooms.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development as well as apply for low income housing tax credits to finance a portion of the work.

*Forest Hill Heights (NC013-14 / 55 units)* – This rental development was built in 1981 and has eight dwelling unit buildings and one non-dwelling unit building. Elderly individuals occupy the row type structures. The unit size bedroom distribution includes 20 zero-bedroom and 35 one-bedroom rental units.

DHA received RAD CHAP award for the development December 7, 2018. DHA expects to convert the development under RAD during 2020. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion of the development as well as apply for low income housing tax credits to finance a portion of the work.

#### 1010 Worth Street

DHA received RAD CHAP award for the development in December 6, 2019. DHA rescinded the CHAP in July 2019 and expects to pursue Section 18 for this one unit asset management property. The unit will be converted to a project-base unit under the Housing Choice Voucher program.

#### *Goley Pointe*

DHA received RAD CHAP award for the development February 8, 2019. DHA expects to convert the development via RAD during 2019 or 2020 depending upon HUD's closing schedule. As part of the RAD conversion, DHA will explore and may use Section 18 RAD Blend tool in conjunction with the RAD conversion via project-based vouchers.

*Vacant DHA-owned parcels* – as part of the RAD conversion, DHA and/or DVI may seek to disposition and/or demolish all or a portion of the units and/or land at the sites and sell the land to capitalize DHA for affordable housing activities within the City of Durham. A HUD Demolition / Disposition proposal will be submitted on an as-needed basis.

#### **Leasing of Incidental Non-Dwelling Land- *Miracle League Ground Lease***

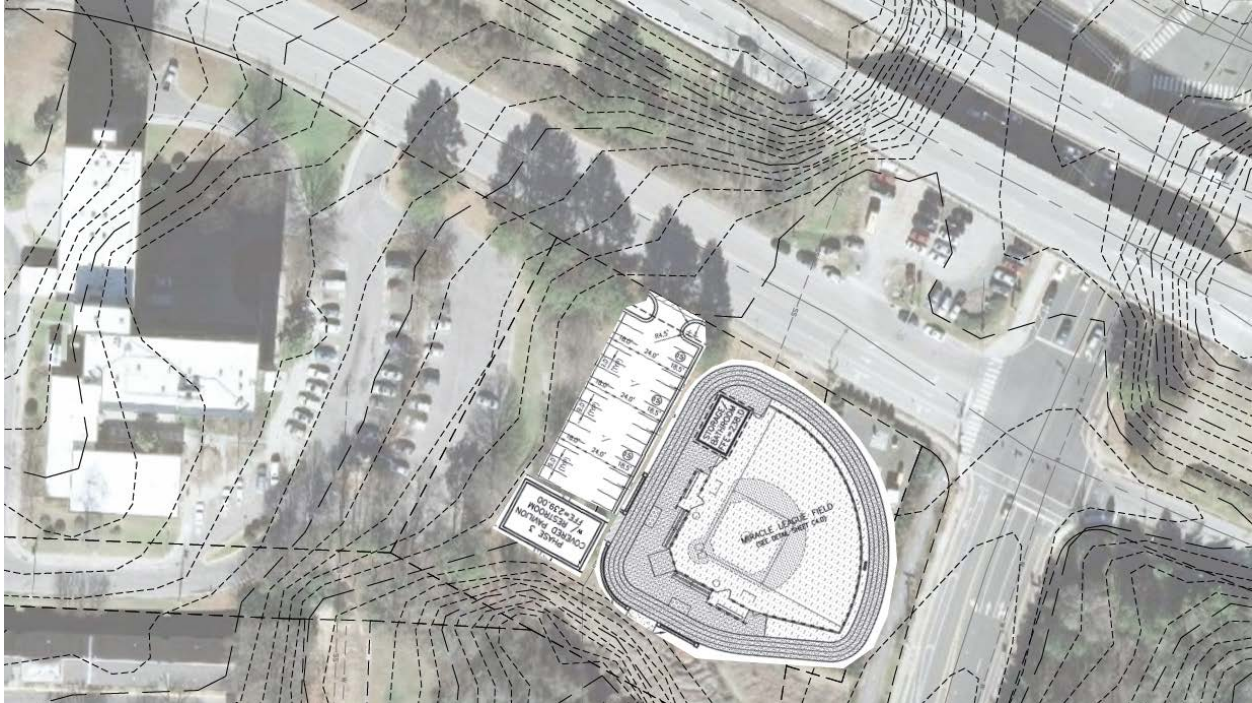
The Miracle League of the Triangle, Inc. is a North Carolina non-profit corporation founded in 2005 whose mission is to create, through baseball, positive life experiences for both children and adults with special needs and their families. The Miracle League is currently meeting its mission by serving nearly 400 players with special needs each season on 30 teams that play at specialized baseball facilities located in Cary (Andy's Foundation Field at Adams Elementary School) and Raleigh (Fred Smith Company Field near the Living Arts College).

The Miracle League, in collaboration with Capitol Broadcasting Company, Incorporated ("*Capitol Broadcasting*"), is interested in exploring a partnership with DHA to construct a Miracle League baseball facility on property currently owned by an affiliate of Capitol Broadcasting and DHA.

The subject DHA property is located adjacent to the J.J. Henderson public housing development at 473 Morehead Avenue, consists of roughly 1.5 acres of vacant land, and was recently being leased by DHA to the Durham Bulls as additional game-day parking (the "*DHA Property*"). The

DHA Property is both vacant and excess land that has not historically been substantially utilized by DHA or DHA residents. The subject Capitol Broadcasting property borders the DHA Property, is located at 461 Morehead Avenue and consists of roughly .25 acres of vacant land (the “*Capitol Broadcasting Property*”). Please see Exhibit A for a map of the proposed location.

**Exhibit A**



***On the left side of the photo is the J.J. Henderson Housing Center. Towards the bottom of the photo is the proposed Miracle League project. At the top right side of the photo is the Durham Freeway-147.***

The proposed baseball facility would be located at the corner of Morehead Avenue and Blackwell Streets on the DHA Property and the Capitol Broadcasting Property, and in support of the Miracle League Partnership, DHA plans to ground lease the DHA Property to Miracle League. The Miracle League will be solely responsible for constructing the baseball facility. At the end of the lease term, all improvements (the entire baseball facility) will be owned by DHA at no cost. The proposed ground lease provides that DHA residents, invitees and employees will have the right to utilize the baseball facility, including the walking track, when it is not in use by Miracle League, subject to prior written consent.

The term of the lease would be for 10 years from the date the lease is executed. Upon expiration of the lease the Miracle League will have an option to extend or not to extend the lease for an additional five (5) years. Upon expiration of the first optional extension DHA will have the option to extend or not to extend the lease for an additional five (5) years. The potential lease term is twenty years.

## Designated Housing for Elderly

DHA has designated a total of 389 housing inventory units to the Elderly and/or disabled, representing approximately 28% of its total public housing inventory. Those units are in the following developments: Oldham Towers, Scattered Sites, JJ Henderson, and Forest Hill Heights. There are (223) zero-bedrooms; (163) one-bedrooms, and (3) 3-bedrooms in this 389 total.

Among the designated developments, DHA must also apply any preferences that it has established. If there are not enough elderly families to occupy the units in a designated elderly development, DHA may allow near-elderly families to occupy the units. If there are an insufficient number elderly and near-elderly families for the units in a development designated for elderly families, DHA must make available to all other families any unit that is ready for re-rental and has been vacant for more than 60 consecutive days. As DHA converts its portfolio, it may request authorization for updates to these designations.

## Conversion of Public Housing to Project Based Assistance under RAD

The following developments are planned for conversion under RAD by the end of 2019:

- Laurel Oaks (NC013-15) Public Housing Development / 30 units
- Goley Pointe (NC013-33) Public Housing Development / 14 units

DHA received RAD CHAP awarded for all of its developments from December 6, 2018 – February 8, 2019. As part of the RAD conversion, DHA may seek to disposition/demolish all or a portion of the units listed below at the sites and replace/transfer assistance of some or all of the units to other parcels owned by DHA and/or DVI and other developments in the city of Durham.

*McDougald Terrace (NC013-01 / 360 Units)* – This rental development was built in 1959 and has fifty-nine dwelling unit buildings and one non-dwelling unit building. Families occupy the row type brick veneer structures. The unit size bedroom distribution includes: (58) one-bedroom, (136) two-bedroom, (100) three-bedroom, (61) four-bedroom, and (5) five-bedroom rental units.

*Scattered Sites (NC013-03 / 50 units)* – This rental development was built in 1962 and has twenty-five dwelling unit buildings and one non-dwelling unit building. Elderly individuals occupy the duplex-type wood frame with brick veneer structures. The unit size bedroom distribution includes: (12) zero bedrooms and (38) one bedrooms.

*Oldham Towers (NC013-04 / 106 units) and Liberty Street (NC013-06 / 108 units)* – Oldham Towers was built in 1969 and has one seven-story dwelling unit building and one non-dwelling unit building that is used to house the Resident Services Department. Elderly and non-elderly disabled individuals occupy the units. The complex consists of: (50) zero-bedroom, (53) one-bedroom, and (3) three-bedroom units.

*Liberty Street* was built in 1972 and has twenty-six dwelling unit buildings and one non-dwelling unit building. Families occupy the row type structures and elderly individuals occupy the two-story walk-up structures. The unit size bedroom distribution includes: (32) one-bedroom, (47) two-bedroom, and (29) three-bedroom units.

*Cornwallis Road (NC013-05 / 200 units)* – This rental development was built in 1967 and has eighty-two dwelling unit buildings and one non-dwelling unit building. Families and elderly individuals occupy the single-family duplex and row type wood frame and brick veneer structures. The unit size bedroom distribution includes: (20) one-bedroom, (50) two-bedrooms, (76) three-bedroom units, (46) four bedrooms, (6) five bedrooms, and (2) six bedrooms.

*Club Boulevard (NC013-07 / 77 units)* – This rental development was built in 1969 and has seventy-seven dwelling unit buildings and one non-dwelling unit building. Families occupy single-family structures. The unit size bedroom distribution includes: (54) three-bedroom and (23) four-bedroom rental home units.

*Hoover Road (NC013-08 / 54 units)* – This rental development was built in 1968 and has seven dwelling unit buildings and one non-dwelling unit building. Families occupy the row type wood frame and brick veneer structures. The unit size bedroom distribution includes: (21) two bedrooms and (33) four bedrooms.

*J. J. Henderson Housing Center (NC013-09 / 178 units)* – This rental development was built in 1978 and has one nine-story dwelling unit building. Elderly individuals occupy the units the reinforced concrete frame and reinforced exterior wall high-rise elevator structure. The unit size bedroom distribution includes: (141) zero bedrooms and (37) one bedrooms.

*Oxford Manor (NC013-12 / 172 units)* – This rental development was built in 1972 and has sixty-six dwelling unit buildings and one non-dwelling unit building. Families occupy the two-story row type wood frame with brick veneer structures. The unit size bedroom distribution includes: (50) two-bedrooms, (34) three-bedroom units, (68) four bedrooms, and (20) five bedrooms.

*Forest Hill Heights (NC013-14 / 55 units)* – This rental development was built in 1981 and has eight dwelling unit buildings and one non-dwelling unit building. Elderly individuals occupy the row type structures. The unit size bedroom distribution includes 20 zero-bedroom and 35 one-bedroom rental units.

*Laurel Oaks (NC013-15 / 30 units)* – This rental development was built in 2004 and has six dwelling unit buildings and one non-dwelling unit building. Families occupy the row type wood frame and brick veneer structures. The unit size bedroom distribution includes (30) three-bedroom units. A moderate rehabilitation and RAD Conversion is planned for 2018.

## **Transfer of Assistance**

In coordination with other developers in creating affordable housing in areas of opportunity, DHA actively seeks partnerships for the transfer of RAD assistance to other planned/proposed projects. Any transfer of assistance sites will comply with RAD program requirements.

Willard Street is a transit oriented design project situated on the corner of Willard and Jackson Street. Awarded 9% low income housing tax credits in 2018, the new construction project is expected to complete construction in 2020. DHA will transfer eleven (11) units from JJ Henderson to the development. DHA's Housing Choice Voucher program will administer the RAD project-based vouchers at the development.

*1228 Carroll Street development:* DHA proposed to provide PBV for the development of (16) units of permanent supportive housing for persons who are homeless. This will be done either using RAD PBV units as a transfer of assistance (16 units from J.J. Henderson), or as regular PBV units. The project is planned for 1228 Carroll Street, Durham, NC. The development site is located in southeast Durham, immersed in a thriving residential community of opportunity. DHA's plan incorporates a commitment to end homelessness and support permanent supportive with PBV in doing so.

JJ Henderson New Construction (on-site project) applied for 9% low income housing tax credits in 2019, and if awarded, will construct a new construction senior development consisting of 82 one- and two-bedroom units on the existing JJ Henderson site. DHA will transfer eleven (16) units from JJ Henderson to the development. DHA's Housing Choice Voucher program will administer the RAD project-based vouchers at the development and DHA will be part of the new ownership entity for this planned development. If approved, the project could close and start construction in 2020, and complete and place-in-service by 2022.

### Occupancy by Over-Income Families

The Housing Opportunity Through Modernization Act (HOTMA) of 2016 places an income limitation on public housing tenancy for families. The law requires that once a family's income has exceeded 120% of AMI, or a different limitation set by the Secretary of HUD ("over-income limit") for two consecutive years, DHA must terminate the family's tenancy within six (6) months of the second income determination or charge the family a monthly rent equal to the greater of:

- (1) The applicable Fair Market Rent (FMR) for the area; or
- (2) The amount of monthly subsidy for the unit including amounts from the operating and capital fund, as determined by regulations.

DHA must notify a family of the potential changes to monthly rent or potential termination after one (1) year of the family's income exceeding the over-income limit.

DHA must submit a publicly available report to HUD annually about the number of families residing in public housing with incomes exceeding the over-income limit and the number of families on the waiting lists for admission to public housing.

Unless required to do so by local law, DHA may not evict or terminate the tenancy of a family solely because the family is over income if: (1) the family has a valid contract of participation in the Family Self-Sufficiency (FSS) program, or (2) the family is currently receiving the earned income disallowance. This rule does not require PHA's to evict over-income residents, but rather gives PHA's the discretion to do so thereby making units available for applicants who are income-eligible.

DHA will not evict or terminate the tenancies of families solely because they are over income; however, DHA will consider the number of families on the waiting lists for admission when making a determination regarding whether to terminate a family whose income exceeds the over-income limit.

### Project-Based Vouchers

DHA can allocate up to 20 percent of its authorized Housing Choice Vouchers to project-based vouchers (PBV). PBV subsidy is attached to a project, as in specific units in a building. DHA currently has 152 PBV units at the following communities and anticipates adding additional PBV units in 2019.

The new project-based voucher developments will comply with PBV goals, civil rights requirements, Housing Quality Standards, and deconcentration standard as stating 983.57(b)(1) and other policies that govern eligibility, selection and admissions.

New Project Based Vouchers will be used for the *J.J. Henderson Housing Center* RAD conversion.

For all converting RAD developments, DHA proposes to convert via Project-based assistance under Project-based Vouchers (PBV). (*Please see the Conversion of Public Housing to Project Based Assistance under RAD* section for additional information.)

New Project Based Vouchers were proposed and are planned for the following communities:

*1228 Carroll Street development:* DHA proposed to provide PBV for the development of (16) units of permanent supportive housing for persons who are homeless. This will be done either using RAD PBV units as a transfer of assistance (16 units from J.J. Henderson), or as regular PBV units. The project is planned for 1228 Carroll Street, Durham, NC. The development site is located in southeast Durham, immersed in a thriving residential community of opportunity. DHA's plan incorporates a commitment to end homelessness and support permanent supportive with PBV in doing so.

*Willard Street Apartments (Transit-Oriented Design (TOD) project):* DHA proposed to provide (21) PBVs in the proposed 82-unit development. Centrally located in downtown Durham, and near an existing transit hub this development will create affordable housing with ease of access to social and economic options. Awarded 9% low income housing tax credits in 2018, the new construction project is expected to complete construction in 2020. DHA will transfer eleven

(11) units from JJ Henderson to the development. DHA's Housing Choice Voucher program will administer the RAD project-based vouchers at the development. DHA is committed to partnering with developers in the creation of affordable housing options in areas of opportunity.

#### Units with Approved Vacancies for Modernization

DHA will apply to place units with Commitment to Enter into Housing Assistance Payment (CHAP) contracts under the RAD program offline under as they undergo modernization. Currently there are no units in this category.

#### *Other Capital Grant Programs (i.e. Capital Fund Community Facilities Grants or Emergency Safety and Security Grants)*

DHA applied for the 2019 Emergency Safety and Security Grant to provide increased security measures at the Oxford Manor, McDougald Terrace, Cornwallis, Liberty Street and Hoover Road communities. If awarded, the grant will be used to provide much needed lighting and camera security to deter and prevent crime at these communities. If unsuccessful with this application, DHA will also apply in FY 2020.



## B.5 Progress Report

**Mission:** To develop, own, manage and contribute to diverse communities of choice.

DHA formally adopted its updated Strategic Plan in May of 2017, recognizing the importance of having a clear and current set of goals to accomplish its mission. The main focus was to produce a relevant set of goals and corresponding objectives that more closely mirrored the long term plans of DHA, the community, and most importantly how DHA can better serve its clients.

DHA's vision is to be the leading affordable housing provider dedicated to building stronger Durham communities. With that in mind, during the preliminary stages of developing these goals, DHA made great strides towards the objectives to accomplish them. DHA will endeavor to meet and exceed these goals and objectives in the coming years.

### **Goal 1: Financial Stability & Operational Efficiency**

Objectives:

- Improve DHA's financial operations, structure and reporting capability
- Diversify revenue sources in order to promote financial sustainability and stability
- Upgrade DHA's use of technology and develop a strategy for moving toward a paperless environment
- Ensure work processes and decision-making practices are aligned to support DHA's mission

Progress:

In order to achieve financial stability and operational efficiency, DHA has streamlined current banking activities to include services that will increase efficiencies in financial processing and enhanced rent collections to provide tenants with options for making payments electronically. DHA is also exploring our current software system and revamping our processes to optimize its use.

### **Goal 2: High Performing Organization**

Objectives:

- Recruit and Retain Quality Employees
- Strengthen DHA's Financial Well-being
- Achieve and Maintain High Performing Status (i.e. SEMAP and PHAS)
- Develop an Internal Control System

## Progress:

In order to recruit employees, DHA advertises the agency's vacant positions by marketing the positions through various entities. DHA advertises vacant positions on the agency's website; national job classified websites (Indeed); local university job listings; other PHA's, NC Works Online, and through regional and national industry websites.

To help with retaining employees, DHA has solicited a Consultant to conduct a wage comparability study to ensure that the existing organizational pay structure is aligned properly as well as reviewing/revising job description.

DHA also provides tuition reimbursement to regular, full-time employees who complete courses at an approved accredited college, university, or technical institution.

Strengthening DHA's financial well-being comes in many forms. For example, we have hired in-house General Counsel to be a central hub for legal matters and to determine what matters require assistance from our legal firm to manage legal fees. Additionally, the Housing Choice Voucher Program (HCVP) reduced legal fees by bringing collections in-house.

DHA is currently identifying ways to promote different kinds of energy change at each of the properties through multi-family utility benchmarking and energy reviews. DHA will continue to mitigate the potential for fraud by developing internal controls through separation of duties and ensuring policies are in place. DHA plans to develop a fee-for-service program for reimbursements of overhead costs and to offset any COCC deficits. DHA continues to actively search and apply for funding for resident services, resident scholarships and partnerships with non-profit organizations. DHA applied for the HOPWA, Shelter Plus Care, and Home Again grant.

HCVP obtained high performance status on the 2019 SEMAP, and increased points under the score. In order to continue to achieve and maintain High Performing Status, HCVP will continue to track the progress on the SEMAP indicators.

Under our Public Housing program we are launching a leasing initiative to increase occupancy, and putting strategies in place to increase Uniform Physical Conditions Scores (UPCS) to improve the Physical Inspection score under PHAS. The first priority is to achieve Standard Performer Status, and make strides to High Performer thereafter.

### **Goal 3: Strong Community Partnerships**

#### Objectives:

- Strong Community Relations
- Increase Community Awareness

Progress:

Strong partnerships have enhanced the success of our communities with their dedication toward improving of our residents' educational levels, health & wellness and job preparation. These organizations continuously provide assistance in areas of medical support (blood pressure screening & obesity awareness, case management), food distribution, nutritious meals and academy preparation.

In partnership with the City of Durham's Office of Economic Workforce Development, DHA has hosted summer internship opportunities for students ages 14-24. This program helps students develop basic workplace skills and specialized industry skills that prepare them for jobs in the future. In 2018, DHA hosted eight students and fourteen in 2019.

The Resident Services Department is dedicated to improving the lives and safety of children and youth residing in our communities. Our goal is to connect our youth to positive enrichment programs such as on-site afterschool and tutoring services, mentoring and youth development programs.

During 2018 DHA and the Durham Police Department successfully launched a Community Engagement Unit (CEU) at the McDougald Terrace Community. The collaboration has been so successful reducing crime in the community and fostering police and resident relations that officers from the CEU also engages with other DHA communities in the area.

DHA will continue to enhance its safety and security efforts for DHA residents and the surrounding neighborhoods through community engagement programs, presenting safety monthly Resident Council meetings, City-Wide Partners Against Crime Initiatives and active participation with the DPD, Crime Task Force meetings, and annual National Night Out events.

#### **Goal 4: Quality Customer Service**

Objectives:

- Ensure that there is effective Communication within the organization, with clients and with the community
- Treat everyone with RESPECT
- Ensure that staff are knowledgeable about the programs that we offer
- Build stronger levels of Trust and Transparency

Progress:

Ensuring effective communication takes many forms; the HCVP department implemented quarterly Landlord Workshops in 2017 to educate current and new Landlords on the rules, regulations and DHA's process and continued this through 2019. The Operations team has monthly meetings to discuss customer service, new regulations, and policy changes. The

Operations Team also attended customer service trainings in 2016 and 2017. The HCVP program is revising the customer walk-in inquiring process to ensure that it's efficient and is in the process of scheduling departmental customer service training.

The DHA ConnectHome initiative continues to provide access to the internet with free Wi-Fi to its residents. Durham along with twenty-six other cities was selected to participate in the ConnectHome initiative. ConnectHome is part of President Obama's effort to provide high speed internet to low-income households. Internet access will help ensure that students will have access to the internet at home.

The Resident Services Department provides services and service-linkages on a daily basis. Our programming schedules cover a six day window (Monday thru Saturday). Examples of existing programs are Moms on a Mission (mentoring young mothers to improve parenting skills) and Men of Vision geared to motivate young men for sustainable careers. Secondly, we implemented computer literacy training (providing computer hardware at no cost) to the residents that attend these scheduled classes. Thirdly, our health and wellness partners have developed meaningful relationships for improving health for our family and elderly residential sites. The University of North Carolina Medical Center, Duke University Medical Center & Nursing Department and North Carolina Central University's Nursing students have established health assessment programs for several of our family communities and elderly & disabled sites.

DHA provides mandatory Fair Housing training to employees to help staff understand regulations, and provide clear instructions on fair housing laws. Employees who drive DHA vehicles submitted for a motor vehicle records check to ensure the safety of all employees, residents and citizens of Durham.

Additionally, DHA staff now have access to intranet services to improve communication and promote workplace efficiency. Quarterly General staff meetings are held to provide updates on what's taking place within the agency/community.

## **Goal 5: Create Healthy and Sustainable Communities**

### Objectives:

- Elicit/involve (resident) Community participation in planning decisions (i.e. municipal (zoning & ordinances), state, and federal)
- Promote public health (i.e. – health assessments) and a clean and safe environment
- Provide diversity and diverse housing opportunities
- Design housing that incorporates transportation options
- Improve availability and access by ALL to opportunities and needs

## Progress:

By engaging the residents, the Operations team will examine ways to improve the overall safety and aesthetics of the developments. DHA has also established productive partnerships with local health & wellness providers, medical centers and local university nursing departments to provide healthy assessments and workshops for our residents. The University of North Carolina Medical Center currently provides PHD Doctorial personnel to engage our residents on a program called “Community Engagement to Enhance Evidence-based Interventions” which is an AIDS Awareness Study. Duke University’s School of Nursing are conducted a Health Assessment for our communities in 2017. North Carolina Central University’s Nursing students have established a health assessment program for two of our elderly & disabled sites.

DHA continues to update residents on upcoming RAD conversions and redevelopment plans at the various sites and Development staff continues resident engagement and communication about the upcoming plans for each respective community.

As part of RAD Redevelopment work, DHA has partnered with two developers Laurel Street Residential and California Commercial Investment (CCI) and The Florian Companies, as well as the City of Durham, to redevelop its properties located in the central downtown area. The properties include J.J. Henderson Housing Center, Oldham Towers, Liberty Street, and Forest Hill Heights. These four (4) properties, along with other public land in the planned redevelopment area, are referred to as the “DHA Downtown and Neighborhood Plan (DDNP)”. This targeted renewal comprises about 475 public housing units and over 50 acres, and is being leveraged to create more than 2,100 additional units of housing, with over 1,800 being “new” affordable housing units, and retail, commercial, and green/open space. DDNP is a ten year plan, with seventeen (17) phases over eight (8) opportunity sites.

The first opportunity site in DDNP is rehabilitation of the existing J.J. Henderson Housing Center site via 4% Low Income Housing Tax Credits (LIHTC), and a planned new construction 82-unit senior development via 9% LIHTC on the site. Both projects applied for tax credit funding in 2019. DHA, in collaboration with one of its developer-partners, will submit a 9% LIHTC application for the first phase of the Oldham Towers and Liberty Street redevelopment work in May 2020.

Although the planned light rail project was unsuccessful, DHA will continue with the exploration of alternative and expanded transportation options near planned affordable housing development sites through its strategic partnerships.

## **Goal 6: Strong Asset Portfolio**

### Objectives:

- Maintain attractive, well-manicured properties / building and quality fleet management

- Invest in private market real estate
- Alternative Funding Sources
- Maintain competitive rents
- Have a pool of builders, developers and architects

Progress:

DHA has procured landscape contractors to assist in the seasonal maintenance of the properties. Each department will assess current fleet to determine what is no longer useful as well as developing a SOP and tracking mechanism to maintain fleet comprehensively. Researching and applying to alternative funding sources will create a strong asset portfolio for DHA. Annually a rent study is procured. DHA solicited for a pool of general contractors in 2016 and in 2017 solicited for a pool of qualified builders, developers, and architects.

## C. Statement of Capital Improvements

### C.1 Capital Improvements

See HUD Form 50075.2, approved by HUD on 05/14/2019 for 2018-22, which includes but is not limited to the following work items:

- Site improvements, such as paving, concrete, erosion control, dumpsters, CPTED lighting, playground improvements, mailbox centers, and utility improvements;
- Dwelling exterior improvements, such as exterior doors, windows, roofing, balconies, railings, canopies, vinyl siding, screen/security doors, downspouts and gutters, window screens, HVAC, and structural repairs;
- Dwelling interior improvements, such as kitchen renovations, appliances, flooring, hot water heaters, interior doors, bathroom renovations, closet doors, range hoods, washer/dryer connections and vents;
- Community Center renovations; and
- Resident relocation costs.

The following sites have been identified in the 5 Year Plan:

- NC013000001- McDougald Terrace
- NC013000003- Scattered Sites
- NC013000004- Oldham Towers
- NC013000005- Cornwallis Road
- NC013000006- Liberty Street
- NC013000007- Club Boulevard
- NC013000008- Hoover Road
- NC013000009- JJ Henderson
- NC013000012- Oxford Manor
- NC013000014- Forest Hill Heights