

HUD Moving to Work Expansion

MTW Flexibility II Cohort Onboarding – Welcome to MTW!

April 11, 2024



Today's Agenda



- Welcome
- Introductions
- Transforming PHAs through MTW (video)
- Breakout Groups
 - Why did you want to become an MTW agency?
 - What do you hope to accomplish with your MTW status?
- Steps from Selection to Implementation
- Questions & Wrap Up

Introductions



- John Concannon, Director, MTW Office
- Alison Christensen, Deputy Director, MTW Office
- Phillip Pless, Financial Analyst, MTW Office
- Autumn Gold, Housing Innovations Specialist, MTW Office

Let's get excited!



<https://www.youtube.com/watch?v=DFC4MgynWVM>



MTW Flexibility II Cohort!

Bath Housing (ME)

Boca Raton Housing Authority (FL)

Boulder County Housing Authority (CO)

Evansdale Municipal Housing Authority (IA)

Great Plains Housing Authority (ND)

Housing Authority for the City of Rochester
(NH)

Kendall Housing Authority (IL)

Livermore Housing Authority (CA)

Pittston Housing Authority (PA)

Portsmouth Housing Authority (NH)

Seminole County Housing Authority (FL)

Staunton Redevelopment & Housing
Authority (VA)

Watertown Housing Authority (MA)

West Hartford Housing Authority (CT)

Which Group Am I In?



Red: Region I

Facilitator: Taneshia Gerdin

Bath Housing (ME)
Housing Authority of the City of
Rochester (NH)
Portsmouth Housing Authority (NH)
West Hartford Housing Authority (CT)
Watertown Housing Authority (MA)

Yellow: Regions III & IV

Facilitator: Eva Fontheim

Boca Raton Housing Authority (FL)
Pittston Housing Authority (PA)
Seminole County Housing Authority (FL)
Staunton Redevelopment & Housing
Authority (VA)

Green: Regions V, VII, VIII & IX

Facilitator: Autumn Gold

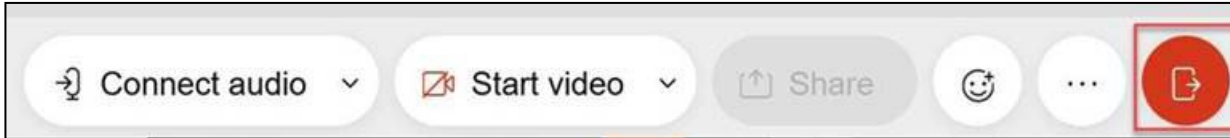
Evandale Municipal Housing Authority (IA)
Kendall Housing Authority (IL)
Boulder County Housing Authority (CO)
Great Plains Housing Authority (ND)
Livermore Housing Authority (CA)

Breakout Session

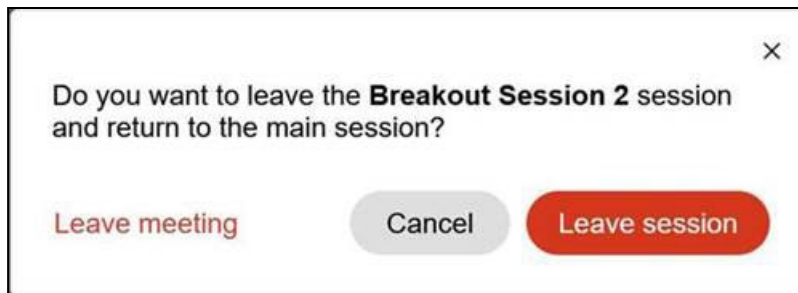
**Why did you want to become an MTW agency?
What do you hope to accomplish with your MTW status?**

End Up In The Wrong Group?

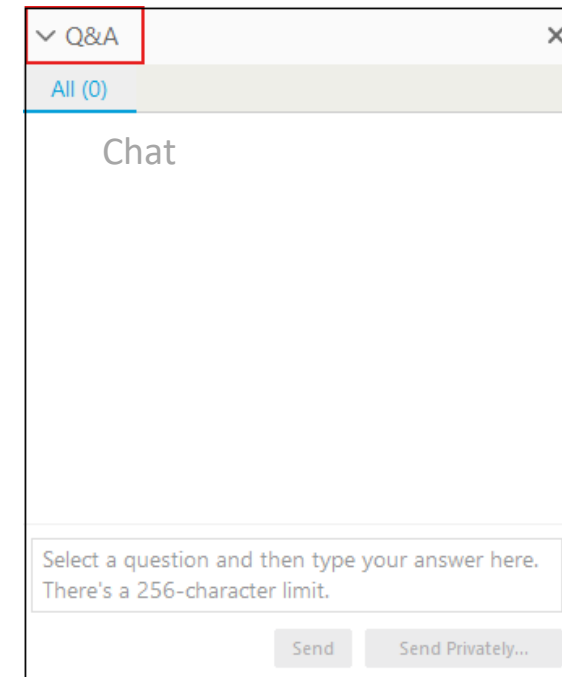
- Click the red button at the bottom to exit the group:



- Confirm you want to leave the session:



- Once in the main room, send a chat to ICF Event to be reassigned to the correct group:



Steps from Selection to Implementation



1

Complete & Execute the MTW ACC Amendment

2

Prepare your Agency's MTW Finances

3

Conduct Public Process and Complete Development of The MTW Supplement

4

Submit the MTW Supplement to the PHA Plan

5

Receive Approval of MTW Supplement from HUD FO

6

Transitioning MTW Expansion 50058 form to Housing Information Portal (HIP)

1. Complete and Execute the MTW ACC Amendment



- Sets terms of participation and details requirements and covenants to be followed
- Must be signed and executed by PHA and HUD before using funds flexibly
- Email signed PDF MTW ACC Amendment to: MTWFlexibilityII@hud.gov

Available from MTW Expansion page on HUD.gov
<https://www.hud.gov/sites/dfiles/OCHCO/documents/50166.pdf>

MTW ACC Amendment, Sections 1-4



Section 1

- Specifies it is entered into between HUD and PHA

Section 2

- This Amendment applies to any ACC in effect for Public Housing and Housing Choice Voucher programs

Section 3

- The ACC is amended in connection with its designation as MTW Expansion agency as per the law
- Participation governed by MTW Operations Notice

Section 4

- 20-year term from beginning of PHA's first full fiscal year following execution

MTW ACC Amendment Section 5, Requirements & Covenants



MTW Agencies:

- Must operate in accordance with MTW Operations Notice
- Must cooperate with HUD and contractors for HUD-sponsored evaluation of cohort-specific study
- Can only be exempted from provisions of the Housing Act of 1937 as specified in MTW Operations Notice

MTW ACC Amendment Section 6, Transition Plan



- Submit plan at least one year prior to MTW ACC Amendment expiration (Year 19)
- Transition plan will:
 - Describe plans for phasing out MTW activities
 - Specify proposed duration
 - Provide justification for extensions
- HUD reviews and responds within 75 days, or it is deemed approved
- Added based on public feedback

MTW ACC Amendment

Section 7, Termination & Default



- If the PHA violates the ACC, this Amendment, or by extension the Operations Notice
- HUD may undertake one or all remedies available by law, including but not limited to:
 - Require additional reporting on deficient areas and steps being taken to address deficiencies
 - Require PHA to prepare and follow a HUD-approved schedule of actions and/or management plan for properly completing approved activities
 - Suspend MTW waiver authorization for affected activities
 - Require reimbursement by PHA for amounts used in violation of MTW ACC Amendment
 - Terminate MTW ACC Amendment and require PHA to transition out of MTW
 - Restrict PHA's ability to use MTW funding flexibly
 - Take other corrective or remedial action legally available

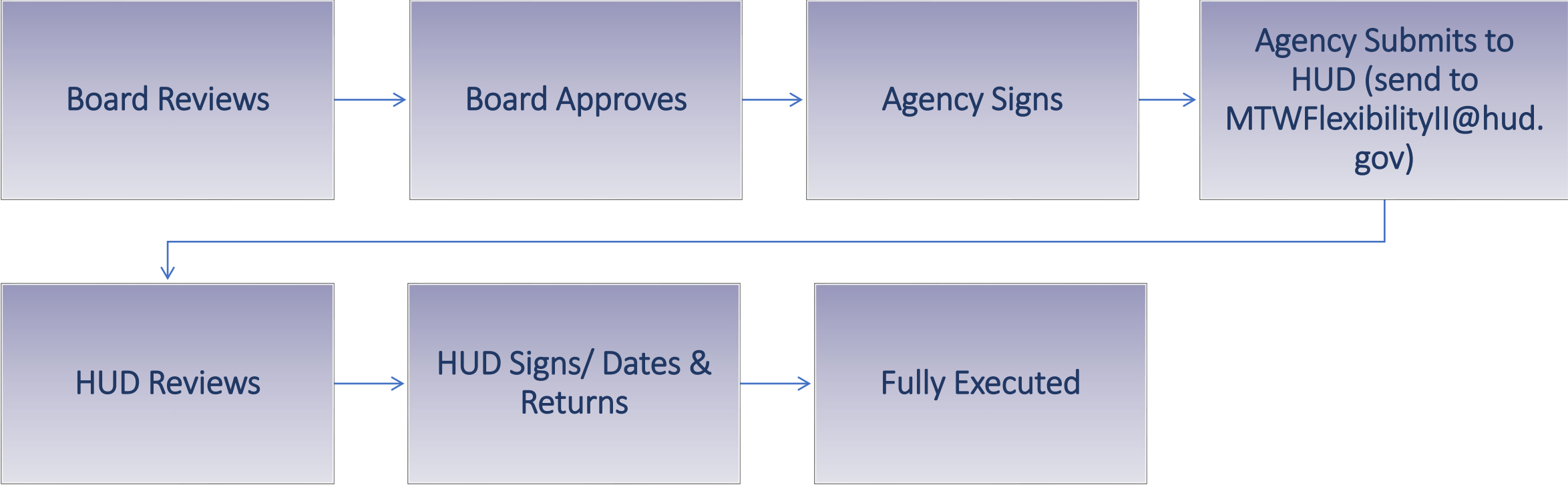
MTW ACC Amendment Sections 8 & 9, Future Laws



- Section 8
 - Future laws that conflict with any provision of MTW ACC Amendment supersede it
- Section 9
 - Any invalid clause, or portion of a clause, shall be stricken, while remainder of Agreement continues to be in full effect

Questions?

Finalizing & Executing the MTW ACC Amendment



Signing the MTW ACC Amendment



In consideration of the foregoing covenants, the parties do hereby execute this MTW ACC Amendment:

Signature (digital or handwritten) of the person authorized to sign, as stated in the Agency's Board Resolution (Chair, Executive Director, etc.)

PHA

Signing individual's name (PRINT)

By: _____

Its: _____

Date: _____

Signing individual's title (PRINT)

UNITED STATES DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT

The date of the signature

By: _____

Its: _____

Date: _____

Submitting the Board Resolution



- Submit board resolution with signed MTW ACC Amendment
- Example of a board resolution – not required language!
- HUD will provide example for your use

EXAMPLE BOARD RESOLUTION – PHAs should update as appropriate

RESOLUTION NO. _____

BOARD OF COMMISSIONERS, HOUSING AUTHORITY OF THE _____,
COUNTY/CITY OF _____, STATE OF _____

* * * * *

RESOLUTION

1) APPROVING THE HOUSING AUTHORITY’S SUBMISSION OF THE MTW ACC AMENDMENT TO THE PUBLIC HOUSING AND HOUSING CHOICE VOUCHER ACCs

2) AUTHORIZING THE EXECUTIVE DIRECTOR OF THE HOUSING AUTHORITY TO EXECUTE ANY DOCUMENTS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) TO EXECUTE THE MTW ACC AMENDMENT TO THE PHA ANNUAL PLAN

PHA Name: _____ **PHA Number/Code:** _____

The U.S. Department of Housing and Urban Development (HUD) has selected the Housing Authority of the _____ to participate in the Move to Work (MTW) Demonstration Expansion, to design and test new ways of providing housing assistance and services to low-income households;

To complete the Housing Authority of the _____’s entry into the MTW Demonstration Expansion program, _____ must fully execute the MTW ACC Amendment to the Public Housing and Housing Choice Voucher Annual Contributions Contracts;

The draft MTW ACC Amendment was made available and shared with the Board of Commissioners on _____, and the Board of Commissioners has examined and approved the same as to form and content.

[SampleMTWACCAmendmentBoardResolution.docx \(live.com\)](#)

Questions?

10 Minute Break

2. Prepare your Agency's MTW Finances



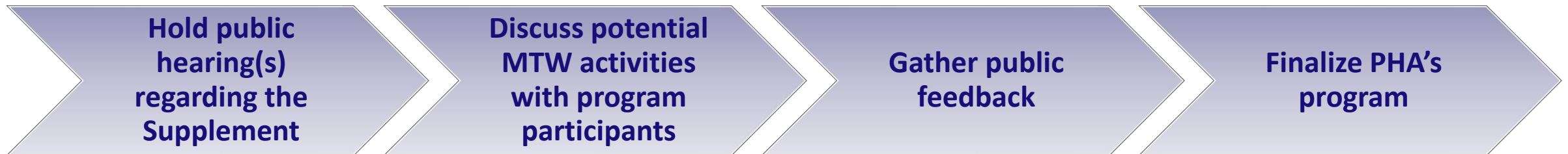
- Funding flexibility is available the same day that HUD countersigns the MTW ACC Amendment.
- Review HCV & Public Housing funding calculation
 - MTW Finance Webinar (October 2020): <https://www.hudexchange.info/trainings/moving-to-work-expansion-webinar-series/>
 - Section 5 of MTW Operations Notice (<https://www.hud.gov/sites/dfiles/PIH/documents/FinalMTWExOpsNoticePartVIWeb.pdf>)
 - MTW Online Manual: <https://www.hudexchange.info/programs/mtw/mtw-expansion-training/welcome/>
- Consider potential changes to financial policies/procedures
- Adhere to 2 CFR Part 200
- Understand MTW reporting differences

Upcoming Webinars!
MTW Funding Flexibility (Reporting) Part 1
May 9, 2024, 2:00 – 4:00 pm EDT
MTW Funding Flexibility (Financial Policies and Procedures) Part 2
May 30, 2024, 2:00 – 4:00 pm EDT

3. Conduct Public Process and Complete Development of the MTW Supplement



- The MTW Supplement
 - Informs HUD, residents, community, stakeholders about planned MTW activities
- The Public Process
 - Up to two required public meetings that follows the same process for the PHA Plan
 - Receive input regarding MTW Activities and proposed waivers to be implemented
 - In consultation with Resident Advisory Board (RAB) & Tenant Association
 - Potential modifications based how the agency considers the public’s feedback
 - Comments must be submitted along with a description of how PHA responded



4. Submit the MTW Supplement

5. Receive Approval



- Submit the MTW Supplement to the PHA Plan via the web-based HIP system as part of the next regularly scheduled PHA plan
- Submit at the same time as the PHA Plan
- Receive HUD approval (via letter from field office)
- Follow instructions noted in the letter prior to implementing MTW activities

Upcoming Webinars!

The MTW Supplement to the PHA Plan, MTW Waivers and the Public Process

June 27, 2024, 2:00 – 4:00 pm EDT

The MTW Supplement – How to Submit Your First MTW Supplement

July 25, 2024, 2:00 – 4:00 pm EDT

6. Transitioning MTW Expansion 50058 Form Data to HIP



- MTW agencies must:
 - Report using HUD-50058 MTW Expansion form in new HIP system for those households that MTW flexibilities are being applied to (will continue to use the HUD-50058 for other households)
 - Migrate tenant and public housing building and unit data, if applicable, to HIP
 - Additional information regarding transitioning to HIP will be available shortly

Upcoming Webinar!
HUD-50058 MTW Expansion Form Changes
September 19, 2024, 2:00 – 4:00 pm EDT

Set up Research, Coordinate with PD&R, Train PHA Staff



- Attend meetings with PD&R (as necessary)
- Set up research, in coordination with PD&R, on MTW activities (as necessary)
- Train PHA Staff on:
 - MTW Activities
 - Hardship Policies

MTW Expansion – Illustration of Implementation Timeline & Steps



In the timeline examples below, PHA A, B, and C, show the essential steps that must be completed to begin implementation.

Key Milestones/ Potential Timeline Options	Receive Selection Letter	Step 1: ACC Amendment Executed	Step 2: Prepare Agency Finances	Step 3: Public Process	Step 4/5: Submit MTW Supplement/ Receive Approval	Step 6: Transfer MTW Expansion 50058 Data to HIP
PHA A	Mar	May	June	July/ Aug	Sept/ Oct	Sept – Nov
PHA B	Mar	June	July	Aug / Sept	Oct/Nov	Oct – Dec
PHA C	Mar	July	August	Sept/ Oct	November	January

NOTE: Although the timelines for each PHA may vary, the order of steps 1-6 will remain the same for all; however, steps 1, 2, and 3 could happen simultaneously and potentially shorten the overall timeline.

Six Steps - At A Glance



<p>Step 1: Complete & Execute the MTW ACC Amendment</p> <ul style="list-style-type: none"> Review the MTW ACC Amendment with PHA Board Receive PHA Board approval, sign, and submit the MTW ACC Amendment to HUD HUD will review, sign (aka execute) and date the MTW ACC Amendment and return it to the PHA. <p>Remember: Execution of the MTW ACC Amendment by HUD will be the PHA’s official entry date to the MTW Demonstration</p>	<p>Step 2: Prepare your Agency’s MTW Finances</p> <ul style="list-style-type: none"> Familiarize agency staff with reporting guidance specific to MTW agencies Review the helpful resources attachment to the Welcome letter Attend the MTW finance webinars: <ul style="list-style-type: none"> MTW Funding Flexibility (Reporting) Part 1 – May 9, 2024 MTW Funding Flexibility (Financial Policies and Procedures) Part 2 – May 30, 2024 MTW PHAs are subject to 2 CFR Part 200 requirements. 	<p>Step 3: Conduct Public Process/Develop MTW Supplement to the Annual PHA Plan</p> <ul style="list-style-type: none"> Develop and complete the initial plan for the MTW Activities that the PHA has determined it intends to implement. Attend the MTW Supplement to the Plan, MTW Waivers and the Public Process webinar – June 27, 2024 Hold the public hearing(s) regarding the MTW Supplement, discuss potential MTW activities with program participants, gather public feedback and finalize the PHA’s program.
<p>Step 4: Submit the MTW Supplement</p> <ul style="list-style-type: none"> Attend the MTW Supplement – How to Submit your First MTW Supplement webinar – July 25, 2024 Complete and submit the MTW Supplement to the PHA Plan at the same time as the PHA’s Annual Plan (or Annual Plan Amendment) is submitted to the Field Office. <p>Remember: The MTW Supplement is submitted via the online system.</p>	<p>Step 5: Receive HUD Approval</p> <ul style="list-style-type: none"> HUD approval will be provided via letter from your HUD field office. HUD approval must be received prior to implementing MTW activities. Attend MTW Office Hours – August 22, 2024 	<p>Step 6: Transition MTW Expansion 50058 Data to HIP</p> <ul style="list-style-type: none"> MTW Expansion agencies must report using HUD-50058 MTW Expansion form in the new HIP system for those households to which MTW flexibilities are being applied. Attend HUD-50058 Expansion Form Changes webinar – September 19, 2024 Additional information regarding transitioning to HIP will be available shortly

Begin MTW Activity Implementation

Questions?

Resources



- MTW Selection Notice, Welcome Letter, Timeline, and Resources
- MTW Operations Notice
 - <https://www.hud.gov/sites/dfiles/PIH/documents/FinalMTWExOpsNoticePartVIWeb.pdf>
- Moving to Work page on hud.gov
 - <https://www.hud.gov/mtw>
- Moving to Work Expansion page
 - <https://www.hudexchange.info/programs/mtw/>
- MTW Expansion Training
 - <https://www.hudexchange.info/programs/mtw/mtw-expansion-training/welcome/>
- MTW Expansion Webinars
 - <https://www.hudexchange.info/trainings/moving-to-work-expansion-webinar-series/>

Upcoming MTW Flexibility II Cohort Onboarding Webinars



Session Name/Topic	Session Date	Session Time
MTW Funding Flexibility (Reporting) Part 1	May 9, 2024	2:00 - 4:00 PM ET
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Office Hours	August 22, 2024	2:00 - 4:00 PM ET
HUD – 50058 MTW Expansion Form Changes	September 19, 2024	2:00 - 4:00 PM ET

Thank you!