



MOVING TO WORK (MTW)
Annual Plan

FY 2026

HACP BOARD APPROVAL: SEPTEMBER 25, 2025

HUD SUBMISSION: OCTOBER 9, 2025

Housing Authority City of Pittsburgh

BOARD OF COMMISSIONERS

Wasi Mohamed, Chair

Jala Rucker, Vice Chair

Janet Evans

Valerie McDonald Roberts

Khari Mosely

Charlise Smith

Tammy Thompson

EXECUTIVE DIRECTOR

Caster D. Binion

Adopted by the HACP Board of Commissioners: September 25, 2025

HUD MTW Office Submission: October 9, 2025

HUD MTW Office Approval: Pending

Table of Contents

Table of Contents	3
I. MOVING TO WORK (MTW) VISION AND STRATEGIC GOALS.....	5
A. Moving to Work (MTW) Overview	5
B. HACP Moving to Work (MTW) Vision and Overview.....	5
C. Moving to Work Strategic Goals and Objectives.....	7
Long-Term Strategic Goals and Objectives	7
Short-Term Strategic Goals and Objectives	26
II. GENERAL HOUSING AUTHORITY OPERATING INFORMATION.....	28
A. Housing Stock Information	28
B. Leasing Information	36
C. Waiting List Information	39
III. PROPOSED MOVING TO WORK (MTW) ACTIVITIES: HUD-APPROVAL REQUESTED	41
IV. APPROVED MOVING TO WORK (MTW) ACTIVITIES: HUD APPROVAL PREVIOUSLY GRANTED	42
A. Implemented Activities.....	43
B. Not Yet Implemented Activities.....	83
C. Activities On Hold	83
D. Closed-Out Activities	83
E. Other Activities	84
V. PLANNED APPLICATION OF MTW FUNDS	86
A. Planned Application of MTW Funds	86
B. Planned Application of PHA Unspent Operating Fund and HCV Funding	89
C. Local Asset Management Plan (LAMP).....	91
D. Rental Assistance Demonstration (RAD) Participation.....	92
VI. ADMINISTRATIVE.....	93
A. Board Resolution and Certifications of Compliance.....	93
B. Documentation of Public Process.....	98
C. Planned and Ongoing Evaluations	99
D. Lobbying Disclosures	99

VII. APPENDICES	103
A. Appendix I. Local Asset Management Plan (LAMP).....	103
B. Appendix II. Units Approved for Homeownership Disposition	106
C. Appendix III. HACP Homeownership Program	111
D. Appendix IV. MTW Activities Hardship Case Criteria	144

I. MOVING TO WORK (MTW) VISION AND STRATEGIC GOALS

A. Moving to Work (MTW) Overview

The Moving to Work (MTW) program is a federal demonstration initiative operated by the U.S. Department of Housing and Urban Development (HUD) that provides designated Public Housing Authorities (PHAs) to include the Housing Authority City of Pittsburgh (HACP), the flexibility to design and test innovative strategies that improve housing services and outcomes for families. MTW agencies can streamline operations, create locally tailored housing programs, and shift resources to where they're needed most. The program focuses on three (3) key goals: increasing housing choice, promoting self-sufficiency, and improving cost-effectiveness in housing operations.

B. HACP Moving to Work (MTW) Vision and Overview

The HACP was designated by HUD as a MTW agency in 2001, granting flexibility to design innovative, locally tailored housing strategies. As the largest housing provider in the City of Pittsburgh, the HACP remains steadfast in its mission by creating safe, affordable housing in conjunction with comprehensive support services, attentive property management, and forward-thinking real estate development strategies. In FY 2025, the HACP continues to serve more than 25,000 Pittsburghers of whom reside in HACP-owned or supported housing – including seniors, individuals with disabilities, veterans, children, and low-income working families.

Since 1937, the HACP has helped families access stable housing through a variety of HUD-funded programs, including Low-Income Public Housing (LIPH), Mixed-Finance Developments, and the Housing Choice Voucher (HCV) Program. As of June 2025, over 8,000 households receive HCV assistance through payments made to approximately 1,500 landlords or reside in LIPH or Mixed-Finance units that are owned, and in some cases managed, by the HACP. These programs form a vital safety net in a city where housing costs continue to rise beyond the reach of many residents, reinforcing the importance of the HACP's cost-effective strategies to increase access and affordability in line with its MTW goals.

The HACP collects a comprehensive set of demographic data and shares it in a weekly dashboard with staff and the Board of Commissioners. This data supports informed decision-making and helps ensure that both long- and short-term goals are addressed.

Throughout FY 2024 and 2025, the HACP has expanded its affordable housing portfolio through new development initiatives that include mixed finance housing, gap financing, acquisition, Rental Assistance Demonstration (RAD) conversions, Project-Based Vouchers (PBVs), and the Choice Neighborhood Initiative Grant (CNIG) Program. The HACP's commitment to neighborhood revitalization and housing equity was recognized in FY 2023 with a \$50 million CNIG from HUD, which will support the transformation of the Bedford Dwellings / Hill District community.

In tandem with physical development, the HACP prioritizes resident well-being and economic mobility. Programs such as Family Self-Sufficiency (FSS), Resident Opportunity and Self-Sufficiency (ROSS), and initiatives led by the Resident Self-Sufficiency (RSS) Department offer services to include job readiness, parenting classes, youth programming, and tenant council advocacy. These efforts are designed to equip families with the tools needed to achieve long-term independence and stability.

The HACP also supports families transitioning from renting to homeownership through its Homeownership Program and assists vulnerable populations – such as formerly homeless individuals and veterans – through Special Purpose Vouchers to include the Veterans Affairs Supportive Housing (VASH) and Emergency Housing Vouchers (EHV). These efforts reflect the HACP's holistic approach to housing therefore, creating not just units, but opportunities for lasting transformation.

At its core, the HACP is working to change the face of affordable housing in Pittsburgh by building strong communities, expanding housing choice, and providing residents the tools they need to thrive.

C. Moving to Work Strategic Goals and Objectives

Long-Term Strategic Goals and Objectives

The HACP's long-term strategic vision is anchored in three (3) pillars: repositioning the housing stock, promoting resident self-sufficiency, and expanding housing choice as follows:

1. **Reposition the HACP's housing stock to preserve and expand affordable housing options and stabilize neighborhoods.** These efforts are designed to result in housing that is competitive in the local housing market, is cost-effective to operate, provides a positive environment for residents, and provides broader options of high-quality housing for low-income families.
2. **Incorporate programs and services for residents that align with HUD policies.** Self-sufficiency is the goal for all motivated individuals who are able to work and to work with the elderly and disabled families to create positive and healthy independent living situations while aging in place.
3. **Increase housing choices for low-income families** through initiatives designed to increase the quality and quantity of housing available to households utilizing tenant-based rental assistance and other available resources.

Each long-term goal is paired below with FY 2026 short-term objectives.

Repositioning and Preservation of Housing Stock

<p>Long-Term Goal: Reposition the HACP's housing stock to compete in the local market, stabilize neighborhoods, improve operational efficiencies, and expand housing choices for low-income families.</p>
--

Since HACP's designation as an MTW agency in 2001, the HACP has prioritized the transformation of its housing portfolio by preserving successful development, redeveloping distressed properties, and integrating mixed-income communities throughout the City of Pittsburgh, often through public-private partnerships.

Repositioning through Redevelopment and Mixed-Income Communities

Over the past three (3) decades, the HACP has undertaken multiple successful redevelopment projects – including Bedford Hill, Oak Hill, Garfield Commons, Cornerstone Village, Skyline Terrace, Bedford Dwellings, and Allegheny Dwellings Sandstone Quarry – that blend public, affordable, and market-rate units. These projects have reduced densities, integrated affordable housing into broader neighborhood revitalization, and enhanced market competitiveness.

Though redevelopment has reduced the number of traditional public housing units, these have been replaced with deeply affordable units supported by Low-Income Housing Tax Credits (LIHTC), Project-Based Vouchers (PBV), Project-Based Rental Assistance (PBRA), and Choice Neighborhood Initiative's (CNI) one-for-one replacement requirements. Traditional HCVs further extend housing options to the private rental market.

Exploring RAD Conversions to Preserve Affordability

To further preserve and stabilize its housing stock, the HACP is actively converting select public housing units under HUD's Rental Assistance Demonstration (RAD) Program. RAD enables long-term sustainability of public housing units by transitioning them to PBRA or PBV platforms while leveraging private and public funding for rehabilitation or transfer of assistance through new construction of replacement housing units.

RAD Conversions to Date

- **Glen Hazel Family & High Rise** – Converted in 2018, with all rehabilitation and relocation completed in 2020
- **Oak Hill Phase I and Wadsworth** – Converted in 2017; replacement of obsolete 1940s units are pending funding
- **Manchester Redevelopment** – Closed May 2024; 86 units converting to PBV, with rehabilitation completion expected in 2026
- **New Pennley Place Phase I** – Closed January 2025; 38 units converting to PBV, with rehabilitation completion expected in 2026
- **Bedford Dwellings Choice Neighborhoods Redevelopment** – Phase II was approved for 103 PBRA units and financial closing with delayed conversion agreement in June 2025 (under construction). Phase III is approved for 33 RAD PBV units and its financial closing is targeted for April 2026. Remaining public housing units will also be developed with RAD PBV conversions in multiple phases by 2032.

The HACP may also pursue *Restore Rebuild* (formerly Faircloth-to-RAD) development to increase its affordable housing stock through acquisition or new construction of units eligible under its Restore Rebuild cap. However, it is contingent upon assurance of receiving a new funding stream of operating subsidies for new *Restore Rebuild* low-income units, in addition to HUD's current Public Housing and HCV program funding.

Development through Acquisition and Partnerships

To increase the affordable housing supply, especially in high-opportunity neighborhoods, the HACP invested \$5.2 million in program income from 2023 to 2025 to acquire single-family, townhouse, and multi-family properties that have and will be converted to low-income public housing. This acquisition strategy will continue in FY 2026 as funding permits.

The HACP also actively builds public-private partnerships to support the development of mixed-income multifamily and homeownership units, including CNI replacement housing, CNI critical community improvement activities, and other MTW initiatives.

The HACP's repositioning efforts are ongoing and reflect a coordinated strategy to preserve affordability, reduce density, and create vibrant, mixed-income communities. The following tables highlight key development and redevelopment efforts across the housing portfolio.

The following charts describe HACP's acquisition, disposition, repositioning, and development plans.

Public Housing and / or Mixed Finance Development and Redevelopment				
Project Name	Planned Number of Units	Expected Completion Year	Tax Credit Details	Project Status
Bedford Dwellings Redevelopment				
Overview: ARMDCC and partners are implementing redevelopment using LIHTC, RAD PBRA, PBV/Gap Financing, and CNIG, among other funding sources.				
• Phase I - Francis Street	123 (90 PBV)	Q3 2025	4% and 9%	Under construction
• Phase II - Somers Drive	180 (103 PBRA)	2027	4% and 9%	Under Construction
• Phase III	65 (33 PBV)	2028	9%	Pre-Development
• Phase IV – Off-site (TBD)	85 (32 PBV)	2029	TBD	Site selection process and planning for Choice Neighborhoods replacement housing development
• Phase V – Chauncey Drive	126 (57 PBV)	2032	TBD	Resident relocation and planning under Choice Neighborhoods replacement housing development

Northview Heights Redevelopment

Overview: This development will replace deteriorating Northview Highrise (demolition planned post-completion of Northview Midrise in 2027).

The HACP will pursue the acquisition, re-development, or construction of housing on alternative off-site real estate as well as PBV/Gap Financing development projects throughout the City of Pittsburgh for the development of additional replacement units.

- **Midrise** 43 (Public Housing) 2026 4% This mixed-use building will also contain approximately 4,500 square feet of HACP-owned commercial space on the first floor.
- **Community Center** N/A 2026 N/A The HACP also plans to develop a new multi-purpose community center building including offices, resident supportive program space, community rooms, and a recreational facility.

Manchester Redevelopment (RAD)	86 (RAD PBV)	2026	4%	Manchester, a former HOPE VI mixed-finance development acquired by the HACP in 2016, was approved for RAD conversion to PBV by HUD in May 2020. The property was officially converted to PBV in May 2024. Rehabilitation work is now underway and will be completed by 2026.
New Pennley Redevelopment (RAD)	136 (38 RAD PBV & 5 Non-RAD PBV)	2026	N/A	New Pennley Place, a 20-year-old mixed-finance rental community in East Liberty, converted the public housing units to RAD PBV in January 2025. Rehabilitation work is now underway and will be completed by the end of 2025.
Oak Hill Redevelopment (RAD)	80 (RAD PBRA)	TBD	9%	The Oak Hill redevelopment involves replacing long-vacant Major Reconstruction of Obsolete Properties (MROP) units. HUD has approved a Converted Awaiting Transfer request, allowing early demolition of these units. The current owner entity plans to carry out demolition as part of a broader tax credit redevelopment effort. In 2026, the HACP intends to request HUD approval to dispose of select parcels in the neighborhood, which would then be overseen by the owner entities managing the Oak Hill mixed-income community. The MROP replacement units will consist of two (2) subphases containing 41 and 39 replacement units, respectively.

New Development

Project Name	Planned Number of Units	Expected Completion Year	Tax Credit Details	Project Status
City's Edge Residential Development	110 (92 PBV/LIHTC, including 43 Bedford CNI replacement units and 18 market rate)	2026	4 and 9%	City's Edge, located in the Uptown neighborhood of the city, is a new construction, mixed-use, and mixed-income 6-story elevator building. The commercial component of the property may include a parking garage, a MBE/WBE incubation space, medical care facility, and a business center. This project is under construction.

Property Acquisition, Demolition, and Disposition

Project Name	Number of Units	Type / Use	Status / Notes
Eleven (11) Unit Acquisition	11	Scattered site (2-3 BR); multifamily & single family	Acquired in 2022 with non-federal funds. HUD approved the acquisition/development proposal in 2025.
330 46th Street Acquisition	23	Existing market-rate multifamily	Acquired in 2023; proposal to convert to public housing was submitted Q2 2025 and is pending HUD approval.
Christopher A. Smith Terrace Acquisition	37 (25 public housing and 12 tax credit only)	Senior housing (LIHTC/ public housing)	The property was developed as a mixed-finance development in 2001 with HACP's financial support. In Q4 2024, the HACP submitted an ownership change proposal and evidentiary to acquire the property to preserve the low-income senior housing in the Hill District neighborhood. The HACP awaits HUD's final approval.
St. Clair Village Disposition	N/A	Former Public Housing site	Disposition application was submitted in January 2022; pending updated URA funding commitment.
Bedford Dwellings (Somers Drive section)	98	Redevelopment	The Somers Drive section will be demolished for CNI replacement housing development (Bedford Phase III RAD PBV) pending resident relocation and HUD's demolition approval.
700 Lillian & 802 Stanhope Street Disposition	2	Scattered Site	Due to the disconnection from the community, cost prohibitive rehabilitation and non-capability with Public Housing, the HACP prepares demolition/disposition applications for these sites.
744-746 & 750-752 Litchfield St	4	Scattered Site	A physical needs assessment is being conducted to determine if rehabilitation is cost prohibitive. HACP will submit a demolition/disposition application.

2104-2106 Lowrie St	2	Scattered Site	HACP acquired the duplex in 2025 with non-federal funds. An acquisition/development proposal is being prepared to request HUD's approval to convert the market rate units into low-income public housing units.
Previous HACP Office Disposition	N/A	Administrative office (John P. Robin Civic Building)	Central office relocated to 412 Boulevard of the Allies in June 2023. HUD disposition approval received June 23, 2023; the approval buyer, Urban Redevelopment Authority of Pittsburgh (URA), has been delaying the acquisition due to feasibility of their redevelopment plan for this property. HACP receives quarterly updates from the URA.
Restore Rebuild Exploration	TBD	New affordable housing	Potential tool for future RAD development activities
Single Family Homes Pilot and Partnership Programs	TBD	Homeownership; Section 32	Exploring opportunities to construct or acquire/rehabilitate single-family homes for sale in partnership with Purchase and Resale Entities under HUD Section 32 Homeownership guidelines.
Veterans Affairs Supportive Housing (VASH) PBVs	TBD	Supportive housing for veterans	Exploring new development opportunities using VASH PBVs to expand affordable housing for low-income veterans
Surplus Property Sales (SPS) Program	25+ parcels*	Vacant land	Designed to offload vacant land never used with a DOFA and reduce maintenance cost; 8 parcels have interested buyers and sales anticipated Q4 2025. Disposition application was submitted to HUD in May 2025 and waiting for approval. HACP plans to disposition more surplus vacant land to the city land bank, URA, adjacent property owners, or other community nonprofit organizations.

Scattered Site Improvement Planning and Implementation

The HACP will continue to review various asset management, housing acquisition, and rehabilitation options to improve the quality and quantity of housing stock and preserve long-term affordability of scattered site units. The HACP will utilize internal resources through the Development and Modernization Department in coordination with other developers/contractors, as necessary.

The HACP has and will continue to purchase existing residential properties (e.g., single-family, townhouses, and apartment buildings) in opportunity neighborhoods. These properties will utilize either low-income public housing operating subsidy, PBV, or PBRA subsidy platforms to provide more housing choice in the City of Pittsburgh.

*The identified parcels in the Surplus Property Sales (SPS) Program are as follows:

Property Address	Parcel ID	Type	Acres
190 Webster Ave, 15219	0-J-6	Land	0.0321
Webster Ave, 15219	10-J-7	Land	0.0271
Webster Ave, 15219	10-J-7-A	Land	0.0228
Webster Ave, 15219	10-J-9	Land	0.033
Trent St, 15219	10-J-82	Land	0.0278
7 Trent St, 15219	10-N-13	Land	0.0278
9 Trent St, 15219	10-N-14	Land	0.0278
11 Trent St, 15219	10-N-15	Land	0.0268
Webster Ave, 15219	10-N-97	Land	0.0306
1811 Cliff St, 15219	9-M-127	Land	0.0204
Ledlie St, 15219	9-M-173	Land	0.021
1858 Cliff St, 15219	9-M-180	Land	0.0630
25 Monaca Pl, 15219	9-M-195-A	Land	0.0421
1830 Cliff St, 15219	9-M-195-B	Land	0.0267
0 Monaca Pl, 15219	9-M-202	Land	0.0301
0 Monaca Pl, 15219	9-M-203	Land	0.0331
0 Monaca Pl, 15219	9-M-204	Land	0.0152
2 Monaca Pl, 15219	9-M-206	Land	0.0152
Monaca Pl, 15219	9-M-207	Land	0.0165
Bedford Ave, 15219	9-M-258	Land	0.0154
58 Monaca Pl, 15219	9-M-277	Land	0.0220
1911 Webster Ave, 15219	9-M-334	Land	0.0612
1819 Enoch St, 15219	9-S-231	Land	0.0129
1815 Enoch St, 15219	9-S-231-A	Land	0.0129
1817 Enoch St, 15219	9-S-231-B	Land	0.0124
1844 Bedford Ave, 15219	9-S-66	Land	0.1458

Project Based Voucher (PBV) Gap Financing New Construction and Rehabilitation Request for Proposal (RFP) Awards (with no AHAP in place)

Project Name	Developer Name	Award Year	Planned Number of Units	Expected Completion Year	Gap Financing Details	Project Status
Fifth & Dinwiddie	Bridging the Gap Development LLC	2019	103 (51 PBV)	2027	\$7,675,000	Pre-development with a financial closing in 2025
North Homewood Avenue	McCormick Baron Salazar	2023, Round 1	58 (25 PBV)	March 2027	\$2.5 million	Pre-development with a financial closing in 2025

Smithfield Lofts	Woda Cooper Companies, Inc.	2023, Round 2	46 (16 PBV)	2027	\$1.6 million	Pre-development with a financial closing in 2025
Melwood Apartments	Rising Tide Partners	2024	23 (23 PBV)	2027	\$1,145,459	Pre-development with a financial closing in 2025
Carson Square Apartments	Standard Communities	2023, Round 2	54 (8 PBV)	2027	\$720,000	Pre-development with a financial closing in 2025
HG1 - Lytle	Trek Development Group	2023, Round 2	50 (25 PBV)	2027	\$2 million	Pre-development with a financial closing in 2025
HG2 - Blair	Trek Development Group	2024	15 PBV	2026	\$1.2 million	Pre-development with a financial closing in 2026.
120 Cecil Way	Beacon Communities LLC	2024	49 PBV	June 2027	\$3.05 million	Pre-development with a financial closing in 2025
427 Seventh Avenue	CHN Housing Partners	2024	25 PBV	September 2027	\$1.5 million	Pre-development with a financial closing in 2026
Carrick Senior Apartments	CHN Housing Partners	2024	50 PBV	TBD	\$720,000	Conditional approval contingent on 9% LIHTC award. Pre-development with a financial closing in 2026
Ross Loft Apartments	Woda Management and Real Estate, Inc.	2024	15 PBV	TBD	TBD	Conditional approval contingent on 9% LIHTC award. Pre-development with a financial closing in 2026
209 9th St & 800 Penn Ave	Hullett Properties	2024	86 PBV	September 2025	\$3 million	Turnkey acquisition. Pre-development with a financial closing in Fall 2025.
May Building	Beacon Communities	2023	20 PBV	2026	N/A – PBV only RFP	Pre-development with a financial closing in 2025.

Project Based Voucher (PBV) Existing Housing Request for Proposal (RFP) Awards

Project Name	Developer Name	Award Year	Planned Number of Units	Expected HAP Contract Signing Year	Project Status
Communion	Communion, LLC	2024	6 PBV	2026-2027	Pending
Half the Battle	Half the Battle, LLC	2024	4 PBV	2026-2027	Pending
Hill Top Villas	Hill Top Villas, LLC	2024	30 PBV	2026-2027	Pending
Venson Senior Lofts	Trek Development Group	2024	8 PBV	2026-2027	Pending
Park Hill Drive	Trek Development Group	2024	4 PBV	2026-2027	Pending
Fairmont Apartments	Fairmont Apartments, LP	2024	10 PBV	2026-2027	Pending
SOHO Commons	Fulani Development Group	2024	8 PBV	2026-2027	Pending
North Aiken Senior Apartments	North Aiken Senior Apartments, LP	2024	14 PBV	2026-2027	Pending

PBV/Gap Financing Program (Future RFPs)

The HACP plans to continue the PBV/Gap Financing program to select development projects to utilize the HACP's PBV/Gap Financing program is subject to budget availability. This program represents an opportunity to leverage the investment in affordable units by the HACP.

Leveraging Financing for Redevelopment and Preservation

The HACP utilizes a diverse mix of traditional and MTW-authorized financing strategies to recapitalize and redevelop affordable housing assets. These include, but are not limited to:

- Low Income Housing Tax Credits, (LIHTC), Historic Tax Credits, Tax Exempt Bonds, and Pennsylvania Housing Finance Agency's (PHFA) loan programs
- Federal Infrastructure and Housing Trust Fund dollars
- CDBG, HOME, and PA Department of Community and Economic Development funds
- HUD programs (RAD, Section 30, PBV, PBRA, FHA-insured loans)
- MTW-authorized tools: Step Up to Market, Gap Financing, and Local Blended Subsidy

Local Blended Subsidy allows the HACP to blend MTW block grant and public housing operating funds to support debt service and operating costs in new mixed-finance developments. Local Blended Subsidy is planned for use at Northview Midrise and future HUD-approved projects, enabling higher-quality operations and long-term sustainability while maintaining public housing compliance.

The charts on the following pages show projected sources and uses of capital funds over the next five (5) years. All numbers reflect projected obligations (not expenditure) and are subject to change based upon funding levels and opportunities, financial and real estate market conditions, new or changing regulations or requirements, or other unforeseen developments.

FY 2026 Focus Areas:

- Advance key redevelopment projects, including but not limited to, Bedford Dwellings Choice Neighborhoods replacement housing development, City's Edge, Allegheny Dwellings, Northview Midrise, and Manchester Redevelopment.
- Continue acquisition of scattered-site properties to expand housing choice in underserved areas.
- Utilize the HACP's Step Up to Market Financing Program to support additional mixed-income redevelopment and modernization projects.
- Continue implementation of the PBV/Gap Financing Program to assist private and non-profit developers in preserving and creating deeply affordable units citywide.
- Partner with the Pittsburgh Urban Redevelopment Authority (URA) to expand affordable homeownership through Section 32, OwnPGH, and first-time homebuyer programs for residents up to 80% AMI.
- Track and improve energy efficiency in existing housing stock using tools such as the EPA Energy Star Portfolio Manager to align with the City of Pittsburgh's Climate Action Plan by 2030 goals.
- Sustain long-term preservation through strategic reinvestment in existing units, modernization of building systems, Local Blended Subsidy, and conversion to PBRA or PBV platforms where appropriate.
- Plan for a long-term development pipeline beyond 2026, using a data-informed asset management strategy.

The following charts illustrate projected capital sources and uses over the next five (5) years, aligned with the HACP's redevelopment and preservation strategies. These projections provide a financial framework for the priorities outlined above. All numbers reflect projected obligations (not expenditure) and are subject to change based upon funding levels and opportunities, financial and real estate market conditions, regulatory changes, or other unforeseen developments.

Sources	Projected Sources	2026	2027	2028	2029	2030	5-Year Subtotals
	MTW Funding (HCV)	6,821,368	6,821,368	6,821,368	2,095,750	6,821,368	29,381,212
	CFP Projected Future Funding	10,758,458	10,758,458	10,758,458	10,758,458	10,758,458	53,792,290
	Program Income	2,119,672	4,500,000	0	0	2,000,000	8,619,672
	MTW Reserves	5,982,529	22,696,060	4,229,980	0	12,847,433	45,756,002
	CN Implementation Grant	7,300,000	9,000,000	11,400,000	4,400,000	2,400,000	34,500,000
	Total All Projected Sources	32,982,027	53,775,886	33,209,806	17,254,198	34,827,259	174,049,176

Uses	Proposed Uses	2025	2026	2027	2028	2029	5-Year Subtotals
	Subtotal Development	27,000,000	38,400,000	23,400,000	11,400,000	25,300,000	125,500,000
	Subtotal Modernization	5,982,027	15,375,886	9,809,806	5,854,198	9,527,259	46,549,176
	Total All Proposed Uses	32,982,027	53,775,886	33,209,806	17,254,198	34,827,259	172,049,176

DEVELOPMENT USES

Name	2026	2027	2028	2029	2030	5 Year Total
Bedford Redevelopment Phase 3 (Somers Drive)	5,000,000	0	0	0	0	5,000,000
Bedford Redevelopment Phase 4 (Herron Avenue)	3,000,000	10,500,000	0	0	0	13,500,000
Bedford Redevelopment Phase 5 (Chauncey Drive)	0	0	2,000,000	6,000,000	18,000,000	26,000,000
CNIG for Bedford Dwellings Housing Development	5,000,000	9,000,000	2,000,000	0	2,000,000	18,000,000
CNIG for Bedford Dwellings Admin Fee & Other Fees/Costs	300,000	300,000	300,000	300,000	200,000	1,400,000
CNIG for Bedford Dwellings People Program	1,00,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
CNIG for Bedford Dwellings Neighborhood CCI Program	1,00,000	1,100,000	1,100,000	1,100,000	1,100,000	5,400,000
Northview Midrise Apartment	6,200,000	0	0	0	0	6,200,000
Northview Heights Community Center	2,000,000	7,000,000	0	0	0	700,000
Northview Highrise Remediation/Demolition	0	5,500,000	0	0	0	5,500,000
Acquisition/Rehabilitation	1,000,000	2,000,000	1,000,000	1,000,000	1,000,000	6,000,000
Garfield Commons Resyndication/ Rehabilitation	500,000	0	0	0	0	500,000
Allegheny Dwellings Redevelopment Phase 2	2,000,000	2,000,000	14,000,000	0	0	18,000,000
PBV/Gap Financing Program	0	2,000,000	2,000,000	2,000,000	2,000,000	8,000,000
Total	27,000,000	38,400,000	23,400,000	11,400,000	25,300,000	119,200,000

MODERNIZATION USES

AMP & Development Name	2026	2027	2028	2029	2030	5 Year Total
AMP-01 Addison Terrace / Additions (201 Kirkpatrick St / Central Maintenance)	1,300,000.00	160,527.28	6,375.00	8,068.02	41,086.84	1,516,057.14
AMP-02 Bedford Dwellings	0.00	361,157.49	361,157.49	9,379.60	0.00	731,694.58
AMP-15 Pennsylvania Bidwell	115,101.58	614,397.85	98,898.16	23,967.09	199,192.80	1,051,557.48
AMP-17 Pressley St High Rise	495,107.11	313,980.31	1,325,224.33	94,316.06	499,757.70	2,728,385.51
AMP-05 Allegheny Dwellings	318,937.00	1,477,369.50	1,867,286.47	568,033.42	946,060.62	5,177,687.01
AMP-09 Northview Heights	28,791.15	4,020,964.85	930,924.36	376,384.35	4,204,519.55	9,561,584.26
AMP-20 Homewood North	0.00	1,055,021.19	1,213,322.26	961,257.04	517,431.30	3,747,031.79
AMP-22/39 Scattered Sites North/South	619,502.59	2,604,452.02	1,045,934.99	714,063.91	621,377.51	5,605,331.02
AMP-31 Murray Towers	0.00	0.00	0.00	350,522.83	24,895.20	375,418.03
AMP-73 Christopher Smith	500,000.00	500,000.00	0.00	0.00	0.00	1,000,000.00
AMP-40 Mazza Pavilion	0.00	110,737.76	373,036.02	77,378.63	48,909.83	610,062.24
AMP-41 Caliguiri Plaza	4,018.80	627,975.50	16,493.80	65,606.64	530,839.38	1,244,934.12
AMP-44 Finello Pavilion	578,002.32	350,674.89	163,888.80	81,628.74	686,619.76	1,860,814.51
AMP-45 Morse Gardens	0.00	543,565.84	204,975.16	52,702.80	20,109.55	821,353.35
AMP-46 Carrick Regency	7,810.00	397,632.66	57,726.79	489,106.70	50,610.18	1,002,886.33
AMP-47 Gualtieri Manor	45,592.25	268,264.18	175,397.60	12,617.10	87,748.52	589,619.65
AMP-999 Authority Wide	1,969,165.00	1,969,165.00	1,969,165.00	1,969,165.00	1,048,100.00	8,924,760.00
Total	5,982,027.80	15,375,886.32	9,809,806.23	5,854,197.93	9,527,258.74	46,549,177.02

Promote Self-Sufficiency Opportunities for LIPH and HCV Residents

Long-Term Goal: Promote self-sufficiency opportunities that stimulate and motivate residents in LIPH and HCV to improve their living situations.

The HACP is committed to continuing the pursuit of programs and policies that promote self-sufficiency and independent living. A myriad of services and policy adjustments have been made to accommodate individuals that are considered able bodied, non-elderly and disabled family members alike. The HACP remains constant in helping families increase their economic independence through educational attainment, training, and certifications while making career changes that improve their trajectory in employment and careers. The HACP continues to measure its desired outcomes to align with HUD federal regulations and guidelines with cost effective measures.

To support households in achieving independence, long-term housing stability, and upward mobility, the HACP continues to implement and enhance a range of supportive services and policies aligned with MTW statutory goals. These strategies are designed to encourage economic self-sufficiency, support success tenancy, and fill critical service gaps for families ,seniors, and youth across the Public Housing and HCV programs.

Resident Self-Sufficiency Programs

The HACP's Resident Self-Sufficiency (RSS) Department coordinates a network of initiatives and services that support residents in preparing for, seeking, and maintaining employment; building financial literacy; and accessing health, education, and family support services. Key program areas include:

- Family Self-Sufficiency (FSS)
- Resident Employment Program (REP)
- Resident Opportunities for Self-Sufficiency (ROSS)
- Computer Literacy and Digital Access Programs
- Resident Relations and Community Liaison Services
- Clinical Coordinator and Referral Management

Together, these programs assist residents across the Public Housing and HCV portfolios with employment readiness, education, digital equity, reentry support, and family services. Seven (7) full-time Service Coordinators are supported through HUD's FSS and ROSS grants. In calendar year 2022 alone, the RSS Department leveraged \$1.94 million in resources and is on track to exceed that in 2023.

The HACP also operates or supports a range of specialized and partner-led programs, including:

- Clean Slate E3 Scholarship Program
- Creative Arts Corner (a state-of-the-art A/V studio at Northview Heights)
- Bedford EnVision Center
- Youth enrichment, summer meals, literacy, and STEM programs
- Parenting, food security, and health education services

Policy Enhancements for Self-Sufficiency

The HACP continues to explore and adopt MTW policy flexibilities that support self-sufficiency. This includes the Modified Rent Policy that incentivizes participation in the FSS program, and proposed future policy adjustments such as:

- Increasing minimum rent for able-bodied adults not participating in employment or FSS programs after one (1) year
- Creating partnerships with schools to promote attendance, academic achievement, and school-based incentive programs

A recently updated and HUD-approved FSS Action Plan also governs the implementation and administration of the FSS program, ensuring consistency and compliance in service delivery.

Community Partners

To maximize impact, the HACP works with a wide network of community-based organizations, nonprofits, educational institutions, government agencies, and healthcare providers. These partnerships provide in-kind services and co-deliver programming to residents. A selection of these partners is listed in the chart below.

Ebenezer Outreach Ministry	Community Empowerment Association (CEA)	Jeremiah's Place	Pittsburgh Community Services, Inc. (PCSI)
412 Food Rescue	Councilman Bobby Wilson	Jerome Bettis Bus Stops Here Foundation	Pittsburgh Financial Empowerment Center (FEC)
A Philip Randolph Institute	Creating Arts Corner Partners	Josh Gibson Foundation	Pittsburgh Fire Department
ABK Learning Center	Davis Consulting Solutions (DCS)	League of Women Voters of Greater Pittsburgh	Pittsburgh Job Corp
Allegheny County Department of Aging	Diversified Health	Life Pittsburgh	Pittsburgh Bureau of Police

American Red Cross	Dollar Bank	Light House Cathedral	Pittsburgh Public Schools
Arlington Heights Tenant Council	Dress for Success	Macedonia Family and Community Enrichment Center, Inc. (FACE)	PNC Bank
Bethany House Ministries	Driver's Education	McAuley Ministries Foundation	Project Destiny
BJWL Out of School Program (Homewood)	Duquesne University School of Pharmacy and School of Education	Mercy Acts International	One North Side
Brashear Association	Energy Innovation Center	Michael Blackwell North Side Outreach	Reading Is Fundamental
Builders Guild of Western PA	FamilyLinks	Minority Emergency Preparedness Task Force	Center that Cares
Carnegie Library of Pittsburgh	Foundation of Hope	Boys and Girls of Western PA	RK Mellon Foundation
Cash for Kids	Garfield Jubilee	Mistick Construction	Stem Coding Lab
Center for Victims	Gateway Health Plan	New Dawn Beginnings	University of Pittsburgh
CitiParks Feeding Program	Gateway Robert Wood Foundation	Northview Heights Citizens Council, Inc.	UPMC Living at Home
City of Pittsburgh City Council	Global Links	Northview Heights High Rise Tenant Council	Urban League of Greater Pittsburgh
City of Pittsburgh Healthy and Active Living Program	Goodwill of Southwestern Pennsylvania	Northview Heights Police Substation	Urban League Family Support Center
Clean Slate E3 Scholarship Program	Greater Pittsburgh Food Bank	North Side Christian Health Center	Ursuline Eviction Prevention Program
Comcast	HACP Mask Monday	Sarah Heinz House	Ursuline Support Services
Community College of Allegheny County	Heinz Endowments	Pittsburgh City Planning Department	YouthPlaces

Grants and Awards

The HACP supplements its MTW resources with targeted federal and non-federal funding:

Non-Federal Grant Awards

Funder	Award Date	Amount	Purpose
King Street Productions	Feb 2025	\$25,000	E3 Scholarship Honorariums
PNC Foundation	Jan 2025	\$15,000	Cyberbus Support
Highmark Wholecare	May 2025	\$40,000	Parenting, Movie Nights, Health Fairs

Federal Grant Awards

Funder	Award Date	Amount	Purpose
HUD - FSS	Jan 2025	\$392,352	Family Self-Sufficiency Program (1 yr)
HUD – ROSS	Jan 2024	\$493,969	Resident Opportunities & Self-Sufficiency Program (3 yrs)
HUD – HCV	Apr 2021	\$4.1 million	Community Choice Demonstration (with ACHA and ACDHS)
HUD – Safety	Apr 2021	\$250,000	Emergency Safety and Security Systems
HUD – CNI Planning	Dec 2020	\$450,000	Choice Neighborhoods Planning Grant - Allegheny
HUD – CNI People	Aug 2023	\$7 million	Choice Neighborhoods People grant for Bedford Dwelling public housing residents

NAHRO Awards of Merit

Additionally, the HACP was recognized with multiple NAHRO Awards of Merit:

- **FY 2023 Awards:** Virtual parenting classes, New Grenada Square Apartments, Lemington Senior Housing (nominated for Award of Excellence)
- **FY 2024 Awards:** Driver’s education program, One Stop Shop, The Carina, WOW CyberBus program, and Larimer/East Liberty Choice Neighborhoods.

FY 2026 Focus Areas:

- Expand Family Self-Sufficiency (FSS), ROSS, and Jobs Plus services offerings with personalized coaching and tracked progress metrics.
- Partner with local organizations to provide broadband access, device lending, and digital literacy support.
- Pilot incentive-based programs for residents who attain higher education, increase earned income, reduce debt, or build savings.
- Offer onsite and virtual workforce development programming at the Bedford Invision Center and other accessible hubs.

In FY 2026, the HACP will continue to pursue and expand opportunities for resident empowerment and economic mobility. Enhancements to existing MTW initiatives and new supportive service programming will be incorporated into future Annual Plans as developed.

Housing Choice Expansion

Long-Term Goal: Increase housing choices for low-income families through initiatives designed to increase the quality and quantity of housing available to households utilizing rental assistance and other available resources.

As the City of Pittsburgh’s housing market has shifted in recent years, the availability of affordable housing has declined – impacting both naturally occurring affordable units and those accessible to households utilizing Housing Choice Vouchers (HCVs). In response, the HACP launched landlord incentive programs aimed at increasing landlord participation in the HCV Program and improving both the quantity and quality of available units.

To address the constrained housing stock and rising rental costs, the HACP received approval in the FY 2019 MTW Annual Plan to implement an alternative payment standard. In FY 2022, the HACP received HUD approval to adopt a new methodology for setting all HCV payment standards, allowing the HACP to remain more competitive in the local rental market, attract new landlords, and retain current ones. These changes are part of a broader effort to expand housing choice and encourage voucher holders to consider neighborhoods with lower poverty rates.

Recognizing that a single, citywide Voucher Payment Standard had historically concentrated voucher holders in low-cost, high-poverty areas, the HACP developed a robust methodology for determining payment standards and rent reasonableness. This approach is designed to:

- Expand housing choice by increasing access to a wider range of neighborhoods,
- Improve the quality of existing housing and bring sub-standard units up to par, and
- Reduce the concentration of voucher usage in areas of high poverty.

The HACP will continue to analyze market conditions and pursue additional strategies to expand the number of quality housing options available to tenant-based voucher holders. As part of this effort, the HACP intends to utilize \$2 million of its projected \$5 million HUD subsidy to further incentivize property owners to join the HCV program. These incentives will support the goals listed above. Specific details about the incentive offerings will be included in future MTW Annual Plan submissions.

Additionally, the HACP is working with the local Veteran’s Affairs office, Allegheny County Department of Human Services, and other partners to reduce homelessness, especially among veterans. VASH vouchers and homeless preference tenant-based vouchers will be used in conjunction with MTW flexibilities to support this effort. To remain competitive and responsive to local housing needs, the HACP will continue seeking HUD waivers to support the implementation of Special Purpose Voucher programs under its MTW designation.

FY 2026 Focus Areas:

- Continuing implementation of the Community Choice Demonstration (CCD) and mobility services to support voucher holders seeking opportunity-rich areas.
- Streamline landlord engagement by simplifying onboarding and retention processes, including faster inspections, marketing tools, and real-time vacancy tracking.
- Pilot alternative housing types and placement supports for populations facing limited housing access (e.g., tiny homes for veterans, reentry support).
- Enhance voucher success rate tracking to identify barriers and design interventions that improve lease-up outcomes.

Short-Term Strategic Goals and Objectives

The HACP's short-term priorities are guided by its mission to operate efficiently, expand housing access, and support resident success. In FY 2026, the HACP will focus on the following objectives:

Program Operations and Compliance

- Process all applications within thirty (30) days of receipt.
- Ensure timely completion of inspections.
- Improve the PIC submission rate and correct any fatal errors promptly.
- Prepare for the agency's conversion from PIC to the Housing Information Portal (HIP) system.
- Maintain zero fiscal year audit findings.
- Continue enforcing policies that minimize any risk of discriminatory practices.
- Seek to continue to remove all barriers to housing for individuals with disabilities.
- Effectively monitor the surveillance equipment to ensure maximum operational efficiency throughout the housing sites.
- Monitor the security resources to include constable, guards and above-baseline services provided by the Pittsburgh Police Department.

Housing Choice and Utilization

- Improve voucher utilization and lease-up rates in both the HCV and Public Housing programs.
- Efficiently participate in the HUD Community Choice Demonstration (CCD) to evaluate mobility-related services for local HCV families.
- Enhance services for Project-Based Voucher (PBV) recipients.

Resident Support and Self-Sufficiency

- Ensure all eligible residents are offered participation in the FSS program.
- Apply for new ROSS grants to expand resident services.
- Maximize virtual resources and improve remote resident support.
- Strengthen the eviction prevention partnership through monitoring statistical reports and service delivery improvements.
- Offer employment and resource fairs and workforce development meetings.
- Participate in at least five (5) job or career fairs annually.
- Increase training program enrollment, including driver's education, construction trades, CAN, CDL, UPMC, and CVS opportunities.
- Implement and expand WOW mobile lab initiatives including a minivan and RV unit.

Strategic Planning and Fiscal Management

- Develop strategic financial plans and revenue forecasts to better support resident needs.
- Maintain positive cash flow across programs.
- Increase HACP staff professional capacity and expertise.

Homeownership and Development Initiatives

- Align and improve the HACP Gap Financing Program based on local needs and resources.
- Increase the number of available LIPH units by aggressively identifying new acquisition opportunities.
- Launch and actively market For-Sale Single Family/Vacant Scattered Site Resale Program.
- Increase the number of homebuyers through HACP Homeownership and OwnPGH programs.
- Implement a modernized and enhanced Homeownership Plan aimed at increasing accessibility and expanding opportunities for participants in both the LIPH and HCV programs, with the goal of improving successful homeownership outcomes.

II. GENERAL HOUSING AUTHORITY OPERATING INFORMATION

A. Housing Stock Information

i. Planned New Public Housing Units

New public housing units that the MTW PHA anticipates will be added during the Plan Year.

ASSET MANAGEMENT PROJECT (AMP) FILL IN NAME AND NUMBER	0 Bdm	1 Bdm	2 Bdm	3 Bdm	4 Bdm	5+ Bdm	TOTAL UNITS	POPULATION TYPE**	Section 504 Accessible Units* (Mobility)	Section 504 Units* (Hearing / Vision)
Northview Midrise	36	7	0	0	0	0	43	General	6	2
1204-1206 Arch Street^^	0	6	0	0	0	0	6	General	0	0
7423, 25, 27 and 29 Penn Ave	0	4	0	0	0	0	4	General	0	0
330 46th Street	21	2	0	0	0	0	23	General	2	1
2104-2106 Lowrie Street^^^	0	0	2	0	0	0	2	General	0	0
Christopher A. Smith Terrace++	36	1	0	0	0	0	37	Elderly	1	0
3811 Bonaventure Way	0	0	1	0	0	0	1	General	0	0
Total Public Housing Units to be Added in the Plan Year:							116			

* The federal accessibility standard under HUD's Section 504 regulation is the Uniform Federal Accessibility Standards (UFAS) for purposes of Section 504 compliance (24 CFR 8.32). HUD recipients may alternatively use the 2010 ADA Standards for Accessible Design under Title II of the ADA, except for certain specific identified provisions, as detailed in HUD's Notice on "Instructions for use of alternative accessibility standard," published in the Federal Register on May 23, 2014 ("Deeming Notice") for purposes of Section 504 compliance, <https://www.govinfo.gov/content/pkg/FR-2014-05-23/pdf/2014-11844.pdf>

** Select "Population Type" from: General, Elderly, Disabled, Elderly/Disabled, Other

^^ 1204-1206 Arch Street, 3811 Bonaventure Way, and 7423-7429 Penn Avenue were purchased in 2022 with program income funds. The HACP has determined to add these newly acquired scattered site units to its public housing scattered sites portfolio. HUD is currently reviewing the HACP's acquisition/development proposal for these units.

++ Christopher A. Smith Terrace, 2829 Bedford Avenue, is undergoing acquisition and HUD is reviewing the acquisition/development proposal. This acquisition will add 37 units of senior-only public housing to the HACP's current portfolio.

^^^ 2104-2106 Lowrie Street were purchased in 2025 with program income funds. The HACP has determined to add these newly acquired scattered site units to its public housing scattered sites portfolio. The HACP's Development team is preparing the acquisition and development proposal for these units.

If "Population Type" is "Other" please describe:

Not applicable

ii. Planned Public Housing Units to be Removed

Public housing units that the MTW PHA anticipates will be removed during the Plan Year.

AMP NAME AND NUMBER	NUMBER OF UNITS TO BE REMOVED	EXPLANATION FOR REMOVAL
Oak Hill MROP PA066	80	HUD approved demolition of MROP public housing units as part of Oak Hill RAD conversion.
Scattered Site North (AMP PA001000039)	1	6535 Rowan Street, Pittsburgh, PA 15206. This property is beyond repair. Upon demolition, the site will be utilized for affordable housing development.
Scattered Sites South (AMP PA001000022)	2	700 Lillian Street (15210) and 820 Stanhope Street (15204) – These properties are in poor condition. A disposition application will be completed and submitted to the SAC for review. Upon disposition approval, the site will be disposed or repurposed by a third party.
Bedford Dwellings (AMP PA001000002) – Francis Street	103	HUD approved RAD PBRA conversion of 103 public housing units upon construction completion of Bedford Dwellings Phase II (Francis Street) development.
Bedford Dwellings (AMP PA001000002) – Somers Drive	131	HUD also approved the RAD PBV conversion of 33 public housing units under Bedford Dwellings Phase III (Somers Drive). The entire Somers Drive section of Bedford Dwellings will be demolished for Bedford Phase III redevelopment, pending relocation completion and HUD approval for demolition.
1234, 1236, 1328, 1240 Lakewood Street	4	A physical needs assessment will be conducted to determine the need and justification for demolition/disposition of these uses. HACP plans to submit a demolition/disposition application in 2026.
TOTAL: Public Housing Units to be Removed in the Plan Year	321	

iii. Planned New Project-Based Vouchers

Tenant-based vouchers that the MTW PHA anticipates project basing for the first time during the Plan Year. These include only those in which at least an Agreement to enter a Housing Assistance Payment (AHAP) will be in place by the end of the Plan Year. Indicate whether the unit is included in the Rental Assistance Demonstration (RAD).

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT-BASED	RAD	DESCRIPTION OF PROJECT
Carson Square Apartments	8	No	PBV Gap Financing
Communion	6	No	PBV Only - Rehabilitation
Fairmont Apartments	10	No	PBV Only - Existing
Fifth & Dinwiddie	51	No	PBV Gap Financing
Half the Battle	4	No	PBV Only - Existing
Hill Top Villas	30	No	PBV Only - Existing
HG1 – Lytle	25	No	PBV Gap Financing
HG2 - Blair	25	No	PBV Only - Existing
May Building	20	No	PBV Only - Existing
Melwood Apartments	23	No	PBV Gap Financing
North Aiken Senior Apartments	14	No	PBV Only - Existing
North Homewood	25	No	PBV Gap Financing
Park Hill Drive	4	No	PBV Only - Existing
Press House Apartments	44	No	PBV Only - Existing
Smithfield Lofts	16	No	PBV Gap Financing
SOHO Commons	8	No	PBV Only - Existing
Venson Senior Lofts	8	No	PBV Only - Existing
TOTAL: Planned New Project-Based Units in Plan Year	321		

iv. Existing Project-Based Vouchers

Tenant-based vouchers that the MTW PHA is currently project basing in the Plan Year. These include only those in which at least an AHAP is already in place at the beginning of the Plan Year. Select one of the following to indicate the *Planned Status by the End of Plan Year: "Committed, Leased, or Issued." In column three, indicate if the unit is included in RAD.

PROPERTY NAME	NUMBER OF PROJECT- BASED VOUCHERS	PLANNED STATUS AT END OF PLAN YEAR*	RAD?	DESCRIPTION OF PROJECT
Addison Phase I (Skyline Terrace)	168	Leased	No	HAP Contract in place.
Addison Phase II (Lofts at Bentley)	64	Leased	No	HAP Contract in place.
Addison Phase III (Middle Hill)	37	Leased	No	HAP Contract in place.
Addison Phase IV (Kelly Hamilton Homes)	42	Leased	No	HAP Contract in place.
African Queens	12	Committed	No	PBV Gap Financing. 2026 construction completion.
Allegheny Dwellings I (Sandstone Quarry)	47	Leased	No	HAP Contract in place.
Allegheny Union Baptist Association	36	Leased	No	HAP Contract in place. Senior building.
Bedford Dwellings IA	53	Issued	No	Co-development. HAP Contract in Place.
Bedford Dwellings IB	37	Issued	No	Co-development. HAP Contract in Place.
The Carina	13	Leased	No	PBV Gap Financing. HAP Contract in place.
Cedarwood Homes	24	Leased	No	PBV Gap Financing. HAP Contract in place.
The Century Building	11	Leased	No	HAP Contract in place.
Crawford Square	60	Leased	No	HAP Contract is in place. Currently undergoing modernization.
Dinwiddie III and IV	24	Leased	No	HAP Contract in place.

Doughboy	9	Leased	No	HAP Contract in place.
East Liberty Place South	6	Leased	No	HAP Contract in place.
Elmer Williams Square	37	Leased	No	PBV Gap Financing. HAP Contract in place.
Emory Building	10	Leased	No	PBV only. HAP Contract in place. Senior housing.
First & Market	93	Committed	No	PBV Gap Financing. 2026 Construction completion.
Gladstone Residences	20	Committed	No	PBV Gap Financing. 2025 Construction Completion.
Harvard Beatty	8	Leased	No	PBV Gap Financing. HAP Contract in place.
Hillcrest Senior Apartments	16	Leased	No	HAP Contract in place.
Larimer Pointe	40	Leased	No	HAP Contract in place.
Larimer/East Liberty Phase I	28	Leased	No	HAP Contract in place.
Larimer/East Liberty Phase III	19	Leased	No	CNIG Replacement Units. HAP contract in place.
Larimer/East Liberty Phase IV	18	Leased	No	CNIG Replacement Units. HAP contract in place.
Legacy Apartments (Senior)	18	Leased	No	HAP Contract in place. Senior building.
Lemington Senior Housing	54	Leased	No	HAP Contract in place.
Letsche School Apartments	25	Leased	No	PBV Gap Financing. HAP Contract in place.
Mackey Lofts	11	Leased	No	HAP Contract in place. Building for hearing-impaired households.
Manchester	86	Leased	Yes	HAP Contract in place. Unit rehabilitation continues.
Mellon's Orchard South	12	Leased	No	HAP Contract in place.
Millers Street Apartments	9	Leased	No	PBV Gap Financing. HAP Contract in place.

Milliones Manor (Senior)	39	Leased	No	HAP Contract in place. Senior building.
New Granada Square Apartments	10	Leased	No	PBV Gap Financing. HAP Contract in place.
New Pennley Place	38	Leased	Yes	HAP Contract in place. Unit rehabilitation continues.
Oakland Pride	35	Committed	No	PBV Gap Financing. 2026 Construction Completion.
The Standard on Fifth	17	Committed	No	PBV Gap Financing. 2026 Construction Completion.
Stanton-Highland	23	Leased	No	PBV Gap Financing. HAP Contract in place.
Sycamore Street Apartments	15	Leased	No	HAP Contract in place.
Uptown Flats	34	Committed	No	PBV Only. 2026 Construction Completion.
Wood Street Commons	65	Leased	No	Single room occupancy (SRO) units. HAP Contract in place.
TOTAL: Planned Existing Project-Based Vouchers	1,423			

v. Planned Other Changes to MTW Housing Stock Anticipated During the Plan Year

Examples of the types of other changes can include (but are not limited to): units held off-line due to relocation or substantial rehabilitation, local, non-traditional units to be acquired/developed, changes to designated housing plans and/or accessibility features of developments or units, etc.

PLANNED OTHER CHANGES TO MTW HOUSING STOCK ANTICIPATED IN THE FY 2025 PLAN YEAR
Possible addition of scattered site units through acquisition and rehabilitation.
Potential disposition of vacant lots and select deteriorating scattered sites properties.

Potential disposition and/or demolition of surplus vacant lots and select deteriorating Scattered Sites properties. Potential demolition of vacant, obsolete 80 MROP public housing units in Oak Hill under HUD RAD demolition approval. This activity is contingent upon a LIHTC award and financial closing of the MROP redevelopment project.
The HACP and the ARMDC will continue to add local non-traditional units, i.e., PBV units funded by HACP/ARMDC's Gap Financing or PBV-only RFPs or Office of Multifamily Housing Programs' Project-Based Rental Assistance units.
Bedford Dwellings CNIG Redevelopment Phase I (under construction) will pursue senior-preferred or -designated PBV-unit apartment building as much as the HACP waitlist and market study supports it. As outlined in the HACP's HCV Administrative (Admin) Plan, one of the local preferences is for elderly households (Note: An elderly household is defined as a household where the head, spouse, or co-head is age 62 or older). The senior status of each PBV unit will be identified in the HAP Contract for Bedford Dwellings Redevelopment Phase I, as outlined in PIH Notice 2017-2.
In July 2025, the ARMDC closed the project finance of Bedford Phase II (Francis Street property), which will have 103 RAD PBRA units as CNI replacement housing. In February 2025, ARMDC also has applied for 9% LIHTC for Bedford Phase III (Somers Drive section), which will include 33 RAD PBRA units as CNI replacement housing, following resident relocation and demolition of the Somers Drive section.
The HACP is preparing a new initiative with the PBV Gap Financing Program for eligible independent students in partnership with Pittsburgh Scholar House.
The HACP has acquired a low-income senior apartment building, Christopher A. Smith Terrace in the Hill District and plans to convert it to a mix of 25 ACC (public housing) and 11 tax credit units.
The HACP and Choice Neighborhoods People team have been assisting the resident relocation of Bedford Dwellings public housing to support the Choice Neighborhood housing redevelopment. In addition, the HACP is working with the HUD team (Office of Public Housing Investment/Choice Neighborhoods and Office of Recapitalization) to submit a request for HUD's approval for a phased demolition plan of Bedford Dwellings by the end of 2025. The first demolition phase (Somers Drive sections, a total of 98 public housing units) will be implemented in Q1/Q2 2026 pending relocation completion and HUD's approval. The second phase (Chauncey Drive section) is scheduled to be demolished between 2029 and 2030.

vi. General Description of All Planned Capital Expenditures During the Plan Year

Narrative general description of all planned capital expenditures of MTW funds during the Plan Year.

GENERAL DESCRIPTION OF ALL PLANNED CAPITAL EXPENDITURES DURING THE PLAN YEAR					
The HACP plans a variety of capital improvements in its properties. Under MTW single fund flexibility, some will be funded by Capital Funds and some by other sources. Referenced herein are activities by development that are a continuation from prior years as well as new activities for the plan year. Additional information is included in Section V and appendices.					
	Site Improvements	Building Exterior Improvements	Building Systems Improvements	Dwelling Unit Interior Improvements	Common Area Improvements
Central Maintenance	X	X	X		X
Bedford Dwellings	X	X	X	X	X
Pennsylvania Bidwell	X	X	X	X	X
Pressley Street High Rise	X	X	X	X	X
Allegheny Dwellings	X	X	X	X	X
Northview Heights	X	X	X	X	X
Homewood North	X	X	X	X	X
Arlington Heights	X	X	X	X	X
Scattered Sites South	X	X	X	X	
Scattered Sites North	X	X	X	X	X
Murray Towers	X	X	X	X	X
Christopher Smith		X	X		
Frank Mazza Pavilion	X	X	X	X	X
Caliguiri Plaza	X	X	X	X	X

Finello Pavilion	X	X	X	X	X
Morse Gardens	X	X	X	X	X
Carrick Regency	X	X	X	X	X
Gualtieri Manor	X	X	X	X	X
Authority Wide: Utility Infrastructure Systems Engineering Services, Architectural and Engineering Services, Environmental Services, Hazardous Materials Work, Site Improvements, Façade Improvements, Construction Management Services, Interim NSPIRE (fka REAC/Safety) Repairs, Green Physical Needs Assessment and Integrated Energy Audit, Roof Replacements, and Window Replacements					

B. Leasing Information

i. Planned Number of Households Served

Snapshot and unit month information on the number of households the MTW PHA plans to serve at the end of the Annual Plan Year.

PLANNED NUMBER OF HOUSEHOLDS SERVED THROUGH:	PLANNED NUMBER OF UNIT MONTHS OCCUPIED/LEASED*	PLANNED NUMBER OF HOUSEHOLDS TO BE SERVED**
Public Housing Units Leased	26,064	2,172
Housing Choice Vouchers (HCV) Utilized***	67,224	5,602
Local, Non-Traditional: Tenant-Based^	N/A	N/A
Local, Non-Traditional: Property-Based^	2,400	200
Local, Non-Traditional: Homeownership^	240	20
Planned Total Households Served:	95,928	7,994

* "Planned Number of Unit Months Occupied/Leased" is the total number of months the MTW PHA plans to have leased/occupied in each category throughout the full Plan Year.

** "Planned Number of Households to be Served" is calculated by dividing the "Planned Number of Unit Months Occupied/Leased" by the number of months in the Plan Year.

*** "Housing Choice Vouchers (HCV) Utilized" includes all SPVs within the MTW PHA's portfolio.

^ In instances when a local, non-traditional program provides a certain subsidy level but does not specify the number of units/households to be served, the MTW PHA should estimate the number of households to be served.

LOCAL, NON-TRADITIONAL CATEGORY	MTW ACTIVITY NAME/NUMBER	PLANNED NUMBER OF UNIT MONTHS OCCUPIED/LEASED*	PLANNED NUMBER OF HOUSEHOLDS TO BE SERVED*
Tenant-Based	N/A	N/A	N/A
Property-Based	Step up to Market Financing (MTW Activity 8)	2,400	200
Homeownership	Combined LIPH and HCV Homeownership Program and Homeownership Assistance (MTW Activity 5)	240	20

* The sum of the figures provided should match the totals provided for each local, non- traditional category in the previous table. Figures should be given by individual activity. Multiple entries may be made for each category if applicable.

ii. Discussion of Any Anticipated Issues/Possible Solutions Related to Leasing

Discussion of any anticipated issues and solutions in the housing programs listed.

HOUSING PROGRAM	DESCRIPTION OF ANTICIPATED LEASING ISSUES AND POSSIBLE SOLUTIONS
Low-Income Public Housing (LIPH)	<p>The HACP has continued to demonstrate strong performance in managing its LIPH occupancy in FY 2025, maintaining an average of 95% year-to-date. However, the overall rate continues to be impacted by increasing long-term vacancies at several key developments:</p> <ul style="list-style-type: none"> * Bedford Dwellings, due to ongoing Choice Neighborhood Initiative redevelopment efforts, * Northview Heights High Rise, as the agency prepares for demolition and redevelopment, and * Murray Towers, in anticipation of a large-scale modernization project planned for late 2025, which will require temporary resident relocation. <p>Once final approval is received from HUD for each of these projects, these units will be transitioned to offline status, resulting in a positive adjustment to the overall portfolio occupancy rate. In addition to managing physical vacancies, the HACP continues to balance the operational impacts of these planned vacancies with ongoing challenges related to post-pandemic rent collection, which remains a concern across the public housing industry. The HACP remains committed to reducing unit turnarounds. The Occupancy, Facility Services, and Asset Management teams continue to work in close coordination to ensure vacant units are prepared and leased as efficiently as possible. The agency is actively working toward achieving HUD's 98% occupancy goal by the end of Q3 2026.</p>

Housing Choice Voucher (HCV)	Challenges are expected as rents continue to rise, particularly in emerging neighborhoods once affordable under the current FMR. Older housing in Pittsburgh continues to fail HQS inspections and there is a scarcity of landlords. The HACP plans to increase lease-up through new landlord incentives and the approved alternative payment standard. Lastly, to ensure housing choice is available to all HCV participants, the HACP will continue to request MTW flexibility waiver approval as new Special Purpose Voucher programs emerge. The landlord incentives and mobility-related services offered, as part of the HUD Community Choice Demonstration and Emergency Housing Voucher (EHV) Programs, will assist the HACP attract and retain HCV landlords thereby assisting the HACP in overcoming local rental market issues.
Local, Non-Traditional (LNT)	Small community-based developers are not familiar with HUD and the HACP rules and regulations for the PBV/Gap Financing program. The HACP has created PBV/Gap Financing Program & Underwriting Guidelines and will continue to update the Guidelines as needed. The HACP will continue to share these guidelines with developers so that they are poised to submit appropriate proposals.

The HACP entered into a Corrective Action Plan (CAP) with HUD in FY 2025 to address the unmet obligations under the “Substantially Compliant – Plan in Progress/Plan in Place” category given the agency’s declining baseline over a sustained period of years. The corrective action plan will outline the steps and associated timelines the HACP will implement to increase the number of families served so that HACP meets or exceeds 100% of its adjusted baseline.

iii. Unique Households Served (Optional)

Number of unique households served annually through local, non-traditional rental services program such as short-term rental assistance, rapid rehousing, emergency housing, etc.

UNIQUE HOUSEHOLDS SERVED
The HACP funds tax credit only and the Homeownership Program Local, Non-Traditional (LNT) activities through MTW. However, neither of these LNT programs fall into the category of LNT rental services as defined by PIH Notice 2011-45.

C. Waiting List Information

i. Waiting List Information Anticipated

Snapshot information of waiting list data as anticipated at the beginning of the Plan Year. The “Description” column should detail the structure of the waiting list, and the population(s) served.

WAITING LIST NAME	DESCRIPTION	NUMBER OF HOUSEHOLDS ON THE WAITING LIST	WAITING LIST OPEN, PARTIALLY OPEN OR CLOSED	PLANS TO OPEN THE WAITING LIST DURING THE PLAN YEAR
Public Housing	Site-Based	3,031	Partially Open	Yes
Housing Choice Voucher	Tenant-Based Vouchers	9,429	Closed	No
Homeownership	N/A	N/A	N/A	N/A
Project-Based Vouchers	Site-Based	35,718	Partially Open	Yes

Please describe any duplication of applicants across waiting lists:

There may be duplications between the Low-Income Public Housing (LIPH) and Housing Choice Voucher (HCV) program lists. The Project-Based Voucher (PBV) Waiting List may have duplicates across lists. Properties are also privately managed and waiting lists open and close based upon demand. The Homeownership program does not have a waiting list established for this program. Program participation is open to otherwise eligible families; if demand for soft second mortgage assistance approaches the budget limit, a waiting list of participants with mortgage pre-approval letters will be established.

ii. Planned Changes to Waiting List in the Plan Year

Please describe any anticipated changes to the organizational structure or policies of the waiting list(s), including any opening or closing of a waiting list, during the Plan Year.

WAITING LIST NAME	DESCRIPTION OF PLANNED CHANGES TO WAITING LIST
Public Housing	All lists remain open except for the Bedford Dwellings waiting list, one (1) bedroom Allegheny Dwellings and Arlington Heights waiting lists, and two (2) bedroom Homewood North and Murray Towers waiting lists.
Housing Choice Voucher	The HCV general waiting list is expected to remain closed in FY 2026. Certain existing PBV site-based waiting lists may reopen sometime in FY 2026.

III. PROPOSED MOVING TO WORK (MTW) ACTIVITIES: HUD-APPROVAL REQUESTED

The HACP is not proposing any new MTW activities during the Plan Year.

IV. APPROVED MOVING TO WORK (MTW) ACTIVITIES: HUD APPROVAL PREVIOUSLY GRANTED

Activity	Plan Year Approved	Plan Year Implemented	Plan Year(s) Amended
1. Pre-Approval Inspection Certification	2015	2015	2019 – Change inspection use from 60 to 90 days of RFTA submission date
2. Preferred Owners Program	2015	2015	Has not been amended
3. Modified Rent Policy – Minimum Rent			
a. LIPH households	2008	2008-2009	
b. HCV households	2011	2011	Has not been amended
4. Public Housing and HCV Revised Recertification Policy	2008	2008	2025 – Addition of triennial recertifications for elderly/disabled
5. Homeownership Program:			
a. Combined Public Housing and HCV Homeownership Program	2007 (Combined Program)	2007	2010 – Addition of other elements 2014 – Expansion of eligibility to person eligible for LIPH 2020 – Revised program manual 2020 – Revised program manual
b. Homeownership Assistance			
6. Maximum Allowable Rent Burden in the HCV Program (as a Percentage of Adjusted Annual Income)	2001	2001	Has not been amended
			2013 – Addition of persons with disabilities for exception areas 2019 – Added the continued use of 110% FMR instead of SAFMR 2022 – Amended for consistency with HUD Community Choice Demonstration 2025 – Revised Rehabilitation Payment Standard Eligibility Requirements
7. HCV Local Payment Standards	2004	2004	
8. Step Up to Market Financing Program	2012	2013	2017 – Additional features
9. Asset Exclusion & Self-Certification in HCV and Public Housing Programs	2023	2023	Has not been amended

A. Implemented Activities

1. Pre-Approval Inspection Certification

i. Plan Year Approved, Implemented, and Amended

- **FY 2015:** Approved and implemented
- **FY 2019:** Amended to expand the timeframe in which a landlord can use a pre-inspection to 90 days and to make this activity available for any HCV landlord.

Authorization	Regulatory Citation
Attachment C (D)(5)	24 CFR 982.311
Attachment C (D)(1)(d)	24 CFR 982 Subpart I

ii. Description

The Pre-Approval Inspection Certification initially applied to buildings with four (4) or more units located within a single structure, and the pre-approval process could not be applied to all Housing Choice Voucher (HCV) unit types. In addition, the Pre-Approval Inspection Certification was originally accepted during the 60-day period after the unit passes HQS inspection. However, as stated above, modifications were approved by HUD in FY 2019 to make available Pre-Approval Inspection Certification to all HCV landlords and extend the certification status to a 90-day period after the unit passes HQS inspection. All units seeking Pre-Approval Inspection Certification must be vacant at the time the HQS inspection occurs and must remain vacant until a Request for Tenancy Approval is submitted for the unit. If a Request for Tenancy Approval is submitted after the 90-day qualifying period, a new initial HQS inspection must be performed before the unit is approved for tenancy. HAP payments are not tied to the Pre-Approval Inspection. The HAP payments will begin from the tenancy certification date only.

iii. Activity Status

The HACP continues to actively schedule an increasing number of pre-inspections since the activity was implemented in FY 2019. In fall 2021, the HACP received HUD Special Purpose Voucher waiver approval to utilize this implemented activity for its Emergency Housing Voucher and Community Choice (Mobility) Demonstration programs.

iv. Planned Non-Significant Changes

None.

v. Planned Changes to Metrics/Data Collection

None. Please see the metrics that the HACP intends to continue to use for this activity as follows:

Cost Effectiveness					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
CE #1: Agency Cost Savings	Total cost of task in dollars (decrease).	Cost of inspections prior to implementation of the activity (in dollars). \$677,300 annually	Expected cost of inspections after implementation of the activity (in dollars). \$674,375 annually	Actual cost of inspections after implementation of the activity (in dollars).	Whether the outcome meets or exceeds the benchmark.
CE #2: Staff Time Savings	Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to inspections prior to implementation of the activity (in hours). 15,662.5 hours annually	Expected amount of total staff time dedicated to inspections after implementation of the activity (in hours). 15,630 hours annually	Actual amount of total staff time dedicated to inspections after implementation of the activity (in hours).	Whether the outcome meets or exceeds the benchmark.

Housing Choice					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
HC #1: Additional Units of Housing Made Available	Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	Housing units of this type prior to implementation of the activity (number). 0	Expected housing units of this type after implementation of the activity (number). 30	Actual housing units of this type after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

2. Preferred Owners Program

i. Plan Year Approved, Implemented, and Amended

- **FY 2015:** Approved and implemented
- No amendments since initial HUD-approval.

Authorization	Regulatory Citation
Attachment C (D)(1)(d)	24 CFR 982.311
Attachment C (D)(5)	24 CFR 982 Subpart I

ii. Description

The Preferred Owners Program provides incentives to landlords to participate in the HCV Program and to provide high-quality housing in diverse neighborhoods. To qualify, landlords must consistently meet HUD-approved inspection standards and participate in annual training. In return, they may be eligible for the following benefits:

(a) Priority Property Listings on the HACP Website: Preferred Owner property listings will receive priority placement on the HACP website.

(b) Changes in Inspection Schedule:

- i. **Priority Inspection Scheduling** - Preferred Owners are moved to the top of the waiting list for both initial and periodic inspections.
- ii. **Biennial Inspections** - Owners who have successfully passed periodic inspection on the first attempt for three (3) consecutive years will transition to biennial inspections. However, if a future biennial inspection results in a fail, the owner will be removed from the Preferred Owners Program and revert to an annual inspection schedule.
- iii. **Acceptance of Prior Inspections for New Tenancies in Vacated Units** – If a unit is vacated after initial inspection and move-in, and a new RFTA for a new voucher holder is submitted for the same unit within ninety (90) days, the previous inspection will be accepted as the initial inspection for the new RFTA.

iv. Replacement of PBV Initial (Pre) Inspection with a Construction Completion

Inspection – For Preferred Owners managing PBV units, the construction completion inspection for a new PBV unit can serve as the initial inspection if the unit is occupied within ninety (90) days of that inspection.

(c) Vacancy Payments: When a voucher holder vacates a unit and the landlord re-leases it to another voucher holder, the HACP will issue a vacancy payment equivalent to two (2) months of the previous tenant's Housing Assistance Payment (HAP). The vacancy payment encourages landlords to maintain long-term partnerships with the HACP and the HCV program, thereby preserving housing options for families at or below 80 percent AMI.

It's important to note that these landlord incentives are exclusively available to landlords who are enrolled and maintain continued eligibility in the HACP Preferred Owners' Program.

Application for Membership

To become a member of the Preferred Owners Program, an owner or property manager must submit an application form to the HCV office. The HACP requires a separate application for each subsidiary of a company/organization and/or each unique tax identification number. The application form will include:

1. Landlord's name
2. Contact information;
3. Addresses of units currently leased to voucher holders
4. A checklist of the standards for membership, which includes:
 - a. **Minimum Inspection Pass Rate:** Units must have achieved a pass rate of 85 percent for all inspections over the previous four (4) consecutive years. For owners with less than four (4) years of inspection history, eligibility will be assessed based on their complete inspection history to date, maintaining the 85 percent pass rate standard.
 - b. **Training:** Membership in the Preferred Owners Program requires the completion of one (1) training annually. These training courses, whether conducted by the HACP or an external organization, must pertain to the management of rental properties. For training not hosted by the HACP, proof of completion is mandatory. Examples of relevant training may include, but is not limited to:
 - *Screening Tenants:* Encompassing background checks, reference verification, and compliance with Fair Housing law.
 - *The Magistrate Process:* Offering guidance on legal recourse available to landlords in instances of lease breach.

- *Mental Health First Aid Training:* A specialized training from Mercy Behavioral Health addressing the unique needs and challenges of low-income clientele.
- *Real Estate License Continuing Education Credits and/or Other Accredited Property Management Trainings*
- *Monthly HACP Landlord Meetings:* All landlords are invited to attend these monthly meetings. They provide crucial updates on evolving federal regulations and HACP policies and frequently include informative presentations from collaborating organizations.

Yearly Program Renewal

To ensure that the Preferred Owners Program members consistently provide decent, safe, and affordable housing for voucher holders, the HACP has established an annual renewal process. This process requires completion of the aforementioned training course and maintaining at least an 85 percent pass rate for all periodic inspections conducted during the previous calendar year. If an owner's periodic inspection pass rate falls below 85 percent, they will enter a one-calendar-year corrective action period. During this time, they must achieve a 100 percent pass rate for all their units and provide evidence of completion of a second qualifying training course as described above.

iii. Activity Status

The HACP continues to enhance the Preferred Owners Program, refining benefits to maximize resources and provide meaningful incentives that successfully retain current landlords and attract new ones. A key enhancement occurred in Fall 2021, when the HACP received a HUD waiver that expanded the program's utility to include its Emergency Housing Voucher and Community Choice (Mobility) Demonstration programs. These ongoing efforts contributed to the program's growth, with the number of Preferred Owners reaching thirty-seven (37) in FY 2025.

iv. Planned Non-Significant Changes

The HACP proposes to update its Preferred Owners Program application process to clarify eligibility and training requirements. Owners seeking to join the program must now demonstrate an 85 percent pass rate for all inspections, not just periodic ones. If an owner has less than four (4) years of inspection history, the HACP will assess their complete history to date to ensure they meet the 85 percent pass rate standard. The HACP is also proposing to clarify that approved training courses can be hosted by either HACP or other organizations. These training courses must be relevant to property management, and if an external organization provides the training, documentation of completion will be required.

v. Planned Changes to Metrics/Data Collection

With the release of the updated HUD-50900, the HACP is removing the cost savings metric from this activity. The HACP intends to continue to use the following metrics for this activity:

<i>Housing Choice</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
HC #1: Additional Units of Housing Made Available	Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	Housing units of this type prior to implementation of the activity (number). 0	Expected housing units of this type after implementation of the activity (number). 120	Actual housing units of this type after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.
HC #2: Units of Housing Preserved	Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase).	Housing units preserved prior to implementation of the activity (number). 0	Expected housing units preserved after implementation of the activity (number). 120	Actual housing units preserved after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

<i>HACP Specific Metrics</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Landlords are enrolled in Preferred Owners Program.	Landlords enrolled in Preferred Owners Program (number).	Landlords enrolled in Preferred Owners Program before the start of the program 0	Expected number of landlords enrolled in Preferred Owners Program 20	Actual number of landlords enrolled in Preferred Owners Program	Whether the outcome meets or exceeds the benchmark.
Increase in landlord satisfaction with HACP	Landlords who rate HACP as “good” or “excellent” (percentage)	Number of landlords who rate HACP as “good” or “excellent” before the start of the program 55%	Expected number of landlords who rate HACP as “good” or “excellent” after six months of the program 55%	Actual number of landlords who rate HACP as “good” or “excellent”	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

3. Modified Rent Policy – Minimum Rent for the Housing Choice Voucher and Public Housing Programs

Minimum Rent for the Housing Choice Voucher Program

i. Plan Year Approved, Implemented, and Amended

- **FY 2011:** Approved and implemented
- No amendments since initial HUD-approval.

Authorization	Regulatory Citation
Attachment C (D)(2)(a)	24 CFR 982.518
Attachment C (D)(1)	24 CFR 5.628
Attachment C (D)(3)(a)	24 CFR 5.630

ii. Description

Requires that any non-elderly, able-bodied head of household who is not working either: a) participate in a self-sufficiency program, including but not limited to the HACP FSS program, other Local Self-Sufficiency program (LSS), welfare to work, or other employment preparation and/or training/educational program or b) pay a minimum tenant payment of \$150.00 per month. This policy provides additional incentives for families to work or prepare for work and increases overall accountability.

iii. Activity Status

The HACP continues to operate the \$150 minimum rent requirement with no major issues.

iv. Planned Non-Significant Changes

None.

v. Planned Changes to Metrics/Data Collection

With the release of the updated HUD-50900, the HACP is removing the self-sufficiency standard metrics from this activity. The HACP is adjusting some of the benchmarks in this activity to adapt to align better with its goals. Please see the metrics that the HACP intends to continue to use for this activity as follows:

HACP Metrics					
Metric Name	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Non-elderly, Non-disabled Families with TTPs Less than \$150	Number of non-elderly, non-disabled families with TTPs <\$150 (decrease)	Total Non-elderly, Non-disabled families with TTPs less than \$150 before this activity was implemented in 2010 (number) 1,988	Expected total Non-elderly, Non-disabled families with TTPs less than \$150 from this activity (number) 400	Actual non-elderly, Non-disabled families with TTPs less than \$150 added (number)	Whether the outcome meets or exceeds the benchmark.
Average Overall HAP	Average HAP dollar amount for all families (increase)	Average HAP for all HCV families before this activity was implemented (in dollars) \$486	Expected Average HAP for all HCV families after the activity is implemented (in dollars) \$800	Actual average HAP for all HCV families (in dollars)	Whether the outcome meets or exceeds the benchmark.
Average HAP for Non-elderly, Non-disabled	Average HAP dollar amount for non-elderly, non-disabled families (decrease)	Average HAP for non-elderly, non-disabled HCV families before this activity was implemented (in dollars) \$538	Expected average HAP for non-elderly, non-disabled HCV families after this activity was implemented (in dollars) \$882	Actual average HAP for non-elderly, non-disabled HCV families (in dollars)	Whether the outcome meets or exceeds the benchmark.
Average HAP for Non-elderly, Non-disabled TTPs <\$150	Average HAP dollar amount for non-elderly, non-disabled families with TTPs <\$150 (decrease)	Average HAP for non-elderly, non-disabled HCV families with TTPs <\$150 before this activity was implemented (in dollars) \$657	Expected average HAP for non-elderly, non-disabled HCV families with TTPs <\$150 after this activity was implemented (in dollars) \$900	Actual average HAP for non-elderly, non-disabled HCV families with TTPs <\$150 (in dollars)	Whether the outcome meets or exceeds the benchmark.
Total HCV FSS Participants	Number of HCV FSS participant families (increase)	Total FSS participants before this activity was implemented (number) 448	Expected new FSS participants will be added from this activity (number) 150	Actual new FSS participants added (number)	Whether the outcome meets or exceeds the benchmark.

HCV FSS Participant Families Working	Number of HCV FSS participant families working (increase)	Total FSS participant families working before this activity was implemented (number) 248	Expected new FSS participant families working added from this activity (number). 125	Actual new FSS participant families working added (number)	Whether the outcome meets or exceeds the benchmark.
	Percentage of HCV FSS participant families working (increase)	Total FSS participant families working before this activity was implemented (percentage) 55%	Expected new FSS participant families working added from this activity (percentage). 75%	Actual new FSS participant families working added (percentage)	Whether the outcome meets or exceeds the benchmark.
HCV FSS Participant Families Graduating from FSS	Number of HCV FSS participant families graduating from FSS (increase)	Total FSS participant families graduating from FSS before this activity was implemented (number) 12	Expected new FSS participant families graduating from FSS added from this activity (number). 20	Actual new FSS participant families graduated from FSS added (number)	Whether the outcome meets or exceeds the benchmark.
HCV FSS Participant Families with Escrow Accounts	Number of HCV FSS participant families with escrow accounts (increase)	Total FSS participant families with escrow accounts before this activity was implemented (number) 191	Expected new FSS participant families with escrow accounts added from this activity (number). 150	Actual new FSS participant families with escrow accounts added (number)	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

Minimum Rent for the Public Housing Program

i. Plan Year Approved, Implemented, and Amended

- **FY 2008-2009:** Approved and implemented
- No amendments since initial HUD-approval.

Authorization	Regulatory Citation
Attachment C (C)(11)	24 CFR 5.630
Attachment D (C)(3)	

ii. Description

This activity requires that any non-elderly, able-bodied head of household who is not working either participates in the FSS Program or pay a minimum rent of \$150 per month. Hardship exemptions are permitted. This policy provides additional incentives for families to work or prepare for work. The HACP's objectives for this program include increased participation in the FSS Program, increased rent collections, and increased level of families working.

iii. Activity Status

The HACP continues to operate the \$150 minimum rent requirement with no major issue at hand.

iv. Planned Non-Significant Changes

None.

v. Planned Changes to Metrics/Data Collection

With the release of the updated HUD-50900, the HACP is removing the self-sufficiency metrics from this activity. The HACP is proposing to keep the overall metrics the same, however, is updating some of the benchmarks. Please see the metrics that the HACP intends to continue to use for this activity as follows:

HACP Metrics					
Metric Name	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total LIPH FSS Participants	Number of LIPH FSS participant families (increase)	Total FSS participants before this activity was implemented (number) 658	Expected new FSS participants will be added from this activity (number) 100	Actual new FSS participants added (number)	Whether the outcome meets or exceeds the benchmark.
LIPH FSS Participant Families Working	Number of LIPH FSS participant families working (increase)	Total FSS participant families working before this activity was implemented (number) 181	Expected new FSS participant families working added from this activity (number). 40	Actual new FSS participant families working added (number)	Whether the outcome meets or exceeds the benchmark.
	Percentage of LIPH FSS participant families working (increase)	Total FSS participant families working before this activity was implemented (percentage) 28%	Expected new FSS participant families working added from this activity (percentage). 50%	Actual new FSS participant families working added (percentage)	Whether the outcome meets or exceeds the benchmark.
LIPH FSS Participant Families Graduating from FSS	Number of LIPH FSS participant families graduating from FSS (increase)	Total FSS participant families graduating from FSS before this activity was implemented (number) n/a	Expected new FSS participant families graduating from FSS added from this activity (number). 10	Actual new FSS participant families graduated from FSS added (number)	Whether the outcome meets or exceeds the benchmark.
LIPH FSS Participant Families with Escrow Accounts	Number of LIPH FSS participant families with escrow accounts (increase)	Total FSS participant families with escrow accounts before this activity was implemented (number) 29	Expected new FSS participant families with escrow accounts added from this activity number). 50	Actual new FSS participant families with escrow accounts added (number)	Whether the outcome meets or exceeds the benchmark.
HACP Rent Roll Amounts	Dollar amount of LIPH Rent Rolls (increase)	Total rent charged before this activity was implemented (in dollars) \$685,682	Expected total rent charged after this activity was implemented (in dollars) \$700,005	Actual rent charged for LIPH participant families (in dollars)	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

4. Revised Recertification Requirements Policy

i. Plan Year Approved, Implemented, and Amended

- **FY 2008:** Approved and implemented for LIPH
- **FY 2009:** Approved and implemented for HCV
- **FY 2024:** Amended adding triennial recertifications to the activity

Authorization	Regulatory Citation
Attachment C (C)(4)	24 CFR 966.4 and 960.257
Attachment C (D)(1)(c)	24 CFR 982.516

ii. Description

The HACP may operate both the LIPH and the HCV Programs with a recertification requirement modified to at least once every two (2) years for non-elderly and/or non-disabled families. In the FY 2024 MTW Annual Plan, the HACP received HUD-approval to conduct recertifications every three (3) years for LIPH and HCV families who receive the elderly or disabled family deduction (\$400 or the amount annually adjusted by HUD per HOTMA).

Triennial and biennial families must still report changes in family composition, income, and expenses (medical, childcare, etc.) as described in the HCV Administrative Plan and the Public Housing Admissions and Continued Occupancy (ACOP). If an interim recertification is requested, an interim recertification shall be conducted in accordance with interim policies in the HCV Administrative Plan and Public Housing Admissions and Continued Occupancy (ACOP), and the tenant rent adjusted accordingly.

This policy change reduces administrative burdens on the Authority, thereby reducing costs and increasing efficiency. The HACP's objectives for this initiative are to reduce staff time and thus reduce costs and improve compliance with recertification requirements by tenants and the HACP.

iii. Activity Status

The HACP continues to process recertifications at least once every two (2) years and is exploring triennial implementation methods with the software provider. The HACP anticipates implementation in Quarter 4 of 2025 or early 2026. In fall 2021, the HACP received HUD Special Purpose Voucher waiver approval to utilize this implemented activity for its Emergency Housing Voucher and Mobility Demonstration Voucher programs.

iv. Planned Non-Significant Changes

None.

v. Planned Changes to Metrics/Data Collection

The HACP plans to keep the metrics the same for this activity, however, is adjusting some of the benchmarks to better reflect the updates to this activity. Please see the metrics that the HACP intends to continue to use for this activity as follows:

Cost Effectiveness					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
CE #1: Agency Cost Savings	Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars). \$294,965 (HCV) \$208,942 (LIPH)	Expected cost of task after implementation of the activity (in dollars). \$235,972 (HCV) \$167,154 (LIPH)	Actual cost of task after implementation of the activity (in dollars).	Whether the outcome meets or exceeds the benchmark.
CE #2: Staff Time Savings	Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours). 11,000 hours (HCV) 7,792 hours (LIPH)	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours). 8,800 hours (HCV) 6,234 (LIPH)	Actual amount of total staff time dedicated to the task after implementation of the activity (in hours).	Whether the outcome meets or exceeds the benchmark.

HACP Metrics					
Metric Name	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of Annual Recertifications	Total number of annual recertifications (decrease).	Total annual recertifications prior to implementation of the activity (number) 2,698 (HCV) 2,587 (LIPH)	Expected annual recertifications after implementation of the activity (number) 2,158 (HCV) 2,070 (LIPH)	Actual annual recertifications conducted in the plan year (number)	Whether the outcome meets or exceeds the benchmark.
Number of Interim Recertifications	Total number of interim recertifications (decrease).	Total interim recertifications prior to implementation of the activity (number) 1,889 (HCV) 1,052 (LIPH)	Expected interim recertifications after implementation of the activity (number) 1,700 (HCV) 947 (LIPH)	Actual interim recertifications conducted in the plan year (number)	Whether the outcome meets or exceeds the benchmark.
Total Recertifications	Total number of recertifications (decrease)	Total recertifications prior to implementation of the activity (number) 4,596 (HCV) 3,639 (LIPH)	Expected recertifications after implementation of the activity (number) 3,677 (HCV) 2,911 (LIPH)	Actual recertifications conducted in the plan year (number)	Whether the outcome meets or exceeds the benchmark.
Average Cost per Recertification	Average cost per recertification	Average cost per recertification prior to implementation of the activity (dollar) \$53.63 (HCV & LIPH)	Average cost per recertification after implementation of the activity (dollar) \$30 (HCV) \$34 (LIPH)	Actual average cost per recertification conducted in the plan year (dollar)	Whether the outcome meets or exceeds the benchmark.
Total Estimated Costs	Total estimated costs (decrease)	Total cost per recertification prior to implementation of the activity (dollar) \$246,487 (HCV) \$195,160 (LIPH)	Total cost per recertification after implementation of the activity (dollar) \$220,608 (HCV) \$98,981 (LIPH)	Actual total cost per recertification conducted in the plan year (dollar)	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

5. MTW Homeownership Program

Operation of a Combined Public Housing and Housing Choice Voucher Homeownership Program

i. Plan Year Approved, Implemented, and Amended:

- **FY 2007:** Approved and implemented (operation of combined program)
- **FY 2010:** Other elements approved and implemented
- **FY 2014:** Expansion of eligibility to person eligible for LIPH
- **FY 2020:** Revised program manual

Authorization	Regulatory Citation
Attachment C (B)(1) and (D)(8) Attachment D (B)(4)	24 CFR 982.625

ii. Description

The HACP operates a single Homeownership Program open to both the LIPH and HCV Programs households. This approach reduces administrative costs, expands housing choices for participating households, and provides incentives for families to pursue employment and self-sufficiency through the various benefits offered. By combining the programs,' increased benefits are available to some families.

iii. Activity Status

The HACP is updating its Homeownership Plan in FY 2025 to strengthen program effectiveness, accessibility, and long-term success for participants. The changes are designed to enhance clarity, expand support, and improve administrative efficiency. Key updates include clarification of application and waiting list policies, adjustments to closing cost and soft second mortgage funding, implementation of a home warranty requirement and educational component, clarification of the foreclosure prevention fund, and new sections on partnerships, outreach, education, program oversight and recordkeeping. Together, these enhancements will support the HACP's goal of increasing successful homeownership outcomes for LIPH and HCV participants while promoting financial empowerment and long-term housing security. If approved, the proposed changes will be implemented during the Plan Year.

iv. Planned Non-Significant Changes

None; however, the HACP Asset Management staff continues to enhance the process in general.

v. Planned Changes to Metrics/Data Collection:

With the release of the updated HUD-50900, the HACP is removing the cost effectiveness and some of the housing choice metrics from this activity. The metrics will change as follows:

<i>Housing Choice</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
HC #6: Increase in Homeownership Opportunities	Number of households that purchased a home as a result of the activity (increase).	Number of households that purchased a home prior to implementation of the activity (number). 0	Expected number of households that purchased a home after implementation of the activity (number). 20	Actual number of households that purchased a home after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

<i>HACP Metrics</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Closings / Purchase	Number of closing/purchases as a result of the activity (increase).	Closings/purchases prior to implementation of the activity (number). 0	Expected closings/purchases after implementation of the activity (number). 10 (HCV) 5 (LIPH) 5 (Non-resident)	Actual closings/purchases (number).	Whether the outcome meets or exceeds the benchmark.
Applicants Completing Course & First Pre-approval	Number of applicants completing course & first mortgage pre-approval (increase).	Applicants completing course & first mortgage pre-approval prior to implementation of the activity (number). 0	Expected applicants completing course & first mortgage pre-approval after implementation of the activity (number). 10 (HCV) 5 (LIPH) 5 (Non-resident)	Actual applicants completing course & first mortgage pre-approval after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

Total HACP Closing Funds	Total dollar amount of HACP closing funds (increase)	HACP closing fund amount prior to implementation of the activity (in dollars) \$0	Expected HACP closing fund amount after to implementation of the activity (in dollars) \$140,000 (HCV) \$35,000 (LIPH) \$90,000 (Non-resident)	Actual HACP closing fund amount (in dollars)	Whether the outcome meets or exceeds the benchmark.
Average HACP Second Mortgage Amount	Total average HACP second mortgage dollar amount (increase)	Average HACP second mortgage amount prior to implementation of the activity (in dollars) \$0	Expected average HACP second mortgage amount after to implementation of the activity (in dollars) \$12,875 (HCV) \$12,875 (LIPH) \$12,875 (Non-resident)	Actual HACP second mortgage amount (in dollars)	Whether the outcome meets or exceeds the benchmark.
Average Purchase Price	Total average purchase price dollar amount (increase)	Average purchase price amount prior to implementation of the activity (in dollars) 0	Expected average purchase price after to implementation of the activity (in dollars) \$180,000 (HCV) \$180,000 (LIPH) \$180,000 (Non-resident)	Actual average purchase price amount (in dollars)	Whether the outcome meets or exceeds the benchmark.
Amount of non-HACP Assistance	Total amount of non-HACP assistance dollar amount (increase)	Total non-HACP assistance amount prior to implementation of the activity (in dollars) \$0	Expected non-HACP assistance after to implementation of the activity (in dollars) \$115,500 (HCV) \$0 (LIPH) \$319,800 (Non-resident)	Actual non-HACP assistance amount (in dollars)	Whether the outcome meets or exceeds the benchmark.
Foreclosures	Total number of foreclosures (decrease)	Total foreclosures prior to implementation of the activity (number) 0	Expected foreclosures after to implementation of the activity (number) 0 (HCV) 0 (LIPH) 0 (Non-resident)	Actual foreclosures amount (number)	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

Homeownership Assistance

i. Plan Year Approved, Implemented, and Amended

- **FY 2010:** Other elements approved and implemented
- **FY 2014:** Expansion of eligibility to person eligible for LIPH
- **FY 2020:** Revised Program Manual

Authorization	Regulatory Citation
Attachment C (B)(1) and (D)(8) Attachment D (B)(4)	24 CFR 982.643

ii. Description

The provisions of the HACP homeownership program are as follows:

- a. Provide soft-second mortgage financing for home purchases to eligible participants, calculated as follows: eligible monthly rental assistance x 12 months x 10 years, but in no case shall exceed \$52,000. The second mortgage is forgiven on a prorated basis over a ten-year period.
- b. Expand Homeownership Program eligibility to include people on the HACP's LIPH and HCV waiting lists who have received a letter of eligibility for those programs from the HACP or people otherwise eligible but currently not on a wait list.
- c. Establish a Homeownership Waiting List to assist in determining the order of eligibility for second mortgage Homeownership benefits.

iii. Activity Status

The HACP is actively working with potential home buyers.

iv. Planned Non-Significant Changes

The HACP is updating its Homeownership Plan in FY 2025 to strengthen program effectiveness, accessibility, and long-term success for participants. The changes are designed to enhance clarity, expand support, and improve administrative efficiency. Key updates include clarification of application and waiting list policies, adjustments to closing cost and soft second mortgage funding, implementation of a home warranty requirement and educational component, clarification of the foreclosure prevention fund, and new sections on partnerships, outreach, education, program oversight and recordkeeping.

Together, these enhancements will support the HACP's goal of increasing successful homeownership outcomes for LIPH and HCV participants while promoting financial empowerment and long-term housing security. If approved, the proposed changes will be implemented during the Plan Year.

v. Planned Changes to Metrics/Data Collection

With the release of the updated HUD-50900, the HACP is removing the self-sufficiency and a housing choice metric from this activity. Although the HACP plans to use the same metrics as previous plan years and based on current market conditions, it is proposing to revise the benchmark goals as follows:

<i>Housing Choice</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
HC #6: Increase in Homeownership Opportunities	Number of households that purchased a home as a result of the activity (increase).	Number of households that purchased a home prior to implementation of the activity (number). This number may be zero. 0	Expected number of households that purchased a home after implementation of the activity (number). 20	Actual number of households that purchased a home after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

<i>HACP Metrics</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Increase in Soft Second Mortgages	Number of households that received a soft second mortgage as a result of the activity (increase).	Number of households that received a soft second mortgage prior to implementation of the activity (number). This number may be zero. 0	Expected number of households that received a soft second mortgage after implementation of the activity (number). 20	Actual number of households that received a soft second mortgage after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

Total Soft Second Mortgage Funding Spent	Total dollar amount of HACP-funded soft second mortgages (increase)	HACP soft second mortgage fund amount prior to implementation of the activity (in dollars)	Expected HACP soft second mortgage fund amount after to implementation of the activity (in dollars)	Actual HACP closing fund amount (in dollars)	Whether the outcome meets or exceeds the benchmark.
		\$0	\$1.7 million		

vi. Planned Significant Changes

None.

6. Maximum Allowable Rent Burden in the HCV Program (as a Percentage of Adjusted Monthly Income)

i. Plan Year Approved, Implemented, and Amended

- **FY 2001:** Approved and implemented
- No amendments since initial HUD-approval.

Authorization	Regulatory Citation
Attachment C (D)(2)(a)	24 CFR 982.508
Attachment D (D)(1)(b)	

ii. Description

The HACP's operation of the HCV Program allows flexibility in the permitted rent burden (affordability) for new tenancies. Specifically, the limit of 40% of Adjusted Monthly Income allowed for the tenant's portion of rent is used as a guideline, not a requirement. The HACP continues to counsel families on the dangers of becoming overly rent burdened, however, a higher rent burden may be acceptable in some cases. This policy increases housing choice for participating families by giving them the option to take on additional rent burden for units in more costly neighborhoods.

iii. Activity Status

The HACP continues to offer rent burden letters for new lease-ups while counseling the family on the dangers of becoming overly rent burdened. When possible, the HACP also renegotiates the contract rent amount with the owner to increase affordability and help prevent the family from becoming overly rent burdened.

In fall 2021, the HACP received HUD Special Purpose Voucher waiver approval to utilize this implemented activity for its Emergency Housing Voucher and Mobility Demonstration Voucher programs.

iv. Planned Non-Significant Changes

None.

v. Planned Changes to Metrics/Data Collection

With the release of the updated HUD-50900, the HACP is removing a housing choice metric from this activity. The HACP has decided to change the benchmarks for this activity due to the increased payment standards, which allows HACP to cover more of the rent and reduce the need for tenants to surpass 40 percent of their monthly adjusted income for the tenant rent portion. Please see the revised metric that the HACP intends to continue to use for this activity as follows:

<i>Cost Effectiveness</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
HC #1: Additional Units of Housing Made Available	Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	Housing units of this type prior to implementation of the activity (number). 0	Expected housing units of this type after implementation of the activity (number). 10	Actual housing units of this type after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

7. HCV Local Payment Standards

i. Plan Year Approved, Implemented, and Amended

- **FY 2004:** Exception payment standard for persons with disabilities at 120 percent of the HUD Fair Market Rent (FMR) was approved and implemented
- **FY 2013:** Amended the exception payment standard to include UFAS and project-based voucher units as eligible
- **FY 2019:** Approved the continued implementation of 110 percent FMR regular payment standard in lieu of mandatory Small Area Fair Market Rent (SAFMR) designation
- **FY 2022:** Amended to reflect HUD Community Choice Demonstration participation, including a tier payment standard methodology based on census tract location
- **FY 2024:** Amended to include proximity to a medical provider as a factor for the reasonable accommodation payment standard

Authorization	Regulatory Citation
Attachment C (D)(2)(a)	24 CFR 982.503
Attachment C (D)(3)(a)	24 CFR 982.507
Attachment C (D)(4)	24 CFR 982 Subpart E
	24 CFR 983 Subpart F

ii. Description

Tiered Voucher Payment Standard

From 2019-2022, the HACP used its MTW authority to opt out of HUD's required SAFMR designation. Instead, the HACP continued using 110 percent of FMR as its regular payment standard. During this time, the HACP also had HUD approval to offer two (2) alternative local payment standards under this MTW activity - Rehabilitation and Mobility. However, based on MTW performance metrics, the HACP observed that few landlords made use of these alternative payment standards.

In FY 2022, as part of HUD’s Community Choice Demonstration and through a detailed local market analysis, the HACP chose to streamline its approach by eliminating the Mobility Payment Standard and its scorecard requirements. Instead, all payment standards were replaced with a simplified, tiered structure. This new method allows more landlords to receive higher payment standards that better reflect hyper-local market rents, while also simplifying how the payment standard for a unit is determined.

The HACP’s tiered methodology is based solely on a unit’s census tract location and uses recent five (5) year estimates from the American Community Survey (ACS). Each census tract in Allegheny County was compared to the countywide Median Gross Rent (MGR) for all bedrooms. Based on how much higher or lower each tract’s MGR was compared to the county MGR, it was placed into one of six (6) tiers. Each tier corresponds to a set percentage above the HUD-estimated Allegheny County Fair Market Rent (ACFMR):

Tier	Tract MGR Compared to County MGR	Payment Standard (% of ACFMR)
1	>= 1.51 of AC MGR	160%
2	>= 1.41, <= 1.5 of AC MGR	150%
3	>= 1.31, <= 1.4 of AC MGR	140%
4	>= 1.21, <= 1.3 of AC MGR	130%
5	>= 1.11, <= 1.2 of AC MGR	120%
6	>= 1.01, <= 1.1 of AC MGR	110%

All census tracts under the HACP’s jurisdiction – regardless of “opportunity” designation – are guaranteed to fall into at least Tier 6 (110% of ACFMR). In 2024, the HACP removed the policy that units located in the former mobility payment standard zip codes be automatically assigned to Tier 1 and tier assignment is now solely based on rental market data. This tiered payment standard applies across the entire HCV Program, and the only factor used to assign a tier is the unit’s census tract location.

Reasonable Accommodation Voucher Payment Standard

The HACP has long used its MTW authority to support families with disabilities by establishing higher payment standards – up to 120 percent of FMR - without prior HUD MTW approval. From FY 2004-2013, this Reasonable Accommodation Payment Standard was applied at 120 percent of FMR. In FY 2013, the policy expanded to include fully accessible and UFAS-compliant units in both the open market PBV developments.

Despite these efforts, many individuals with disabilities continue to face barriers in securing affordable and accessible housing. To address this, HUD's MTW Office approved a tiered-based payment structure in FY 2022 for families approved for a higher payment standard as a reasonable accommodation or if the unit was fully accessible. This structure provides a 10 percent increase above the standard tiered payment level, based on a unit's census tract:

Tier	Standard % of ACFMR	Adjusted ACFMR % for Reasonable Accommodations
1	160%	170%
2	150%	160%
3	140%	150%
4	130%	140%
5	120%	130%
6	110%	120%

The Reasonable Accommodation Payment Standard is available to all HCV and PBV families. As in the Tiered Payment Standard, the only factor used to determine a unit's tier is its census tract location.

Eligibility Requirements

To qualify for the Reasonable Accommodation Payment Standard, a household must meet one (1) of the following criteria:

- Require and occupy a fully accessible unit, which could include a UFAS-certified unit.
- Be approved through the HACP's reasonable accommodation process or provide documentation that the unit has at least four (4) accessibility features needed by the household, verified by a third-party professional.
 - The unit must be inspected to confirm the required accessible features as outlined in the reasonable accommodation's approval letter are present.
- A family with a disabled household member may request the Reasonable Accommodation Payment Standard if the unit is located near an essential medical provider within the City of Pittsburgh, as outlined below:
 - Current city residents must move to a unit within two (2) miles of the provider.
 - Residents less than ten (10) miles outside of the city must move into the city within two (2) miles of the provider.
 - Residents greater than ten (10) miles outside the city must move into the city within five (5) miles of the provider.

Examples of qualifying treatments include mechanical ventilation, dialysis, chemotherapy, IV antibiotics, and artificial nutrition/hydration.

To qualify, only one (1) provider in the area must offer the required services. The HACP Disability Compliance Office will review requests on a case-by-case basis.

A family will not be eligible for the Reasonable Accommodation Payment Standard based on proximity if:

- They already receive life-sustaining care in another jurisdiction.
- The medical provider near the new unit does not offer life-sustaining treatment.
- The provider is located outside the City of Pittsburgh.

Rehabilitation Voucher Payment Standard

To increase the availability of quality, affordable housing, the HACP introduced the Rehabilitation Payment Standard to incentivize landlords to improve substandard units that would otherwise be ineligible for the HCV Program. Under this policy, eligible units may receive an additional 10 percent above their assigned tiered payment standard. For example, if a unit is in Tier 5 (120 percent), the applicable payment standard would increase to 130 percent of ACFMR.

Eligibility Requirements

The Rehabilitation Voucher Payment Standard is available to all HCV families. Units assisted with LIHTC are not eligible for this payment standard during the initial fifteen (15) year affordability period. After that period ends, they may qualify if other criteria are met.

A unit may qualify if it meets at least one (1) of the following criteria:

- Substantial rehabilitation or renovation work completed on or after January 1, 2019, and totaling \$12,000 or more per unit in labor and/or materials, including:
 - Major system upgrades (e.g., electrical, plumbing, HVAC)
 - Roof replacement or building envelope improvements
 - Substandard unit upgrades
- Affordable new construction unit(s) developed under an approved Inclusionary Zoning policy as determined by the City of Pittsburgh Department of City Planning.

Note: Green or energy-efficient improvements are encouraged but currently not eligible due to capacity limits.

Frequency and Portfolio Cap

To ensure equitable access and control costs, the following limits apply:

- A unit may only qualify for the Rehabilitation Payment Standard once every five (5) years.
- A second request for the same unit will only be considered if it is leased to a new HCV family.
- A property owner may only request this payment standard for up to 25 percent of units in their portfolio.

Required Documentation

To request the Rehabilitation Payment Standard, landlords or owners must:

- Submit the Rehabilitation Payment Standard Request form along with the Request for Tenancy Approval (RFTA). Forms are available on the HACP's website. All work must be completed before the initial HQS/NSPIRE inspection – preferably before submitting the RFTA.
- Provide clear documentation (e.g., invoices, permits, contracts) showing the scope of work completed and linking it to the unit listed on the RFTA. If documentation lacks a unit address, additional proof may be required.
- For IZ units, the owner must request HACP to verify the inclusionary zoning status with the Department of City Planning.
- Allow HACP inspectors (or an authorized third party) to verify the work during the initial HQS/NSPIRE inspection.

MTW Activity Use in Special Purpose Vouchers

Currently, the HACP uses the local payment standards in the Family Unification Program (FUP), Mainstream (MS5), Mobility Demonstration (MDV), Veterans Affairs Supportive Housing (VASH), and the Emergency Housing Voucher (EHV) Program. Although the HACP stopped issuing new EHV's in 2023, families already leased under the program may continue to benefit from these local payment standards during their tenancy.

In cases where the Special Purpose Voucher and Community Choice Demonstration requirements conflict with MTW flexibilities, the governing rules under the Special Purpose Voucher or Community Choice Demonstration statutes and Notice of Funding Availability (NOFA) will take precedence.

Any future changes to Special Purpose Voucher payment standards will be documented in future MTW Annual Plans.

iii. Activity Status

The Reasonable Accommodation Payment Standard continues to be available to all voucher holders. However, this payment standard continues to be the least used, except for PBV UFAS units developed under the PBV + Gap Financing program.

Over a two (2) month study conducted in the summer of 2024, the HACP identified that the Rehabilitation Payment Standard was growing at an exponential rate, significantly increasing Housing Assistance Payment (HAP) costs. Using rent reasonableness software, the HACP analyzed this payment standard and compared it to the current market, projecting future costs based on its growth since inception. As a result, the HACP paused the Rehabilitation Payment Standard Program on July 30, 2024, to review changes to eligibility criteria and owner documentation with the goal of making the program more cost-effective and aligned with its mission to improve the local rental housing stock for voucher holders. These changes are detailed in the following section.

Current HCV property owners were sent a letter, and a public announcement regarding the pause was published in the local newspapers, as well as on the HACP website and social media, for two (2) weeks leading up to the pause. For units approved under the Rehabilitation Payment Standard before July 30, 2024, the HACP will continue to honor the higher payment standard until the current tenant's lease ends, if applicable during the pause. While there is no set date for lifting the pause, updates on the Rehabilitation Payment Standard will be provided in future MTW annual plans and reports, as necessary.

To prepare for a constrained federal budget in FY 2026, the HACP is exploring potential cost-savings within its rent calculation methods. This involves analyzing whether to modify the existing tiered payment standard or switch to the federally mandated Small Area Fair Market Rents (FMRs). The goal is to identify the most efficient model that allows the HACP to serve the maximum number of families with limited funds, a key requirement for compliance under the MTW "Substantially the Same" rule.

iv. Planned Non-Significant Changes

For organizational and reporting purposes, the HACP combined MTW activities #7 and #10 into a single Local Payment Standard activity. This change is administrative only; the underlying payment standard methodologies, eligibility criteria, and programming requirements remain unchanged and are not planned to change during the Plan Year.

v. Planned Changes to Metrics/Data Collection

The benchmark figures were updated to reflect the combination of both payment standard MTW activities. Please see the metrics that the HACP intends to use for this activity as follows:

<i>Housing Choice</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
HC #1: Additional Units of Housing Made Available	Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	Housing units of this type prior to implementation of the activity (number). 0	Expected housing units of this type after implementation of the activity (number). 50	Actual housing units of this type after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.
HC #2: Units of Housing Preserved	Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase).	Housing units preserved prior to implementation of the activity (number). 0	Expected housing units preserved after implementation of the activity (number). 400	Actual housing units preserved after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.
HC #5: Increase in Resident Mobility	Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity (number). 0	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number). 50	Actual increase in households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

<i>HACP Specific Metrics</i>					
Metric Name	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
New landlords attracted to HCV program	Number of new landlords leasing units to HCV participants. That would otherwise not be available (increase).	Total number of new landlords prior to implementation of the activity (number). 0	Expected number of new landlords after implementation of the activity (number) 20	Actual number of new landlords enrolled after implementation of the activity	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

8. Step Up to Market Financing Program

i. Plan Year Approved, Implemented, and Amended

- **FY 2012-2013:** Approved and implemented
- **FY 2017:** Amended to include additional features

Authorization	Regulatory Citation
Attachment C (B)(1)	24 CFR 982 and 990
Attachment C (C)(12-16)	24 CFR 941.202 & 203
Attachment C (D)(7)	24 CFR 983 24 CFR 941.306 24 CFR 941.401

ii. Description

The HACP continues to expand its use of block grant authority under the MTW Agreement to leverage debt for public housing redevelopment, modernization, and the development or preservation of affordable housing. The goal is to address additional distressed properties in the HACP's portfolio before the current MTW agreement ends in FY 2043 and to increase the quality and variety of affordable housing options across Pittsburgh.

The HACP will prioritize properties for participation in the Step Up to Market program and pursue a mix of local strategies such as Gap Financing, PBV commitments, and RAD conversions. One or more of these approaches may be used, depending on project-specific financing and development needs and subject to applicable HUD approvals.

MTW Development and Redevelopment Authorities

The HACP has identified specific uses of its MTW block grant authority, including the following:

- Project-basing units without a competitive process
- Allowing up to 100 percent of units in a development to be project-based
- Permitting site work to begin prior to AHAP execution
- Project-basing units up to 160 percent of ACFMR, if justified by rent reasonableness and approved by HUD's subsidy layering review (independent third-party review required for HACP-owned units)

- Project-basing certain RAD PBV units up to 110 percent of SAFMR, where permissible under HUD rent caps
- Project-basing units up to 110 percent of SAFMR and up to 120 percent of SAFMR for fully accessible units, if located in mixed-finance developments wholly or partially owned by the HACP, ARMDC, or their subsidiaries
- Extending PBV unit eligibility to families earning up to 80 percent AMI
- Establishing alternative criteria for capital improvements in PBV units, subject to MTW Plan approval
- Setting site- or development-specific income-targeting goals to support mixed-income PBV developments
- Combining Section 8 PBV funds and Section 9 capital investments to support development and preservation efforts
- Acquiring property without prior HUD approval, when necessary for land assembly or timely development (with environmental and local review requirements met)
- Managing PBV units owned by the HACP in lieu of entering contracts with an independent entity

Each proposed project will be submitted to HUD with full development materials (Rental Term Sheet, Pro Forma, Sources and Uses, etc.) and will undergo a subsidy layering review where required. The HACP will follow HUD's mixed-finance development protocols throughout.

Local Non-Traditional Development: PBV/Gap Financing Program

To meet the growing demand for affordable housing, the HACP created a PBV/Gap Financing Program in partnership with its instrumentality, ARMDC. This initiative provides gap funding (soft or hard debt) to developers through a competitive RFP process. All awards are tied to PBV units and aim to:

- Support new affordable housing development
- Preserve and rehabilitate existing units
- Leverage public and private investment at a lower cost to the HACP and traditional co-development models

iii. Activity Status

The following projects are part of the HACP's current or upcoming development pipeline and may utilize one (1) or more strategies authorized under this MTW activity:

- Addison Terrace Redevelopment Phases I, II, III, and IV
- Allegheny Dwellings Redevelopment Phase I and subsequent phases, with or without RAD
- Bedford Dwellings CNI Redevelopment – Multiple phases with PBV non-traditional funding (Phase I) and RAD PBRA or PBV (Phases II through V).
- Larimer/ East Liberty Redevelopment Phase I, II, III, and IV
- Oak Hill Phase II RAD PBRA
- Manchester Redevelopment RAD PBV
- New Pennley Place RAD PBV
- Scattered Site preservation or conversion project (Integrated into public housing assets)
- Northview Midrise (Traditional mixed finance)
- City's Edge Residential Development with PBV
- 330 46th Street Apartments (Acquisition)
- Christopher A. Smith Terrace (Acquisition)
- 2104-2106 Lowrie Street (Acquisition)
- Garfield Commons (Critical capital improvement loan)
- Projects funded by the PBV Gap Financing Program
- VASH PBV projects

The PBV/Gap Financing Program has been instrumental in creating and preserving affordable housing within mixed-income communities across the City of Pittsburgh. The HACP and its instrumentality, ARMDC, will continue to collaborate with prior PBV/Gap Financing awardees and may release new RFPs during the Plan Year, subject to funding availability. A summary of current and past PBV/Gap Financing projects is provided in the chart below.

HACP PBV/Gap Financing Projects (MTW Local Non-Traditional Development)									
Year of RFP	Development Name	Developer	Neighborhood	# of PBV Units	# of non-PBV Units	Total Units	ARMDC Gap Financing	Gap Financing Per PBV Unit	Closing Status
2015	Crawford Square	McCormack Baron Salazar	Crawford Roberts	60	287	347	\$ 8,481,528	\$ 141,358.80	Completed
2015	Elmer Williams Square	Taylor Construction and	Larimer	37	0	37	\$ 829,884	\$ 22,429.30	Completed
2015	Miller Street Apartments	Derrick Tillman, Bridging the Gap,	Hill District	9	27	36	\$ 419,998	\$ 46,666.44	Completed
2017	Lemington Senior Housing	Ralph Falbo	Lincoln-Lemington	54	0	54	\$ 3,984,900	\$ 73,794.44	Completed
2018	New Granada Square	CHN Housing Partners	Middle Hill	10	30	40	\$ 1,000,000	\$ 100,000.00	Completed
2018	North Negley Residences	527 NN, LLC	Garfield	13	35	48	\$ 1,095,000	\$ 84,230.77	Completed
2019	Highland-Stanton Apartments	Action Housing	Highland Park	23	0	23	\$ 2,070,000	\$ 90,000.00	Completed
2020	Cedarwood Homes	Tryko Partners	Fairywood	24	22	46	\$ 2,160,000	\$ 90,000.00	Completed
2021	Letsche School	Beacon Communities	Crawford Roberts	25	21	46	\$ 2,250,000	\$ 90,000.00	Completed
2019	Gladstone Residences	Community Builders	Hazelwood	20	31	51	\$ 1,000,000	\$ 50,000.00	Construction
2021	Oakland Pride	Presbyterian SeniorCare Network & Affirmative	Oakland	35	18	48	\$ 2,700,000	\$ 77,142.86	Construction
2021	African Queens	Amani Christian Community Development Corp.	Hill District	12	0	12	\$ 1,000,000	\$ 83,333.33	Construction
2023, round 1	The Standard on Fifth	Beacon Communities LLC	Uptown	17	34	51	\$ 1,700,000	\$ 100,000.00	Construction
2023, round 2	First and Market	Beacon Communities	Downtown	93	0	93	\$ 3,800,000	\$ 40,860.22	Construction
2019	Fifth and Dinwiddie Development	Bridging the Gap Development, LLC	Uptown	51	52	103	\$ 7,675,000	\$ 150,490.20	Pre-Development
2023, round 1	North Homewood Avenue	McCormack Baron Salazar	Homewood	25	33	58	\$ 2,500,000	\$ 100,000.00	Pre-Development
2023, round 2	Smithfield Lofts	Woda Group	Downtown	16	30	46	\$ 1,600,000	\$ 100,000.00	Pre-Development
2023, round 2	Carson Square Apartments	Standard Communities	South side	8	46	54	\$ 720,000	\$ 90,000.00	Pre-Development
2023, round 2	Hazelwood Green (HG1-Lytle)	Trek Development Group, Inc.	Hazelwood	25	15	40	\$ 2,000,000	\$ 80,000.00	Pre-Development
2023, round 2	Hazelwood Green (HG2-Blair)	Trek Development Group, Inc.	Hazelwood	15	35	50	\$ 1,200,000	\$ 80,000.00	Pre-Development
2024	120 Cecil Way	Beacon Communities	Downtown	49	49	98	\$ 2,050,000	\$ 41,836.73	Pre-Development
2024	800 Penn Ave/209 9th St	Hullet Properties	Lawrenceville	86	22	108	\$ 1,500,000	\$ 17,441.86	Pre-Development
2024	Melwood Apartments	Rising Tide	Oakland	23	0	23	\$ 1,145,459	\$ 49,802.57	Pre-Development
2024	901-903 Liberty Avenue	Beacon Communities	Downtown	22	28	50	\$ 2,200,000	\$ 100,000.00	Pre-Development
2024	Ross Lofts	Woda Cooper Development	Downtown	15	31	46	\$ 1,500,000	\$ 100,000.00	Awarded. TBD
2024	421 Seventh Avenue	CHN Housing Partners	Downtown	25	15	40	\$ 2,500,000	\$ 100,000.00	Awarded. TBD
2024	Carrick Senior Apartments	CHN Housing Partners & Amani	Carrick	52	0	52	\$ 3,380,000	\$ 65,000.00	Awarded. TBD
Total Completed Units				255	422	677	\$22,291,310		
Total Under Construction				177	83	255	\$10,200,000		
Total Pre-Development				320	310	630	\$22,590,459		
Total Awarded				92	46	138	\$7,380,000		
GRAND TOTAL				844	861	1700	\$62,461,769		

iv. Planned Non-Significant Changes

The HACP has opted to not acquire the Garfield Commons mixed-finance property. Instead, the HACP will provide a soft loan to the owner for immediate capital improvement needs and increase the ACC subsidy, which is currently below the level of other mixed-finance projects.

v. Planned Changes to Metrics/Data Collection

None. Please see the metrics that the HACP intends to continue to use for this activity as follows:

<i>Housing Choice</i>					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
HC #1: Additional Units of Housing Made Available	Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	Housing units of this type prior to implementation of the activity (number). 0	Expected housing units of this type after implementation of the activity (number). 100	Actual housing units of this type after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.
HC #5: Increase in Resident Mobility	Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity (number). 0	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number). 100	Actual increase in households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

9. Asset Exclusion & Self-Certification in HCV and Public Housing Programs

i. Plan Year Approved, Implemented, and Amended

- **FY 2023:** Approved and implemented

Authorization	Regulatory Citation
Attachment C (D)(2)(a)	24 CFR 982.508, 982.503, and 982.518
Attachment C (D)(3)(b)	24 CFR 982.516
Attachment C (C)(4)	24 CFR 966.4 and 960.257
Attachment C (C)(11)	24 CFR 5.603 and 5.634

ii. Description:

The HACP has received approval to modify its asset verification and income calculation procedures based on total household asset value. These modifications are summarized below and align with the agency's MTW flexibility and upcoming HOTMA Sections 102 and 104 implementation:

- **Assets Valued at \$50,000 or Less (or Other Adjusted Amount as Determined by HUD Annually)**
 - **Verification.** The HACP will accept a self-certification of asset value and/or income as the highest form of verification for households with total assets valued at \$50,000 or less (or the adjusted HUD threshold).
 - **Asset Income Calculations.** The HACP will exclude all income from assets when the total household asset value is at or below \$50,000 (or the adjusted amount).
- **Assets Valued at Over \$50,000 (or Other Adjusted Amount as Determined by HUD Annually)**
 - **Verification.** The HACP will follow HUD's standard verification requirements for households with total assets exceeding \$50,000 (or the adjusted amount).
 - **Asset Income Calculations.** The HACP will include all income from assets exceeding the \$50,000 threshold (or adjusted amount) using regular asset calculation regulations.

Asset Value	Verification Requirement	Asset Income Calculation
\$50,000 or Less (or other HUD-adjusted amount)	<i>Self-certification accepted as the highest form of verification</i>	<i>All asset income is excluded from the HUD-50058</i>
Over \$50,000 (or other HUD-adjusted amount)	<i>Verified according to HUD asset verification requirements</i>	<i>All asset income is reported on the HUD-50058 and calculated per HUD regulations</i>

iii. Activity Status

This activity continues to be in full implementation.

iv. Planned Non-Significant Changes

None.

v. Planned Changes to Metrics/Data Collection

None. Please see the metrics that the HACP intends to continue to use for this activity as follows:

Cost Effectiveness					
Metric Name & #	Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
CE #1: Agency Cost Savings	Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars). \$791,364	Expected cost of task after implementation of the activity (in dollars). \$126,618	Actual cost of task after implementation of the activity (in dollars).	Whether the outcome meets or exceeds the benchmark.
CE #2: Staff Time Savings	Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours). 14,756 hours	Expected amount of staff time dedicated to the task after implementation of the activity (in hours). 2,361 hours	Actual amount of staff time dedicated to the task after implementation of the activity (in hours).	Whether the outcome meets or exceeds the benchmark.

vi. Planned Significant Changes

None.

B. Not Yet Implemented Activities

The HACP does not currently have any approved but not yet implemented activities.

C. Activities On Hold

The HACP does not currently have any approved MTW activities on hold.

D. Closed-Out Activities

Since entering the MTW Program in FY 2000, the HACP has also instituted several initiatives that no longer required specific MTW Authority. Some of those initiatives are:

1. Establishment of Site-Based Waiting Lists

i. Plan Year Approved, Implemented and Closed Out

- Approved and implemented before Standard Agreement was executed
- **FY 2006:** Closed out

ii. Close-Out Explanation

This activity was closed out prior to execution of the Standard Agreement, as MTW authority was no longer required for this activity.

2. Establishment of a Variety of Local Waiting List Preferences, including a working/elderly/disabled preference and a special working preference for scattered site units

i. Plan Year Approved, Implemented and Closed Out

- Approved and implemented before Standard Agreement was executed
- **FY 2008:** Closed out

ii. Close-Out Explanation

This activity was closed out prior to execution of the Standard Agreement, as MTW authority was no longer required for this activity.

3. Modified Rent Reasonableness Process**i. Plan Year Approved, Implemented and Closed Out**

- Approved and implemented before Standard Agreement was executed
- **FY 2008:** Closed out

ii. Close-Out Explanation

This activity was closed out prior to execution of the Standard Agreement, as MTW authority was no longer required for this activity.

4. Transition to Site-Based Management and Asset Management, including Site-Based Budgeting and Accounting**i. Plan Year Approved, Implemented and Closed Out**

- Approved and implemented before Standard Agreement was executed
- **FY 2005:** Closed out

ii. Close-Out Explanation

This activity was closed out prior to execution of the Standard Agreement, as MTW authority was no longer required for this activity.

E. Other Activities

Several activities that utilized MTW Authority but were not specified as specific initiatives waiving specific regulations were previously included in the initiative section but no longer require that separate listing. They are as follows:

1. Use of Block Grant Funding Authority to Support MTW Initiatives - Block Grant Funding Authority supports Development and Redevelopment, Enhanced and Expanded Family Self-sufficiency and related programming, and the HACP MTW Homeownership Program.

- a. Originally approved with the initial MTW Program and expanded to include homeownership and resident service programs in subsequent years, the HACP continues to use MTW block grant funding to support its MTW Initiatives. Additional information on the use of Single Fund block grant authority is included in other sections of this MTW Plan, particularly Section V. on Sources and Uses of funds.

2. Energy Performance Contracting

- a. Under the HACP's MTW Agreement, the HACP may enter into Energy Performance Contracts (EPC) without prior HUD approval. The HACP concluded its last EPC, which was executed in FY 2008, and had a twelve (12) year performance guarantee for which annual monitoring and verification occurred, ending in August 2023, achieving its purpose of reducing energy usage, costs, and improving the efficient use of federal funds.

3. Establishment of a Local Asset Management Program

- a. In FY 2004, prior to HUD's adoption of a site-based asset management approach to public housing operation and management, the HACP embarked on a strategy to transition its centralized management to more decentralized site-based management capable of using an asset management approach. During the HACP's implementation, HUD adopted similar policies and requirements for all Housing Authorities. Specific elements of the HACP's Local Asset Management Program were approved in FY 2010, as described in the Appendix, Local Asset Management Program. The HACP will continue to develop and refine its Local Asset Management Program to reduce costs and increase effectiveness.

4. Acquisition of Property and Build-Out to be Utilized for Administrative Offices

- a. The HACP along with its partners, the City of Pittsburgh, and the Urban Redevelopment Authority (URA), jointly purchased new office space located at 412 Boulevard of the Allies on September 20, 2018. The HACP built-out the office space in FY 2021-2023 and relocated in May 2023. It is the intent of the HACP to dispose of its old office spaces in the John P. Robin Civic Building (200 Ross Street, Pittsburgh, PA 15219) by the close of FY 2025, per HUD's disposition approval. HUD disposition approval was received on June 23, 2023. The approved buyer, URA, has been delaying the acquisition due to the infeasibility of their redevelopment plan for this property. The HACP receives quarterly updates from the URA.

V. PLANNED APPLICATION OF MTW FUNDS

A. Planned Application of MTW Funds

i. Estimated Sources of MTW Funds:

The MTW PHA shall provide the estimated sources and amount of MTW funding by Financial Data Schedule (FDS) line item.

FDS LINE ITEM NUMBER	FDS LINE ITEM NAME	DOLLAR AMOUNT
70500 (70300+70400)	Total Tenant Revenue	\$9,193,200
70600	HUD PHA Operating Grants	\$172,819,371
70610	Capital Grants	\$0
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	\$28,347,483
71100+72000	Interest Income	\$2,535,625
71600	Gain or Loss on Sale of Capital Assets	\$0
71100+71200+71300+71310+71400+71500	Other Income	\$892,200
70000	Total Revenue	\$213,787,579

ii. Estimated Application of MTW Funds

The MTW PHA shall provide the estimated application of MTW funding in the Plan Year by Financial Data Schedule (FDS) line item. Only amounts estimated to be spent during the plan year should be identified here; unspent funds that the MTW PHA is not planning on expending during the plan year **should not be** included in this section.

FDS LINE ITEM NUMBER	FDS LINE ITEM NAME	DOLLAR AMOUNT
91000 (91100+91200+91400+91500+91600+91700 +91800+91900)	Total Operating - Administrative	\$47,219,441
91300+91310+92000	Management Fee Expense	\$7,595,374
91810	Allocated Overhead	\$0
92500 (92100+92200+92300+92400)	Total Tenant Services	\$13,264,009
93000 (93100+93200+93300+93400+93600+93800)	Total Utilities	\$7,186,000
93500+93700	Labor	\$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	\$23,649,769
95000 (95100+95200+95300+95500)	Total Protective Services	\$6,431,961
96100 (96110+96120+96130+96140)	Total Insurance Premiums	\$2,531,150
96000 (96200+96210+96300+96400+96500+96600+ 96800)	Total Other General Expenses	\$5,301,620
96700 (96710+96720+96730)	Total Interest Expense & Amortization Cost	\$0
97100+97200	Total Extraordinary Maintenance	\$32,750,000
97300+97350	HAP + HAP Portability-In	\$55,020,600
97400	Depreciation Expense	\$0
97500+97600+97700+97800	All Other Expense	\$12,837,655
90000	Total Expenses	\$213,787,579

Please describe any variance between Estimated Total Revenue and Estimated Total Expenses:

N/A

iii. Description of Planned Application of MTW Single Fund Flexibility

MTW agencies have the flexibility to apply fungibility across three core funding programs' funding streams – public housing Operating Funds, public housing Capital Funds, and HCV assistance (to include both HAP and Administrative Fees) – hereinafter referred to as “MTW Funding.” The MTW PHA shall provide a thorough narrative of planned activities it plans to undertake using its unspent MTW Funding. Where possible, the MTW PHA may provide metrics to track the outcomes of these programs and/or activities. Activities that use other MTW authorizations in Attachment C and/or D of the Standard MTW Agreement (or analogous section in a successor MTW Agreement) do not need to be described here, as they are already found in Section (III) or Section (IV) of the Annual MTW Plan. The MTW PHA shall also provide a thorough description of how it plans to use MTW funding flexibility to direct funding towards specific housing and/or service programs and/or other MTW activity, as included in an approved MTW Plan.

PLANNED APPLICATION OF MTW SINGLE FUND FLEXIBILITY

The HACP plans to utilize its single fund flexibility to direct \$6,807,588 in 2026 from the HCV and LIPI Program funding to support the HACP Development Program, Modernization Program, Resident Services, and Protective Services.

The HACP will continue the use of single fund flexibility as approved in prior years for the activities listed below:

Activity	Plan Year Originally Obligated	Status
Use of Block Grant Funding to support Enhance Family Self-Sufficiency Program	2004 Annual Plan	Ongoing
Use of Block Grant Funding to support development and redevelopment activities	2001 Annual Plan	Ongoing
Use of Block Grant Funding to support the HACP Homeownership Program	2002 Annual Plan with modifications in subsequent years	Ongoing

B. Planned Application of PHA Unspent Operating Fund and HCV Funding

Original Funding Source	Beginning of FY - Unspent Balances	Planned Application of PHA Unspent Funds during FY
HCV HAP*	\$ 0	\$ 0
HCV Admin Fee	\$ 0	\$ 0
PH Operating Subsidy	\$ 3,756,861	\$ 3,756,861
TOTAL:	\$ 3,756,861	\$3,756,861

* Unspent HAP funding should not include amounts recognized as Special Purpose Vouchers reserves.

** HUD's approval of the MTW Plan does not extend to a PHA's planned usage of unspent funds amount entered as an agency's operating reserve. Such recording is to ensure agencies are actively monitoring unspent funding levels and usage(s) to ensure successful outcomes as per the short- and long-term goals detailed in the Plan.

Description of Planned Expenditures of Unspent Operating Fund and HCV Funding

The MTW PHA shall provide a description of planned activities and/or use(s) for unexpected Operating Fund and HCV Funding. The original funding source is defined as the legacy MTW PHA's appropriated Section 8 and Section 9 funding source(s) (HCV HAP, HCV Admin Fee, and PH Operating Subsidy). The MTW agency receives this information in their Annual Renewal Allocation, which provides a breakdown of the annual obligations for HCV HAP. For HCV Admin Fee, the biannual cash management reconciliation includes the HCV Admin Fee that has been earned at two points during the year; midyear at June 30th and end-of-year at December 31st. For the public housing operating fund unspent balance, the MTW PHA may derive their unspent funds by subtracting current assets from current liabilities in the most recent FDS submission. Current assets are the sums of FDS lines 111, 114, 115, 120, 131, 135, 142, 144 and 145. Current liabilities are the sums of FDS line 310 and 343.

The table below represents the applicable FDS lines with definitions that MTW PHA(s) should utilize to calculate public housing operating fund unspent funds. More information on FDS line items can be found at: <https://www.hud.gov/reac/fass-ph>.

FDS Line Number	FDS Line Item	Definition
Current Assets		
111	Cash-Unrestricted	This FDS line represents cash and cash equivalents in any form available for use to support any activity of the program or project.
114	Cash-Tenant Security Deposits	This FDS line represents cash in the Security Deposit Fund.
115	Cash-Restricted for Payment of Current Liabilities	This line represents cash and cash equivalents that are only to be expended for specified purposes.
120	Total Receivables	This line represents the total of all receivables less the amounts established as allowances for estimated uncollectible amounts.
131	Investments – Unrestricted	This line represents the fair market value of all investments which can be used to support any activity of a program, project, activity, COCC, or entities.
135	Investments – Restricted for Payment of Current Liability	This line represents the fair market value of all investments designated for specific purposes that will be used to liquidate a current liability in the next fiscal year or offset unearned revenue.
142	Prepaid Expenses and Other Assets	This line represents all prepaid expenses. These are not expected to be converted.
144	Inter-program-Due From	This line represents amounts due from other PHA projects, programs, and activities of a temporary nature.
145	Assets Held for Sale	This line represents assets that the entity expects to sell to qualified applicants. This line item is typically used as part of the homeownership program.
Current Liabilities		
310	Total Current Liabilities	This FDS line is the sum of lines 311 through 348 and represents the total of all current liabilities.
343	Current Port of Long-Term Debt (Capital Projects/Bonds)	This line includes the current portion of debts acquired and debts issued for capital purposes of the PHA/entity.

For HCV funding, the biannual cash management reconciliation for HUD-held reserves includes both HCV and SPV reserves. MTA PHA(s)' accounting records should include sufficient detail to report on the amount that are HCV versus SPV reserves. Where possible, please identify the planned use, the estimated amount, to which funding source the planned use(s) is attributable, as well as the projected timeline or timeline update.

The planned expenditures of the unspent operating fund and HCV funding will be used on general operating costs along with development and modernization costs. Please see the above capital budgets and estimated application of MTW Funds for in depth detail.

* Unspent HAP funding should not include amounts recognized as Special Purpose Vouchers reserves.

** HUD's approval of the MTW Plan does not extend to a PHA's planned usage of unspent funds amount entered as an agency's operating revenue. Such recording is to ensure agencies are actively monitoring unspent funding levels and usage(s) to ensure successful outcomes as per the short- and long-term goals detailed in the Plan.

C. Local Asset Management Plan (LAMP)

- i. Is the MTW PHA allocating costs within statute?

No, the HACP is not allocating costs within statute

- ii. Is the MTW PHA implementing a local asset management plan (LAMP)?

Yes

- iii. Has the MTW PHA provided a LAMP in the appendix?

Yes

If the MTW PHA has provided a LAMP in the appendix, please describe any proposed changes to the LAMP in the Plan Year or state that the MTW PHA does not plan to make any changes in the Plan Year.

The HACP does not plan to make any changes in the Plan Year.

D. Rental Assistance Demonstration (RAD) Participation

i. Description of RAD Participation

The MTW PHA shall provide a brief description of its participation in RAD. This description must include the proposed and/or planned number of units to be converted under RAD, under which component the conversion(s) will occur, and approximate timing of major milestones. The MTW PHA should also give the planned/actual submission dates of all RAD Significant Amendments. Dates of any approved RAD Significant Amendments should also be provided.

RENTAL ASSISTANCE DEMONSTRATION (RAD) PARTICIPATION

- **Glen Hazel Family & High Rise (RAD PBRA)**– Converted 209 units in 2018, with all rehabilitation and relocation completed in 2020.
- **Oak Hill Phase I and Wadsworth (RAD PBRA)** – Converted 315 units in 2017; In 2026, HACP intends to request HUD approval to dispose of select parcels of the remaining 80 obsolete MROP replacement units.
- **Manchester Redevelopment (RAD PBV)** – Closed May 2024; 86 public housing units converted to PBV with rehabilitation completion expected in 2026.
- **New Pennley Place Phase I (RAD PBV)** – Closed January 2025; 38 mixed finance units converting to PBV with rehabilitation completion expected in 2025.
- **Bedford Dwellings Choice Neighborhoods Redevelopment (RAD PBRA & PBV)** – Phase I (Francis St) is 90 RAD PBV units and construction completion is slated for Q3 2025. Phase II (Somers Dr) was approved for 103 RAD PBRA units and construction completion is slated for 2027. Phase III was approved for 33 RAD PBV units and its financial closing is targeted for April 2026. Phases IV (Offsite) and V (Chauncey Dr) will consist of 32 and 57 RAD PBV units with site selection process and planning as well as resident relocation activities are underway. Construction for Phase IV is projected to be completed in 2029, and Phase V is projected to be completed in 2032.

- ii. **Has the MTW PHA submitted a RAD Significant Amendment in the appendix? A RAD Significant Amendment should only be included if it is a new or amended version that requires HUD approval.**

- iii. **If the MTW PHA has provided a RAD Significant Amendment in the appendix, please state whether it is the first RAD Significant Amendment submitted or describes any proposed changes from the prior RAD Significant Amendment?**

The HACP did not submit a RAD Amendment in the Appendix.

VI. ADMINISTRATIVE

A. Board Resolution and Certifications of Compliance

The following documents are included in the FY 2026 MTW Annual Plan:

- A copy of the HACP Board Resolution and certification adopting this FY 2026 MTW Annual Plan and
- A signed copy of the Certifications of Compliance

PLACEHOLDER FOR MTW PLAN BOARD RESOLUTION

PLACEHOLDER FOR MTW PLAN BOARD RESOLUTION

PLACEHOLDER FOR MTW CERTIFICATIONS OF COMPLIANCE

PLACEHOLDER FOR MTW CERTIFICATIONS OF COMPLIANCE

B. Documentation of Public Process

In preparing the FY 2026 MTW Annual Plan, the HACP followed the public process requirements outlined in the Standard MTW Agreement as follows:

PUBLIC COMMENT PERIOD	Start:	End:
Public Comment Period	August 17, 2025	September 16, 2025
Number of Comments Received	None	

PUBLIC HEARING(S)	Details:
Dates and Times	Wednesday, September 3, 2025, at 9:30 am and 5:30 pm
Location	Virtual via Zoom: Meeting ID: 85821536679, (US) +1 312-626-6799, Passcode: 926517
Number of Public Attendees	None

Accessibility and Language Access

Individuals with disabilities needing accommodations or those needing alternative formats are encouraged to contact the HACP Disability Compliance Office at 412-456-5282, via email at ra@hacp.org, or through TTY by dialing 711. Language assistance services, including translation and interpretation, are made available upon request to ensure meaningful access for individuals with limited English proficiency. In addition, Zoom meetings include built-in features that allow attendees to enable closed captioning and/or language translation at no cost and without assistance from the HACP.

No members of the public requested a reasonable accommodation, alternative format, or any language assistance services during the public comment period for this Plan.

Public Comment Details, as Applicable

The HACP will report the public hearing attendance details and comments received during the public hearings at the September Board of Commissioners meeting.

C. Planned and Ongoing Evaluations

The HACP continues to work with the University of Pittsburgh, Graduate School of Public and International Affairs, Center for Urban Studies, on evaluation of the HACP implemented activities. Future work will focus on extending and expanding the evaluation project to include factors relating to economic and social mobility as it relates to MTW initiatives.

D. Lobbying Disclosures

Signed copies of the Certification of Payments to Influence Federal Transactions (HUD-50071) and Disclosure of Lobbying Activities (SF-LLL) forms are located on the subsequent pages.

Certification of Payments to Influence Federal Transactions (HUD-50071) and Disclosure of Lobbying Activities (SF-LLL)

PLACEHOLDER

Certification of Payments to Influence Federal Transactions (HUD-50071) and Disclosure of Lobbying Activities (SF-LLL)

PLACEHOLDER

Certification of Payments to Influence Federal Transactions (HUD-50071) and Disclosure of Lobbying Activities (SF-LLL)

PLACEHOLDER

VII. APPENDICES

A. Appendix I. Local Asset Management Plan (LAMP)

Ongoing Initiatives and Deviations from General Part 990 Requirements

During FY 2026, the HACP will undertake the following initiatives to improve the effectiveness and efficiency of the Agency:

- The HACP will maintain the spirit of the HUD site-based asset management model. It will retain the COCC and site-based income and expenses in accordance with HUD guidelines but will eliminate inefficient accounting and/or reporting aspects that yield little or no value from the staff time spent, or the information produced.
- The HACP will maintain an MTW cost center that holds all excess MTW funds not allocated to the sites or to the voucher program. This cost center and all activity therein will be reported under CFDA #14.881 Moving to Work Demonstration Program. This cost center will also hold the balance sheet accounts of the authority.
- The MTW cost center will essentially represent a mini-HUD. All subsidy dollars will initially be received and reside in the MTW cost center. Funding will be allocated annually to sites based upon their budgetary needs as represented and approved in their annual budget request. Sites will be monitored both as to their performance against the budgets and the corresponding budget matrix. They will also be monitored based upon the required PUM subsidy required to operate the property. The HACP will maintain a budgeting and accounting system that gives each property sufficient funds to support annual operations, including all COCC fees and frontline charges. Actual revenues will include those provided by HUD and allocated by the HACP based on annual property-based budgets. As envisioned, all block grants will be deposited into a single general ledger fund.
- Site balance sheet accounts will be limited to site specific activity, such as fixed assets, tenant receivables, tenant security deposits, unrestricted net asset equity, which will be generated by operating surpluses, and any resulting due to/due from balances. All other balance sheet items will reside in the MTW fund accounts, and will include such things as compensated balance accrual, workers compensation accrual, investments, A/P accruals, payroll accruals, etc. The goal of this approach is to attempt to minimize extraneous accounting, and reduce unnecessary administrative burden, while maintaining fiscal integrity.

- All cash and investments will remain in the MTW cost center. This will represent the general fund. Sites will have a due to/due from relationship with the MTW cost center that represents cash.
- All frontline charges and fees to the central office cost center will be reflected in the property reports, as required. The MTW ledger won't pay fees directly to the COCC. As allowed under the asset management model, however, any subsidy needed to pay legacy costs, such as pension or terminal leave payments, may be transferred from the MTW ledger or the projects to the COCC.
- No inventory will exist on the books at the sites. A just-in-time system will be operational and more efficient, in terms of both time and expense. Also, smaller inventories will be held in COCC mobile warehouse units.
- Central Operations staff, many of whom perform direct frontline services such as home ownership, self-sufficiency, and/or relocation, will be front lined appropriately to the LIPH and/or HCV programs, as these costs are 100 percent LIPH and/or Housing Choice Voucher.
- Actual HCV amounts needed for HAP and administrative costs will be allotted to the HCV program, including sufficient funds to pay asset management fees. Block grant reserves and their interest earnings will not be commingled with HCV operations, enhancing the budget transparency. The HCV program managers will become more responsible for their budgets in the same manner as public housing site managers.
- Information Technology costs will be directly charged to the programs benefiting from them, e.g., the LIPH module cost will be charged directly to AMPs; all indirect IT costs will be charged to all cost centers based on a "per workstation" charge rather than a Fee for Service basis. This will allow for equitable allocation of the expense while saving time and effort on invoices.

Flexible use of Phase in of Management Fees

As a component of its local asset management plan, the HACP elects to make use of phase-in management fees for 2010 and beyond. The HUD prescribed management fees for the HACP are \$57.17 PUM. The HACP will continue to follow the phase-in schedule and approach for management fees as proposed by the HACP and approved by HUD in 2010, as follows:

Schedule of Phased-in Management Fees for HACP

2008 (Initial Year of Project-Based Accounting)	\$91.94
2009 (Year 2)	\$84.99
2010 (Year 3 and beyond)	\$78.03

The above numbers reflect 2009 dollars.

The HACP has increased contract costs over the past year to develop new programming and upgrade software. These upgrades will help the HACP reach its goal of providing outstanding service to the communities. The HACP has been diligently working to reduce its expenditure levels and cut unnecessary COCC costs. It is also working to increase its management fee revenues in the COCC, through aggressive, and we believe, achievable, development and lease up efforts in both the public housing and leased housing programs. The 2026 budget shows COCC at break-even. A major component of the HACP strategic plan is to grow its public housing occupancy, both through mixed finance development and management, as well as in house management, to better serve our low-income community and to recapture some of the fees lost to demolition. This requires central office staff, talent, and expense. To make this plan work, i.e., to assist in the redevelopment of the public housing portfolio, we will need the continued benefit of the locked in level of phase in management fees.

It is worth noting that HACP has historically had above normal central office costs driven by an exceedingly high degree of unionization. The HACP has over a half dozen different collective bargaining units; this has driven up costs in all COCC departments, especially in Human Resources, Facility Services and Legal.

B. Appendix II. Units Approved for Homeownership Disposition

As of July 2025

PA-28-P001-022		
PA Number	Zip	Address
PA-28-P001-022	15210	1603 BALLINGER ST #1
PA-28-P001-022	15210	1611 BALLINGER ST #2
PA-28-P001-022	15216	219 SEBRING AVE #4
PA-28-P001-022	15206	252 AMBER ST #5
PA-28-P001-022	15206	250 AMBER ST #6
PA-28-P001-022	15206	248 AMBER ST #7
PA-28-P001-022	15206	222 S. EUCLID AVE #8
PA-28-P001-022	15206	246 AMBER ST #10
PA-28-P001-022	15206	246 S. EUCLID AVE #12
PA-28-P001-022	15206	234 S. EUCLID AVE #16
PA-28-P001-022	15206	226 S EUCLID AVE #17
PA-28-P001-022	15206	244 S. EUCLID AVE #18
PA-28-P001-022	15214	411 CHAUTAUQUA ST #19
PA-28-P001-022	15233	1217 SHEFFIELD ST #20
PA-28-P001-022	15233	1219 SHEFFIELD ST #21
PA-28-P001-022	15233	1216 HAMLIN ST #22
PA-28-P001-022	15233	1218 HAMLIN ST #23
PA-28-P001-022	15216	2534 NEELD AVE #27
PA-28-P001-022	15210	712 MONTOOTH ST #28
PA-28-P001-022	15210	714 MONTOOTH ST #29
PA-28-P001-022	15210	716 MONTOOTH ST #30
PA-28-P001-022	15210	718 MONTOOTH ST #31
PA-28-P001-022	15210	720 MONTOOTH ST #32
PA-28-P001-022	15210	722 MONTOOTH ST #33
PA-28-P001-022	15210	724 MONTOOTH ST #34
PA-28-P001-022	15210	726 MONTOOTH ST #35
PA-28-P001-022	15210	728 MONTOOTH ST #36
PA-28-P001-022	15210	730 MONTOOTH ST #37
PA-28-P001-022	15212	1429 SANDUSKY ST #38
PA-28-P001-022	15212	1431 SANDUSKY ST #39
PA-28-P001-022	15216	142 SEBRING ST #40
PA-28-P001-022	15210	212 CLOVER ST #41
PA-28-P001-022	15210	214 CLOVER ST #42
PA-28-P001-022	15210	216 CLOVER ST #43
PA-28-P001-022	15210	218 CLOVER ST #44
PA-28-P001-022	15210	213 ROTHMAN ST #45
PA-28-P001-022	15210	215 ROTHMAN ST #46

PA-28-P001-022	15210	217 ROTHMAN ST #47
PA-28-P001-022	15210	219 ROTHMAN ST #48
PA-28-P001-022	15207	515 FRAYNE ST #49
PA-28-P001-022	15207	517 FRAYNE ST #50
PA-28-P001-022	15207	521 FRAYNE ST #51
PA-28-P001-022	15207	523 FRAYNE ST #52
PA-28-P001-022	15207	527 FRAYNE ST #53
PA-28-P001-022	15207	529 FRAYNE ST #54
PA-28-P001-022	15207	533 FRAYNE ST #55
PA-28-P001-022	15207	535 FRAYNE ST #56
PA-28-P001-022	15226	2337 WOLFORD ST #58
PA-28-P001-022	15212	3564 BRIGHTON RD #60
PA-28-P001-022	15226	952 BAYRIDGE AVE #61
PA-28-P001-022	15210	1602 FIAT ST #62
PA-28-P001-022	15226	2069 WOODWARD AVE #63
PA-28-P001-022	15216	1309 METHYL ST #64
PA-28-P001-022	15201	112 SCHENLEY MANOR DR #65
PA-28-P001-022	15212	1323 OAKHILL ST #66
PA-28-P001-022	15226	1541 CHELTON AVE #67
PA-28-P001-022	15210	221 WAYSIDE ST #68
PA-28-P001-022	15216	1415 KENBURMA AVE #69
PA-28-P001-022	15201	111 SCHENLEY MANOR DR #70
PA-28-P001-022	15235	7314 SOMERSET ST #71
PA-28-P001-022	15216	948 SHADYCREST RD #72
PA-28-P001-022	15220	1245 CRANE AVE #73
PA-28-P001-022	15217	3773 BEECHWOOD BLVD #74
PA-28-P001-022	15210	2113 ECCLES ST #76
PA-28-P001-022	15210	2115 ECCLES ST #77
PA-28-P001-022	15210	2119 ECCLES ST #78
PA-28-P001-022	15210	2121 ECCLES ST #79
PA-28-P001-022	15210	2125 ECCLES ST #80
PA-28-P001-022	15210	2127 ECCLES ST #81
PA-28-P001-022	15210	2133 ECCLES ST #82
PA-28-P001-022	15210	2135 ECCLES ST #83
PA-28-P001-022	15212	223 CARRINGTON ST #84
PA-28-P001-022	15212	225 CARRINGTON ST #85
PA-28-P001-022	15212	227 CARRINGTON ST #86
PA-28-P001-022	15212	229 CARRINGTON ST #87

PA-28-P001-038		
PA Number	Zip	Address
PA-28-P001-038	15207	926 JOHNSTON AVE #259
PA-28-P001-038	15207	930 JOHNSTON AVE #260

PA-28-P001-039		
PA Number	Zip	Address
PA-28-P001-039	15226	738 WOODBOURNE AVE #3
PA-28-P001-039	15216	1512 ROCKLAND AVE #6
PA-28-P001-039	15201	4290 COLERIDGE ST #7
PA-28-P001-039	15216	2724 STRACHAN ST #8
PA-28-P001-039	15206	258 S. EUCLID AVE #9
PA-28-P001-039	15211	447 SWEETBRIAR ST #10
PA-28-P001-039	15211	449 SWEETBRIAR ST #11
PA-28-P001-039	15211	453 SWEETBRIAR ST #12
PA-28-P001-039	15211	455 SWEETBRIAR ST #13
PA-28-P001-039	15204	3828 MERLE STREET #15
PA-28-P001-039	15226	2010 PIONEER AVE #16
PA-28-P001-039	15211	116 WILBERT ST #17
PA-28-P001-039	15216	1318 ORANGEWOOD AVE #18
PA-28-P001-039	15210	2159 WHITED ST #19
PA-28-P001-039	15210	2161 WHITED ST #20
PA-28-P001-039	15226	958 NORWICH ST #21
PA-28-P001-039	15216	2367 SARANAC AVE #22
PA-28-P001-039	15216	2344 PALM BEACH AVE #23
PA-28-P001-039	15226	1676 PIONEER AVE #24
PA-28-P001-039	15216	2393 SARANAC AVE #25
PA-28-P001-039	15204	3740 MERLE ST #26
PA-28-P001-039	15226	517 ROSSMORE AVE #28
PA-28-P001-039	15210	2073 WALTON AVE #29
PA-28-P001-039	15201	1159 WOODBINE ST #30
PA-28-P001-039	15221	8331 VIDETTE ST #32
PA-28-P001-039	15216	1630 DAGMAR AVE #33
PA-28-P001-039	15208	114 N DALLAS AVE #34
PA-28-P001-039	15226	2216 WOODWARD ST #35
PA-28-P001-039	15204	2728 STAFFORD ST #36
PA-28-P001-039	15204	2730 STAFFORD ST #37
PA-28-P001-039	15221	1969 ROBINSON BLVD #38
PA-28-P001-039	15226	707 DUNSTER ST #39
PA-28-P001-039	15204	2736 MERWYN AVE #40

PA-28-P001-039	15204	2738 MERWYN AVE #41
PA-28-P001-039	15210	315 ROCHELLE ST #42
PA-28-P001-039	15212	1233 HODGKISS ST #43
PA-28-P001-039	15212	1219 MARSHALL AVE #44
PA-28-P001-039	15212	3851 HIAWATHA ST #45
PA-28-P001-039	15204	3176 LADOGA ST #48
PA-28-P001-039	15201	118 SCHENLEY MANOR DR #49
PA-28-P001-039	15208	7152 MCPHERSON BLVD #51
PA-28-P001-039	15219	512 MORGAN STREET #52
PA-28-P001-039	15204	1253 BERRY ST #53
PA-28-P001-039	15214	3527 COLBY ST #55
PA-28-P001-039	15206	5461 CLARENDON PL #57
PA-28-P001-039	15206	7216 MINGO ST #59
PA-28-P001-039	15201	4307 COLERIDGE ST #60

PA-28-P001-050

PA Number	Zip	Address
PA-28-P001-050	15216	1605 CANTON AVE #1
PA-28-P001-050	15216	1607 CANTON AVE #2
PA-28-P001-050	15216	1609 CANTON AVE #3
PA-28-P001-050	15216	1611 CANTON AVE #4
PA-28-P001-050	15216	1613 CANTON AVE #5
PA-28-P001-050	15216	1615 CANTON AVE #6
PA-28-P001-050	15207	4634 MONONGAHELA ST #7
PA-28-P001-050	15207	4632 MONONGAHELA ST #8
PA-28-P001-050	15207	4630 MONONGAHELA ST #9
PA-28-P001-050	15207	4628 MONONGAHELA ST #10
PA-28-P001-050	15207	4626 MONONGAHELA ST #11
PA-28-P001-050	15207	4624 MONONGAHELA ST #12
PA-28-P001-050	15207	4622 MONONGAHELA ST #13
PA-28-P001-050	15207	4620 MONONGAHELA ST #14
PA-28-P001-050	15207	4618 MONONGAHELA ST #15
PA-28-P001-050	15207	4616 MONONGAHELA ST #16
PA-28-P001-050	15207	4732 SYLVAN AVE #17
PA-28-P001-050	15207	4730 SYLVAN AVE #18
PA-28-P001-050	15207	147 ALLUVIAN ST #19
PA-28-P001-050	15207	149 ALLUVIAN ST #20
PA-28-P001-050	15207	151 ALLUVIAN ST #21
PA-28-P001-050	15207	153 ALLUVIAN ST #22
PA-28-P001-050	15207	155 ALLUVIAN ST #23
PA-28-P001-050	15207	157 ALLUVIAN ST #24
PA-28-P001-050	15207	315 FLOWERS AVE #25

PA-28-P001-051		
PA Number	Zip	Address
PA-28-P001-051	15204	1212 STANHOPE ST #1
PA-28-P001-051	15204	1212 1/2 STANHOPE ST #2
PA-28-P001-051	15204	1214 STANHOPE ST #3
PA-28-P001-051	15204	1214 ½ STANHOPE ST #4
PA-28-P001-051	15204	1111 FAULKNER ST #5
PA-28-P001-051	15204	1113 FAULKNER ST #6
PA-28-P001-051	15204	1115 FAULKNER STREET #7
PA-28-P001-051	15204	1117 FAULKNER ST #8
PA-28-P001-051	15204	2703 SACRAMENTO AVE #9
PA-28-P001-051	15204	324 WYCKOFF AVE #10
PA-28-P001-051	15204	326 WYCKOFF AVE #11
PA-28-P001-051	15204	2649 GLASGOW ST #14
PA-28-P001-051	15204	2651 GLASGOW ST #15
PA-28-P001-051	15204	2700 SACRAMENTO AVE #16
PA-28-P001-051	15204	2702 SACRAMENTO AVE #17
PA-28-P001-051	15204	2704 SACRAMENTO AVE #18
PA-28-P001-051	15204	2706 SACRAMENTO AVE #19
PA-28-P001-051	15204	2708 SACRAMENTO AVE #20
PA-28-P001-051	15204	2710 SACRAMENTO AVE #21
PA-28-P001-051	15204	1208 FAULKNER ST #22
PA-28-P001-051	15204	1210 FAULKNER ST #23
PA-28-P001-051	15204	1212 FAULKNER ST #24
PA-28-P001-051	15204	1214 FAULKNER ST #25

The list of units approved for homeownership disposition is subject to change, with properties being added upon receiving HUD approval and removed once they are sold. In addition to the currently approved properties, the HACP plans to submit a request to add ninety-four (94) existing scattered site units in late 2025 and any further additions will be incorporated into future MTW Annual Plans as applicable. The HACP's Asset Management Department maintains the official, comprehensive, and up-to-date list of all units currently approved by HUD for homeownership disposition.

C. Appendix III. HACP Homeownership Program

The Homeownership Plan was revised in July 2025 and the HACP Board of Commissioners approved it in September 2025.



**Opening Doors
to Homeownership**
IN PITTSBURGH

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

TABLE OF CONTENTS

TABLE OF CONTENTS	1
I. INTRODUCTION AND PURPOSE	3
II. DEFINITIONS	3
III. ACCESSIBILITY	5
IV. ELIGIBILITY, APPLICATION, AND ENROLLMENT PROCESS.....	5
1. General Eligibility Requirements.....	5
2. Additional Eligibility Requirements.....	5
3. Application Prerequisites	7
4. Enrollment and Waiting List Management.....	8
V. PROPERTY SELECTION AND OFFER PROCESS.....	9
1. Portability.....	9
2. Vacant Scattered Site Homes.....	9
Scattered Site Homes Buyer Selection Criteria	9
Scattered Sites Sales Agreement	10
HACP-Occupied Scattered Site Homes	10
VI. HOME PURCHASE AND SALES AGREEMENT	11
1. Homeownership Program Participation Requirements.....	11
2. Home Inspection	11
VII. FINANCING REQUIREMENTS.....	12
1. Loan Terms and Review Requirements	12
Determining Affordability: Buyer's Monthly Homeownership Expense	13
Down Payment.....	13
Refinancing	14

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

VIII. HOMEOWNERSHIP PROGRAM COMPONENTS	14
1. Streamlined Seventy-Five (75) Day Closing Process	14
2. Home Warranty and Closing Cost Assistance	14
3. Foreclosure Prevention Fund	15
4. Soft Second Deferred Payment Forgivable Mortgage:	16
Homeownership Expense Standards and Affordability Guidelines.....	16
Calculating Soft-Second Mortgage Eligibility using the Housing Assistance Payment.....	17
5. HACP Section 32 and Convertible Bridge Loans	18
Section 32 Background and Purpose	18
Purchase Resale Entry (Pre) Requirements	18
HACP Bridge Loan Program Mechanics	20
Bond Option	22
Bridge Loan Terms	22
Bridge Loan Conversion Process	23
Purchase Transaction Process	23
IX. OUTREACH, PARTNERSHIPS, AND EDUCATION	23
1. Marketing and Outreach	23
2. Industry Collaboration	24
3. Real Estate Agent and Lender Training	24
X. PROGRAM OVERSIGHT AND ADMINISTRATION	25
1. Program Governance and Oversight.....	25
2. Data Management and Recordkeeping	26
Participant Files.....	26
XI. POLICY REVIEW AND UPDATES.....	26
1. Regular Policy Review	27
Policy Revisions.....	27
Approval Process	27
Communication of Updates.....	27
XII. APPENDIX: UNITS APPROVED FOR HOMEOWNERSHIP DISPOSITION.....	28

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

I. INTRODUCTION AND PURPOSE

The Housing Authority of the City of Pittsburgh (HACP) offers a structured and accessible path to homeownership for Low-Income Public Housing (LIPH), Housing Choice Voucher (HCV), and income-eligible participants who desire to purchase their first home and primary residence within the City of Pittsburgh. The program combines financial assistance, education, streamlined homebuying support, and affordability protections. This initiative is designed to reduce barriers for low-income families, promote sustainable homeownership, and foster long-term community stability.

The specific objectives of the HACP Homeownership Program are:

- Expand homeownership opportunities for low-income families,
- Provide an opportunity for first-time low-income homebuyers to purchase a home within the City of Pittsburgh, and
- Encourage HACP families to acquire appreciable assets and move toward the goal of economic self-sufficiency and eventual independence from government assistance programs.

II. DEFINITIONS

To ensure clarity and transparency in the Homeownership Program, this section defines key terms related to our processes and eligibility criteria. Understanding these terms is essential for all staff, partners, and participants to ensure the program's success.

For the purposes of this document, the terms listed below have the following meanings:

- **Adult:** An individual who is legally recognized as an adult – typically 18 years of age or older – and possess the legal capacity to enter into a binding contract or as otherwise defined by the applicable mortgage lender. To apply and qualify for a home loan, the adult must demonstrate sufficient creditworthiness, stable income, and the ability to repay the mortgage according to lender guidelines and underwriting criteria.
- **Back-End Ratio:** The percentage of the participant's total monthly gross income that goes towards all the participant's debts, including housing, car payments, credit card bills, and other loans. The program aims for this total debt burden to be no more than 43 percent of the participant's income.
- **Buyer:** A Homeownership Program participant who has obtained a mortgage pre-approval letter from a lender.
- **Buyer's Annual Recertification Date:** The date the buyer obtains a lender's mortgage pre-approval.
- **Buyer's List:** A list signed by two (2) or more eligible buyers who are interested in purchasing the same HACP-owned property.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

- **First-Time Homeowner:** A household in which no family has held ownership interest in a primary residence during the three (3) years preceding the commencement of homeownership assistance.
- **Front-End Ratio:** The percentage of the participant's gross monthly income (before taxes and deductions) allocated to housing expenses, including the mortgage payment, property taxes, insurance, and estimated costs for utilities and maintenance. The program aims for this to be no more than 31 percent of the participant's income.
- **Gross Aid Standard:** The standard utilized to determine the supplement to the income of a low-income household to enable the buyer to purchase standard quality housing in the private market.
- **Homeownership Expense Payment:** Includes principal, interest, taxes, and insurance (PITI) associated with first mortgage debt, along with the corresponding monthly utility allowance for unit size, maintenance expense, and major repairs in accordance with 24 CFR 982.635(c)(2).
- **Purchase and Resale Entity (PRE):** An entity that acquires units for resale to low-income families in accordance with 24 CFR 906.
- **Present Ownership Interest:** No member of the household has had ownership rights or obligations related to a property, including the right to use, possess, and control the property and title to a home, in the past three (3) years.
- **Primary Residence:** A place where an individual spends the most time during the year, and which serves as their main home. Under the Commonwealth of Pennsylvania's definition of domicile, this is the location an individual intends to return to and maintain as their permanent home, even if they are temporarily living elsewhere.
- **Qualified Mortgage:** A mortgage insured by FHA, guaranteed by VA, or funded by Fannie Mae, Freddie Mac, or other qualifying governmental entity (i.e., state or local housing finance agency), nonprofit organization, or a regional Federal Home Loan Bank under an affordable housing program.
- **Scattered Sites:** Individual housing units owned and managed by the HACP that are located throughout various Pittsburgh neighborhoods. Unlike traditional public housing developments, these homes are dispersed and integrated into existing communities to support neighborhood diversity and expand access to opportunities.
- **Soft-Second Mortgage Calculation:** The estimation method used to determine the value of a non-paying, interest-free second mortgage loan. The mortgage amount is forgiven at a rate of 10 percent per year over ten years.
- **Subordination:** A legal agreement that prioritizes one debt over another, ranking one behind another for repayment purposes (debt collection).
- **Total Family Payment (TFP):** The portion of the homeownership expense that the family must pay, generally 30 percent of the family's adjusted income plus any difference between the payment standard and the actual housing cost.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

III. ACCESSIBILITY

The Homeownership Program operates in full compliance with the Fair Housing Act, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA), and all other applicable federal, state, and local laws.

- **Reasonable Accommodations:** The HACP is committed to providing reasonable accommodations for individuals with disabilities to ensure equal access to the Homeownership Program. This may include modifications to policies, procedures, or physical access to services as needed.
- **Accessible Program Materials:** Program materials, application forms, and guidance documents are available in alternative formats (e.g., large print, audio) upon request. Additionally, HACP will provide language assistance services to individuals with limited English proficiency as required by federal law.
- **Outreach Efforts:** The HACP is committed to ensuring the program is accessible to persons with disabilities and will make outreach efforts to market the program to such persons.
- **Accommodation Requests:** Individuals requesting accommodations should contact HACP's Disability Compliance Office at 412-456-5282 or email ra@hacp.org to begin the request process. Reasonable accommodations may be made for program participation, including application submission, homebuyer education, inspections, and related activities.

IV. ELIGIBILITY, APPLICATION, AND ENROLLMENT PROCESS**1. GENERAL ELIGIBILITY REQUIREMENTS**

To participate in the HACP MTW Homeownership Program, applicants must meet one of the following criteria:

- Be a current resident of HACP's Low-Income Public Housing (LIPH).
- Be a current HACP Housing Choice Voucher (HCV) participant.
- Be on the HACP waitlist for LIPH or HCV and have received an eligibility letter from the HACP's Occupancy Department for either.
- If either waitlist is closed, a non-resident must otherwise be eligible for either HCV or LIPH (based on the less restrictive criteria), as determined by the HACP, and receive a homeownership eligibility letter.

2. ADDITIONAL ELIGIBILITY REQUIREMENTS

In addition to the general criteria, the following specific eligibility criteria also applies:

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

FIRST-TIME HOMEOWNER

Each eligible applicant family must be a first-time homeowner. This means no **adult** family member has owned a primary residence in the three (3) years before starting homeownership assistance. Exceptions apply for single parents, displaced homemakers who previously owned a home with a spouse while married, **Violence Against Women Act (VAWA) victims fleeing domestic violence, dating violence, sexual assault or stalking**, or if homeownership assistance is a reasonable accommodation for a family member with a disability.

INCOME REQUIREMENTS

When the applicant obtains a mortgage pre-approval letter, the gross annual income of the head of household, spouse, and/or other adult household members buying the home must be between 50 and 80 percent of the area median income (AMI) as published by HUD. An applicant family whose head, spouse, or sole member has a disability may be exempt from the minimum income requirement if they have enough monthly income and down payment funds to meet the lender's pre-approval and all other HACP eligibility requirements.

WELFARE ASSISTANCE

Welfare assistance income (such as TANF, SSI, food stamps, general assistance, or other HUD-defined welfare assistance) is only included for elderly adult individuals or families with members who have disabilities and will own the home. For all others, welfare assistance income is disregarded when determining if the family meets the minimum income requirement.

EMPLOYMENT REQUIREMENT

To qualify for homeownership assistance, at least one (1) adult family member must have been employed full-time, defined as an average of thirty (30) hours per week, for the last twelve (12) consecutive months. This requirement is waived, however, if every adult in the family either has a disability or is over the age of 62. For those who must meet the work requirement, a single employment gap of up to one (1) month is permissible, provided the individual was employed for a full year immediately before the interruption and is currently employed when the sales agreement is signed. Self-employment individuals are also eligible if they can document that they meet these same criteria.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

PRIOR MORTGAGE DEFAULT

If the head of household, spouse, or other adult family member defaulted on a mortgage in the past three (3) years, the applicant family is not eligible for homeownership assistance.

PUBLIC HOUSING AUTHORITY (PHA) DEBTS

Applicants are not eligible if they owe any debt to the HACP or any other Public Housing Authority (PHA). Except as provided in HACP's Admissions and Continued Occupancy (ACOP) Policy and HCV Program Administrative (Admin) Plan, nothing in this provision will preclude applicants who have fully repaid such debt(s) from participating in the Homeownership Program.

OWNERSHIP INTEREST

No **adult** family member can have a present ownership interest in a residence within the past three (3) years when starting participation in the Homeownership Program, unless they are cooperative members acquiring cooperative membership shares. This does not apply to a family's right to purchase a residence through a lease-purchase agreement.

ELIGIBLE PROPERTIES

Eligible properties shall include residentially zoned single-family homes, row homes, and town homes within the City of Pittsburgh. Multifamily or non-residential properties are not eligible. The HACP may sell its existing Scattered Sites properties to program buyers. Please see the vacant Scattered Site Homes section for more details.

3. APPLICATION PREREQUISITES

Interested applicants must meet all of the prerequisites before applying to the HACP Homeownership Program as follows:

1. **Homeownership Counseling:** Applicants must attend and successfully complete a homeownership and housing counseling program approved by HUD. This counseling will provide an initial assessment of credit ratings and a certificate of completion. It includes instruction on topics such as home maintenance, budgeting, credit counseling, negotiating purchase prices, securing mortgage financing, finding a home, fair housing laws, and avoiding loans with oppressive terms.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

2. **First Mortgage Pre-Approval:** After completing homeownership counseling, applicants must complete a mortgage pre-approval application to determine if they qualify for a first mortgage. The applicant must provide the HACP with a pre-approval letter and a closing cost estimate, detailing the costs of obtaining the mortgage. The HACP requires applicants to seek a pre-approval letter and closing cost estimate that reflects the highest possible first mortgage amount they are eligible for. **Once these two (2) prerequisites (homeownership counseling and first mortgage pre-approval) are met, the applicant must complete the Homeownership questionnaire on the HACP website. This will alert the HACP Homeownership and Repositioning Manager or other staff to begin the formal application and eligibility review process.**

4. ENROLLMENT AND WAITING LIST MANAGEMENT

The HACP considers applicants enrolled in the Homeownership Program once they have completed the following steps assuming no budgetary restraints require a waiting list:

- Submitting a complete application with all required documentation.
- Providing a certificate proving completion of an approved homebuyer education class.
- Meeting all HACP eligibility requirements as outlined in previous sections.
- Receiving a mortgage loan pre-approval letter.

If annual homeownership budget has been exhausted, the HACP will use a Homeownership Waiting List. A buyer's position on this list is determined by the date the above enrollment steps are completed.

Once enrolled, buyers should be aware of the following:

- **Deadlines:** Once a buyer obtains a pre-approval letter, they have sixty (60) days to execute a sales agreement for a chosen property and provide a copy to the HACP. The buyer must complete settlement within ninety (90) days from the date the mortgage application package is submitted for underwriting.
- **Removal from List:** Buyers who fail to sign a sales agreement, complete a mortgage application promptly, or settle within the allotted period will be removed from the list.
- **Reinstatement:** Withdrawn buyers can be reinstated on the list by obtaining a new pre-approval letter; their new position will be based on the date of this new letter.
- **Budget Year Continuity:** Any buyers on the Homeownership Waiting List when annual budgeted funds are exhausted will remain on the list for the next budget year.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

- **Case-By-Case Review:** If a participant or buyer misses stated deadlines provided in writing and prior to, the HACP will review the case individually to see if remedies are available to help complete the transaction.
- **Annual Information Updates:** Any applicant who remains active but does not purchase a home within one (1) year from their eligibility date must provide updated income information for re-calculating eligibility.

V. PROPERTY SELECTION AND OFFER PROCESS**1. PORTABILITY**

A current HCV Program family who qualifies for homeownership assistance may port to another jurisdiction and purchase a home outside the HACP's jurisdiction through another PHA's program, provided the receiving PHA is administering a homeownership program, is accepting new families into its homeownership program, and considers the family eligible based upon the receiving PHA's eligibility requirements. Participants porting to other jurisdictions do not qualify for Homeownership Program Assistance from the HACP.

2. VACANT SCATTERED SITE HOMES

The HACP has identified certain Scattered Site properties for homeownership disposition in accordance with strategic objectives described in the Moving to Work Annual Plan. Upon the HACP's approval to release a HACP-owned property for sale, as it becomes vacant, the HACP Homeownership and Repositioning Manager collects applicants for a Buyer's List of interested mortgage-preapproved buyers for each home address during a minimum of five (5) business days before the HACP finalizes and closes the Buyer's List. The Buyer's List is to be used if two (2) or more mortgage-preapproved buyers desire to purchase the same property. A buyer shall be listed on only one (1) property Buyer's List or sign one (1) sales agreement at a time. A buyer is only eligible to sign a Buyer's List if the buyer's mortgage pre-approval letter states a loan amount that is at least equal to or exceeds the property's net sales price after applying applicable discounts and other program benefits. If there are no buyers for a vacant unit, the HACP may lease that unit as a standard LIPH scattered site rental unit to the next eligible family on the LIPH waiting list.

SCATTERED SITE HOMES BUYER SELECTION CRITERIA

After collecting interested, qualified buyers for up to five (5) business days, HACP shall select from the Buyer's List the qualified buyer based upon the following criteria:

- The date of the mortgage pre-approval letter shall be the first priority for selecting any qualified buyer with whom the HACP enters into a sales agreement from the property buyer's list.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

- If two (2) qualified buyers have the exact date on their mortgage pre-approval letter, the HACP shall select the qualified buyer based on the qualified buyer with a lower total debt-to-purchase price ratio.
- If a home does not sell during its initial sales offering, the HACP may collect additional interested mortgage qualified buyers from either low income public housing residents or HCV holders for an additional five (5) business day period and form a new Buyer's List to repeat the buyer selection process at the HACP's discretion.

SCATTERED SITES SALES AGREEMENT

The qualified buyer selected by the HACP to enter into a property sales agreement shall be notified by the HACP and requested to execute a sales agreement.

QUALIFIED BUYER NOT SELECTED FROM BUYER'S LIST

Once the HACP enters into a sales agreement with a qualified buyer from the Buyer's List, the remainder of the qualified buyers not selected are released from this Buyer's List and are eligible to sign up for a new property Buyer's List. **The HACP will notify qualified buyers not selected from the Buyer's List in writing within ten (10) days of making said determination.**

QUALIFIED BUYER FAILS TO COMPLY WITH SCATTERED SITES SALES AGREEMENT

If the HACP enters into a sales agreement with a qualified buyer and the qualified buyer fails to fulfill the terms and conditions of the sales agreement, the qualified buyer shall not be eligible to participate in the program for one (1) year following the date of the sales agreement. If a qualified buyer fails to complete the sales process and the qualified buyer's sales agreement is terminated, the HACP will review the property Buyer's List, and the Homeownership staff will offer the property to the next qualified buyer as outlined in the Qualified Buyer Selection Process.

HACP-OCCUPIED SCATTERED SITE HOMES

If an HACP public housing tenant is currently leasing a Scattered Site unit, the occupying tenant has the right of first refusal to purchase the Scattered Site property. If the current family leasing the unit chooses not to purchase the unit in which they reside but wants to remain in good standing as tenants, they may continue to reside in the unit as leasing tenants. If an occupying tenant exercises the right of first refusal and fails to purchase the property, they may remain in the unit as a LIPH tenant, provided they continue to be a tenant in good standing. In no case shall a tenant who fails to purchase a home gain any rights to their dwelling beyond those rights of a LIPH tenant.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

VI. HOME PURCHASE AND SALES AGREEMENT**1. HOMEOWNERSHIP PROGRAM PARTICIPATION REQUIREMENTS**

Buyers are required to locate and purchase a home—or execute a contract of sale or lease—that includes both an **inspection contingency** and a **mortgage contingency**, and the property must be located **within the limits of the City of Pittsburgh**.

All contracts must include an **inspection contingency period of at least fifteen (15) days** to allow the buyer sufficient time to complete home inspections and make informed decisions.

It is the buyer's responsibility to:

- Share a copy of the Agreement of Sale with the HACP;
- **Provide a copy of the Buyer Agency Agreement from their Broker;**
- **Submit a copy of the Agent Commission Agreement, if applicable.**

To remain eligible for financial assistance through HACP's Homeownership Program, the following conditions must continue to be met for any submitted offer:

- The purchase price does not exceed the amount used to establish your eligibility.
- The loan amount does not exceed the amount used to establish your eligibility.
- The home is within the City of Pittsburgh limits.
- Any deficiencies listed on the conventional loan's home inspection report must be reviewed by an HACP Housing Choice Voucher (HCV) inspector.
- The seller must remedy any deficiencies that do not meet housing quality standards.

2. HOME INSPECTION

The buyer shall select and pay for an independent professional inspection in accordance with the terms of the sales agreement. Such independent inspectors must be qualified by the American Society of Home Inspectors (ASHI) or **requirements per the Trade Practice Act of 1974**. The independent inspectors must furnish a copy of the inspection results to both the buyer and the HACP. The HACP must also inspect the property for housing quality standard compliance within the contingency period per the sales agreement.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

A contingency clause in the sales agreement must provide that the buyer is not obligated to pay for any necessary repairs. The buyer is prohibited from directly making repairs at their own expense before closing. HACP, in its sole discretion, may advise buyers to request that the seller cure essential deficiencies identified in the inspection report. If an agreement cannot be reached between the buyer and seller, the HACP will advise the buyer that the property does not meet program requirements and does not qualify for HACP homeownership program funding. If the seller is the HACP, then the HACP, in its sole discretion, may pay for any deficiencies found in the inspection report **per the Homeownership Standard Operating Procedure (SOP)**, or the HACP may terminate the sales agreement. Similarly, the buyer has the right to cancel the sales agreement without penalty if the HACP is unwilling to make all necessary repairs cited in the inspection.

VII. FINANCING REQUIREMENTS

1. LOAN TERMS AND REVIEW REQUIREMENTS

The HACP may not require qualified buyers to use a certain lender or a certain type of financing. **The lender will qualify the buyer for the proposed loan, and the HACP will review the loan terms to determine if they are consistent with the goals and guidelines of the Homeownership Program. While the HACP does not approve loans, it reserves the right to assess whether the terms are affordable and appropriate based on current market conditions and the buyer's financial profile.**

Qualified buyers are required to submit a copy of their loan application, also known as the Uniform Residential Loan Application (URLA)/Fannie Mae Form 1003, to the HACP for review.

If the mortgage is not funded by Fannie Mae, Freddie Mac, FHA-insured, or VA-guaranteed, the HACP may require the lender to follow generally accepted mortgage underwriting standards, consistent with those of HUD/FHA, Fannie Mae, Freddie Mac, Rural Housing Services (RHS), or the Federal Home Loan Bank.

The HACP will review seller financing arrangements on a case-by-case basis to ensure they meet the program's affordability and compliance standards.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

DETERMINING AFFORDABILITY: BUYER'S MONTHLY HOMEOWNERSHIP EXPENSE

The HACP will review the affordability of the qualified buyer's proposed loan terms to ensure they are reasonable given current market conditions **and the qualified buyer's overall financial situation**. In making this determination, the HACP may consider additional household expenses such as childcare, unreimbursed medical costs, and educational or training expenses. The total monthly housing expenses should not exceed **31 percent** of the combined gross monthly income of all adult household members **(front-end ratio)**, **and total monthly debt obligations, including housing and all other debts, should not exceed 43 percent of gross monthly income (back-end ratio)**. Housing costs include mortgage principal and interest, property taxes, homeowner's insurance, condominium or association fees, a \$20 monthly capital improvement allowance, a \$20 monthly maintenance allowance, and a monthly utility estimate based on the most recent HACP utility allowance schedule for the applicable unit type. **The HACP reserves the right to assess affordability at its sole discretion.**

DOWN PAYMENT

Whether buyers are purchasing a HACP-owned property or one in the private rental market, buyers must contribute at least one (1) percent of the net sales price of the home from their own funds **or a qualifying program that covers the one (1) percent as outlined further in this section.**

Buyers may inquire about and pursue additional down payment assistance from other approved funding partners or community-based programs. These supplemental resources may help reduce the buyer's overall financial burden, provided they align with the HACP and lender guidelines.

Examples of outside sources for the buyer's required contribution include, but are not limited to:

- An Individual Development Account (IDA)
- A Family Self-Sufficiency (FSS) escrow account
- **A down payment grant from a non-profit, not for profit, or for-profit organization**

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

REFINANCING

While receiving HACP second mortgage assistance, no buyer may refinance their mortgage(s) or incur additional debt secured by the home without the prior written approval of the HACP. Upon a written request, the HACP will consider the subordination of its mortgage(s) on a case-by-case basis. Refinancing proposals must not significantly impact the affordability of the property or compromise the security of public investment. Refinance subordination reviews will be conducted based on the following criteria:

- The participants must document an identified reasonable need to lower monthly payments/interest rate, or change the mortgage product. The borrower can only receive a “cash-out” loan for home improvement, emergency non-insured property damage, or non-insured medical expenses. Any other “cash-out” requests, including but not limited to bill consolidation loans, line of credit, future advance, personal loans, medical collections, other mortgages, encumbrances, or liens, will not be considered.
- The participant must continue to occupy the home as their primary residence until the term of the HACP mortgage expires and a mortgage satisfaction is granted.
- Property taxes on the subject property or any other property must not be delinquent.
- In any case, the HACP will only subordinate once during the term of the loan and only to a second position unless the HACP’s position was the third position at the commencement of the HACP loan.

VIII. HOMEOWNERSHIP PROGRAM COMPONENTS

1. STREAMLINED SEVENTY-FIVE (75) DAY CLOSING PROCESS

One homeownership program component is a streamlined closing process to increase efficiency and reduce the risk of financial and procedural delays. The program will implement a maximum closing timeline of seventy-five (75) days. Key milestones include:

- Pre-approval letter issued within five (5) business days
- Housing quality inspections are reviewed within ten (10) days of an executed sales agreement
- Closing coordination with a dedicated program coordinator

2. HOME WARRANTY AND CLOSING COST ASSISTANCE

The HACP provides up to \$8,000 in financial assistance for eligible homebuyers to cover closing costs and home warranty expenses, including a maximum of \$5,000 for closing cost assistance and up to \$3,000 for home warranty coverage. Closing cost assistance is available to the buyer on a one (1) time basis.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

The HACP will pay for up to five (5) years of home warranty coverage at closing, not to exceed the \$3,000 maximum, provided the homebuyer commits to post-closing education focused on understanding and utilizing the home warranty as a home maintenance tool. The homebuyer will be responsible for any deductibles charged by the warranty provider at the time of service.

3. FORECLOSURE PREVENTION FUND

The Foreclosure Prevention Fund is designed to support homeowners at risk of losing their homes by providing targeted financial assistance and wraparound services based on their level of financial hardship. The program follows a tiered risk assessment model to determine support levels. Homeowners classified as Tier 1 (Low Risk) – those less than two (2) months behind on payments with no legal action and stable employment – may qualify for up to \$5,000 in assistance along with mandatory housing counseling. Those in Tier 2 (Moderate Risk), who are two (2) to three (3) months behind or experiencing underemployment or warning notices from lenders, may receive \$6,500 to \$7,500, coupled with referrals to external assistance such as budget counseling and legal support. Tier 3 (High Risk) participants, who are more than three (3) months behind, involved in legal foreclosure proceedings, or facing significant hardship (e.g., medical issues or job loss), may receive \$8,000 to \$10,000, as well as referrals to external assistance such as a comprehensive legal review and housing counseling. The Foreclosure Prevention Fund will be capped annually based on available funding not to exceed 10 percent of the annual Homeownership Program budget.

The program partners with a network of local and statewide organizations to maximize impact and ensure access to specialized support. These partners include the Urban Redevelopment Authority (URA), and the Pennsylvania Homeowner Assistance Fund

(PA HAF), Neighborhood Legal Services, Action Housing, Just Mediation Pittsburgh, and other HUD-certified housing counseling agencies. These partnerships allow the program to provide a more holistic approach, addressing both the financial and legal barriers that threaten housing stability. By leveraging internal resources and external expertise, the program ensures that at-risk homeowners receive timely, effective, and compassionate support tailored to their individual circumstances.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

4. SOFT SECOND DEFERRED PAYMENT FORGIVABLE MORTGAGE

The maximum forgivable deferred payment soft-second mortgage is \$60,000. Subject to budgetary constraints, the HACP may provide a forgivable soft-second mortgage financing to eligible participants. Such financing shall be secured in most cases by a second mortgage. However, in some cases, the HACP mortgage will be recorded as a third mortgage subordinate to mortgages securing bank and other government financing provided, for example, by the Urban Redevelopment Authority (URA) of Pittsburgh.

The HACP will subordinate to both the first mortgage lender and additional stackable funding partners if a participant qualifies to receive an additional deferred soft second mortgage. The HACP's forgivable soft second mortgage in no case shall exceed \$60,000. The forgivable second mortgage is forgiven on a prorated basis for over ten years. In the event a first or second mortgage does not exist, the HACP's mortgage will be recorded as a first mortgage.

This means that in the event a participant qualifies for a deferred payment soft second mortgage, the HACP may exercise its authority to require the participant to reduce the first mortgage amount accepted from the bank by an amount specified by the HACP to achieve a lower Homeownership Expense payment. The HACP may also provide a soft mortgage to increase the buyer's purchasing capacity, as appropriate, given current market conditions.

HOMEOWNERSHIP EXPENSE STANDARDS AND AFFORDABILITY GUIDELINES

The Homeownership Expense includes principal, interest, property taxes, homeowner's insurance, and mortgage insurance premium (if required), collectively referred to as PITI. This information will be obtained from the lender's pre-approval letter and Closing Cost Estimate. In addition to PITI, a monthly utility allowance, routine home maintenance allowance, and major repairs allowance are also factored into the total Homeownership Expense.

To ensure long-term affordability, the front-end ratio – which includes PITI, utility, maintenance, and repair allowances – must not exceed 31 percent of the participant's gross monthly income. Additionally, the back-end ratio, which includes all recurring monthly debt obligations, may not exceed 43 percent of gross monthly income.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

If the proposed monthly mortgage payment from the lender causes the buyer's Homeownership Expense to exceed the allowable front-end or back-end ratio, the HACP may provide a deferred-payment, forgivable soft second mortgage to reduce the participant's first mortgage obligation and bring the ratios within allowable limits. The HACP may also offer a second soft mortgage to enhance the buyer's purchasing capacity, as appropriate, based on current housing market conditions and affordability guidelines.

CALCULATING SOFT-SECOND MORTGAGE ELIGIBILITY USING THE HOUSING ASSISTANCE PAYMENT

The HACP second mortgage loan amount shall be determined and calculated by using the Housing Assistance Payment (HAP), which is equal to the lower of the payment standard or the actual monthly Homeownership Expense minus the Total Tenant Payment (TTP). The Homeownership Program will use the currently in effect Housing Choice Voucher Payment Standard.

The Utility Allowance for the unit will be determined using a monthly utilities estimate obtained from the most recent HACP Housing Choice Voucher Program Utility Allowance schedule for tenant-furnished utilities for the appropriate unit size. Standard Utility Allowances for detached house type assumes natural gas heating, natural gas cooking, other electric (lights and appliances), air conditioning, natural gas water heating, water, sewer, trash, tenant-supplied range and refrigerator. The Gross Aid Standard is obtained from the most recent HACP Section 8 Housing Choice Voucher Program Voucher Payment Standards.

- Deferred payment mortgage loan amount calculation for a buyer: Homeownership Expense or Voucher Program Payment Standard for unit size (whichever is less) minus the Total Tenant Payment (TTP) x 12 months x 10 years = Maximum Second Mortgage loan amount. Loan amounts at or below \$60,000 will be issued under the terms of the deferred payment forgivable soft second mortgage.
- During the buyer's loan pre-approval, the deferred payment mortgage loan amount will be calculated. The participant will then receive a written estimate of their soft mortgage eligibility. This notice will detail the eligible amount, how it can be used (e.g., to reduce first mortgage debt or increase purchase capacity), and any portion that may be forgivable. This information is for the buyer's use; however, it can be shared with their prospective lender and/or real estate agent, with the buyer's express written consent, prior to the buyer selecting a home. The HACP Homeownership participants must utilize a licensed professional to assist with their purchase transaction, including but not limited to the drafting of their sales contract.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

- The HACP will issue a final approval notice advising of the amount of assistance the buyer is to receive based on the selected Property and the cost associated with the purchase. After the primary lender has made a mortgage loan commitment in accordance with the buyer's sales agreement, the buyer is not eligible to request or have the HACP recalculate the buyer's HACP second mortgage amount.
- The HACP soft forgivable mortgage shall be reduced each month (1/120) by the amount (eligible monthly mortgage assistance payment) used in the loan amount calculation above; provided that, buyer remains in good standing in the Program, continues to occupy the property as their primary residence, and is not in default under the mortgage. In the event of a mortgage default or if the buyer is no longer residing in the home, any further HACP second mortgage debt reduction shall occur while such default or non-occupancy condition continues. The buyer in this program who defaults on their mortgage will not be eligible for housing assistance through the HACP (or through any HUD-funded housing assistance program) until the outstanding obligation on the HACP second mortgage has been satisfied.

5. HACP SECTION 32 AND CONVERTIBLE BRIDGE LOANS

SECTION 32 BACKGROUND AND PURPOSE

The Quality Housing and Work Responsibility Act (QHWRA) permits PHAs, through Section 32 of the U.S. Housing Act of 1937 (24 CFR Part 906) to make LIPH units available for purchase by low-income families as their primary residence. Under Section 32, a PHA may

- Sell all or a portion of a LIPH development to eligible public or non-public housing residents,
- Provide Capital Fund assistance to LIPH families to purchase homes, and
- Provide Capital Fund assistance to acquire homes that will be sold to low-income families.

For more information on Section 32 requirements and program administration, including dwelling unit, purchaser, Purchase and Resale Entity (PRE), net proceeds resulting from sale, environmental considerations, and HUD approval, please see 24 CFR Part 906.

PURCHASE RESALE ENTRY (PRE) REQUIREMENTS

As part of Section 32, PHAs may sell units to a Purchase Resale Entity (PRE) who in turn may sell the units to low-income families within five (5) years from the date of the PRE's acquisition of the units. A full description of Section 32 PRE requirements can be found at 24 CFR 906.19.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

The HACP's general PRE criteria are listed below:

Legal Capacity

1. **Administrative and Legal Capacity:** The PRE must demonstrate the necessary legal and administrative capacity to carry out its responsibilities under the HACP Homeownership Program. This includes:
 - a. Proven performance within contractual agreements, and
 - b. Evidence of adequate record-keeping and reporting (as per 906.33)
2. **Written Agreement with PHA:** The PRE must sign a written agreement with the HACP that specifies the respective rights and obligations of the HACP and PRE. This agreement shall include:
 - a. Assurance that the PRE will comply with all provisions of the HUD-approved homeownership program.
 - b. Protection against fraud or misuse of funds or other property on the part of the PRE, its employees, and agents.
 - c. Assurances that the resale proceeds will be used only for the purposes specified by the HUD-approved homeownership program.
 - d. Assurances that the PRE will administer its responsibilities under the plan on a nondiscriminatory basis, in accordance with the Fair Housing Act, its implementing regulations, and other applicable civil rights statutes and authorities, including authorities cited in 24 CFR 5.105(a) of this title.
 - e. Adequate legal remedies for the HACP and residents, in the event of the PRE's failure to perform in accordance with the agreement.

Practical Capacity

1. **Property Acquisition and Rehabilitation Expertise (Supporting Administrative Capacity):**
 - a. Track record of Single-Family Residential rehabilitation, including compliance with Davis/Bacon rules where applicable.
 - b. Demonstrated procurement & construction expertise.
2. **Financial and Cost Limitations:**
 - a. Provide limitations of the PRE's administrative and overhead costs, and of any compensation or profit that may be realized by the PRE, to amounts that are reasonable in relation to its responsibilities and risks.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

3. **Title and Deed Restrictions:** The PRE must agree to and implement specific title and deed restrictions:
 - a. A title restriction providing that the property must be resold or otherwise transferred only by conveyance of individual dwellings to eligible families, in accordance with the HUD-approved homeownership program, or by reconveyance to the HACP.
 - b. The property will not be encumbered by the PRE without the written consent of the HACP.
 - c. The requirement for the PRE to sell units under a homeownership program only to low-income families must not be recorded as a deed restriction at the time of purchase by the PRE.

Goal and Mission Synergy

1. **Focus on Affordable Homeownership:** The program encourages the growth of organizations capable of developing affordable homeownership opportunities for low-income families.
2. **Sale to Low-Income Families and Timely Resale:**
 - a. The PRE must agree to sell units only to low-income families (as defined by HUD regulations).
 - b. The PRE must agree that, with respect to any units it acquires, it will transfer ownership of the units back to the HACP if the PRE is unable to sell the units within five (5) years of the PRE's acquisition of the unit.

HACP BRIDGE LOAN PROGRAM MECHANICS

The HACP utilizes Section 32 to provide Capital Fund assistance in the form of a short-term bridge loan. These loans are extended to designated partner agencies and organizations that demonstrate the practical capability to rehabilitate units. This includes units they have acquired themselves, as well as HACP Scattered-Site units. The primary purpose of this rehabilitation is to prepare the units for resale to participants in the HACP Homeownership Program.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

PURPOSE OF THE BRIDGE LOAN

The bridge loan is designed to bridge the affordability gap for buyers. It covers the difference between the fair market value of a home and what a prospective buyer can afford based on their income and first mortgage eligibility. This form of “soft second mortgage” financing enables low-income households, including LIPH residents and HCV participants, to access homeownership opportunities that would otherwise be financially unattainable. The bridge loan, when it benefits the buyer, may feature deferred payment, forgiveness over time, or other favorable repayment terms.

CONVERSION OF FUNDING

Upon the successful sale of a rehabilitated unit to a Homeownership Program participant, the initial bridge loan funding provided to the partner agency will be converted into a write-down of the sales price for the participant. This write-down occurs under the provisions of the HACP’s Homeownership Program concerning the sale of Scattered Sites. Simultaneously, the bridge loan provided to the partner agency effectively “passes on” to the Homeownership Program participant in the form of a second deferred mortgage.

DETERMINATION OF PARTICIPANT ASSISTANCE

The write-down amount for the Homeownership Program participant will be equal to their determined second mortgage eligibility. However, this amount will not exceed the original “bridged” gap between the fair market value of the home and what the buyer could afford based on their income and first mortgage availability. If a participant is determined to be eligible for more assistance than what was initially “bridged” to the partner agency, the HACP will provide the difference. This additional assistance will be issued to the participant as a separate second deferred payment mortgage, supplementing the sales price write-down.

CONTRACT REQUIREMENTS FOR REHABILITATION

For any construction, renovation, or alteration performed on a unit in which the HACP holds a financial interest, all work must adhere to the following:

- Work must be completed by contractors who are properly licensed to perform the scope of work in accordance with local, state, and federal regulations.
- Contractors must carry active general liability insurance, worker’s compensation (where applicable), and any additional coverage necessary to fully insure the scope and value of the work being performed.
- All licenses and insurance coverage must be current and verifiable at the time of contracting and throughout the duration of the project.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

BOND OPTION

An enhancement to this program is the addition of a bond option: The HACP may provide a single payment of \$45,000 subsidy to the Urban Redevelopment Authority (URA) or the Participant, the URA will contribute a subsidy of approximately \$85,000 to the participant or to the project (new or rehabilitated housing), to ensure affordability for the home purchase. This program will be geared to the “workforce” population that is 80 percent AMI.

- **Note:** While Section 32 specifically targets “low-income families,” typically defined as at or below 80 percent AMI, this bond option’s specific targeting of “workforce” at 80 percent AMI should be understood within the broader affordability goals and compliance with any applicable program overlays.

BRIDGE LOAN TERMS

- **Loan Amount:** 25 percent of the project cost up to \$60,000
- **Term:** up to eighteen (18) months, may be extended for a maximum of twenty-four (24) months.
- **Payment Provision:** 0 percent interest during the term of the loan is satisfied upon sale of the unit to the program participant.
- **Recapture:** The HACP unit may be recaptured by the HACP if there is no final sale within five (5) years of the bridge loan agreement, or of the PRE’s acquisition date of the unit as applicable.
- **Subordination:** The HACP bridge loan will be in the first lien position but will subordinate lender financing, which cannot exceed 50 percent of the projected project cost and must be assumable by the HACP in the event of recapture from the PRE.

ADDITIONAL TERMS

- Project costing \$208,000 or more is eligible for a full \$60,000 loan amount.
- The HACP Homeownership and Repositioning Manager must approve the project, specifically reviewing the affordability of the end product.
- **Crucial Clarification on Resale Period:** The home must be sold to a Homeownership Program participant within eighteen (18) months of loan issuance. If the sale is not completed within this period, the entire bridge loan will become due to the HACP. *This eighteen (18) month term applies to the bridge loan repayment by the partner, while the five (5) year requirement (Section 2.C.2.b) applies to the PRE’s overall obligation to sell to a low-income family.*
- **Liquidity Test:** The PRE must verify at least 25 percent of the total project cost in reserves.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

BRIDGE LOAN CONVERSION PROCESS

- The scope is developed, and the resale price is established by the HACP Homeownership and Repositioning Manager.
- The project must be approved by the HACP and may be funded up to \$60,000.
- Partners acquire a unit, or the HACP transfers units, using the partner's PRE status.
- An independent, non-HACP inspector verifies completion.

PURCHASE TRANSACTION PROCESS

- Homeownership Program participants were provided the option to purchase.
- The participant makes an offer to purchase the unit.
- Write down and/or deferred mortgage amount determined.
- The partner accepts the offer.
- The participant continues with the HACP Homeownership Program step-by-step guide.

Please note: Participants may be eligible for a second deferred mortgage, but they must have the purchasing capacity to purchase at the sales price, second mortgage eligibility.

IX. OUTREACH, PARTNERSHIPS, AND EDUCATION

The Homeownership Program partners with industry professionals, educational initiatives, and targeted outreach to provide homebuyers, lenders, real estate agents, inspectors, title companies, and other stakeholders with the essential financial resources, expertise, and support needed to ensure the program's effectiveness and success.

1. MARKETING AND OUTREACH

The HACP's Homeownership Office will conduct outreach to encourage participation in the Program. Informational flyers and brochures, as well as the website <http://www.hacp.org/housing-options/home-ownership>, have been developed to target those persons interested in participating in the Program. The Program will also be promoted by the Resident Self-Sufficiency (RSS) Department through its newsletters and referrals by Service Coordinators. The HACP will also highlight the program periodically in other agency publications, such as "News and Views."

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

2. INDUSTRY COLLABORATION

Although the HACP does not explicitly or implicitly endorse any specific industry partner, it collaborates with a wide range of industry professionals, including lenders, real estate agents, inspectors, title companies, home warranty providers, and other key stakeholders, to provide comprehensive support for participants throughout the homebuying process. The participants will receive a list of collaborators' contact information as follows, for optional use:

- **Lenders:** Participants can utilize a list of lenders familiar with the Homeownership Program and offering FHA-insured, VA-guaranteed, and conventional loans that comply with secondary mortgage market standards.
- **Real Estate Agents:** Licensed real estate agents will assist participants in finding and purchasing homes that meet program criteria. They play a crucial role in guiding participants through the purchase process and ensuring compliance with homeownership standards.
- **Home Inspectors and Title Companies:** Participants must work with certified home inspectors and title companies to ensure properties meet health and safety standards and that the title is clear and transferable.
- **Home Warranty Providers:** These partners offer service contracts that help cover the repair or replacement of major home systems and appliances. As part of the support network, home warranty providers contribute to the long-term sustainability of homeownership by helping buyers manage unexpected maintenance costs. They may also participate in post-closing education to help buyers understand how to use warranties as effective tools for ongoing home maintenance.

These partnerships ensure a seamless and coordinated process for homebuyers, providing them with the expertise and services they need at every stage of their journey. These resources will be presented to home buyers as available options. However, the homebuyer may choose other companies or nonprofits for the same services if they offer products or services that meet program requirements.

3. REAL ESTATE AGENT AND LENDER TRAINING

Real estate agents and lenders working with program participants may complete HACP-specific training provided by the HACP Homeownership Manager to ensure they understand the program structure and best practices for assisting homebuyers. Upon the successful completion of the HACP training, said real estate agents and lenders may become eligible to be added to the list of collaborators mentioned in the previous section.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

This training includes:

- **Program Structure and Homebuyer Eligibility:** Real estate agents will receive training on the specific criteria for program eligibility, enabling them to effectively guide clients through the process.
- **Documentation Requirements:** Real estate agents will receive guidance on the necessary documentation participants need to submit, ensuring compliance with program standards.
- **Incentive Qualification Procedures:** Understanding the processes involved in qualifying for program incentives and how they affect participants' homebuying options.
- **Buyer Guidance Best Practices:** Real estate agents will learn the best practices for assisting participants in selecting homes that meet program guidelines and provide support throughout the purchase process.

X. PROGRAM OVERSIGHT AND ADMINISTRATION

The HACP is responsible for the effective oversight, administration, and compliance of the Homeownership Program. This chapter outlines the organizational structure, staff responsibilities, monitoring procedures, and internal controls necessary to support program integrity, accountability, and long-term success.

1. PROGRAM GOVERNANCE AND OVERSIGHT

Oversight of the Homeownership Program is the responsibility of the HACP's Executive Office and designated leadership within the Asset Management Department. The assigned roles are as follows:

- **Program Leadership:** The HACP Executive Director or Chief Operations Officer shall provide strategic direction and ensure alignment with HUD regulations, HACP policies, and agency goals.
- **Policy Compliance:** The Senior Director of Asset Management shall ensure that all activities comply with applicable federal regulations, local ordinances, and internal policy directives.
- **Board Engagement:** Major program changes, policy revisions, and funding allocations will be reviewed and approved by the HACP Board of Commissioners as needed.

Applicable staff will receive training on HUD homeownership regulations, HACP procedures, and fair housing requirements.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

2. DATA MANAGEMENT AND RECORDKEEPING

PARTICIPANT FILES

Each participant shall have a comprehensive electronic file including eligibility documents, counseling records, loan and property documentation, and post-purchase tracking. Buyer files should contain copies of the following items and be maintained by the HACP for at least ten (10) years following closing.

- Homebuyer Education Certificate (from a HUD-approved education provider)
- Lender Mortgage Pre-Approval Letter
- Signed Agreement of Sale and Purchase
- Buyer Debt Ratio Calculation
- Buyers Uniform Residential Loan Application and the Loan Estimate (as applicable)
- Buyer Eligibility Documentation
- FSS Program Homeownership Goals and Escrow Account Information
- A Copy of HACP Financial Checks (issued to or on behalf of the buyer)
- Closing Disclosure and/or ALT-A
- Home Inspection Report
- Second Mortgage Calculation
- Closing Costs Assistance Form
- Post-Closing Home Warranty Education Certification

DIGITAL SYSTEMS

The HACP will utilize secure databases and tracking tools recommended or confirmed by the HACP IT and Legal Departments to monitor participation, timelines, and outcomes.

CONFIDENTIALITY

All participant information will be handled in accordance with federal privacy laws and agency confidentiality policies.

XI. POLICY REVIEW AND UPDATES

The Housing Authority of the City of Pittsburgh (HACP) is committed to maintaining a Homeownership Program Policy that reflects current federal regulations, industry standards, and the needs of participating families. This section outlines the process for reviewing, updating, and approving changes to the Policy.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

1. REGULAR POLICY REVIEW

The Homeownership Program Policy shall be reviewed on an **annual basis** by the HACP Asset Management Department in collaboration with relevant departments, including Finance, Legal, and the Housing Choice Voucher (HCV) Program, as applicable.

- **Review Timeline:** The review process will coincide with the drafting of the MTW Annual Plan.
- **Scope of Review:** The review will assess regulatory compliance, program effectiveness, clarity, and operational feasibility.

POLICY REVISIONS

Revisions may be initiated because of:

- Changes in HUD regulations or federal law
- Program performance analysis or audit findings
- Feedback from staff, partners, or participants
- Organizational or operational restructuring
- New funding sources, programs, or initiatives

Proposed revisions will be drafted by the program's leadership and vetted by HACP's Executive and Compliance teams prior to HUD submission in the MTW Annual Plan.

APPROVAL PROCESS

All substantive policy revisions shall be submitted to the HACP Executive Office for approval. Where applicable, updates may also require review and authorization by the Board of Commissioners.

- Minor revisions (e.g., formatting, clarifications, non-substantive changes) may be approved administratively.
- Major revisions (e.g., eligibility changes, financing terms, incentives) must be documented and formally adopted.

COMMUNICATION OF UPDATES

Once approved, policy updates will be:

- Distributed to all relevant HACP departments and staff,
- Shared with program partners (e.g., lenders, realtors, service providers),
- Posted on the HACP's official website or housing portal for public access, and
- Incorporated into training and orientation materials for new staff and participants.

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

XII. APPENDIX: UNITS APPROVED FOR HOMEOWNERSHIP DISPOSITION

As of July 2025, the HACP has the following units approved for homeownership disposition:

PA-28-P001-022		
PA Number	Zip	Address
PA-28-P001-022	15210	1603 BALLINGER ST #1
PA-28-P001-022	15210	1611 BALLINGER ST #2
PA-28-P001-022	15216	219 SEBRING AVE #4
PA-28-P001-022	15206	252 AMBER ST #5
PA-28-P001-022	15206	250 AMBER ST #6
PA-28-P001-022	15206	248 AMBER ST #7
PA-28-P001-022	15206	222 S. EUCLID AVE #8
PA-28-P001-022	15206	246 AMBER ST #10
PA-28-P001-022	15206	246 S. EUCLID AVE #12
PA-28-P001-022	15206	234 S. EUCLID AVE #16
PA-28-P001-022	15206	226 S EUCLID AVE #17
PA-28-P001-022	15206	244 S. EUCLID AVE #18
PA-28-P001-022	15214	411 CHAUTAUQUA ST #19
PA-28-P001-022	15233	1217 SHEFFIELD ST #20
PA-28-P001-022	15233	1219 SHEFFIELD ST #21
PA-28-P001-022	15233	1216 HAMLIN ST #22
PA-28-P001-022	15233	1218 HAMLIN ST #23
PA-28-P001-022	15216	2534 NEELD AVE #27
PA-28-P001-022	15210	712 MONTTOOTH ST #28
PA-28-P001-022	15210	714 MONTTOOTH ST #29
PA-28-P001-022	15210	716 MONTTOOTH ST #30
PA-28-P001-022	15210	718 MONTTOOTH ST #31
PA-28-P001-022	15210	720 MONTTOOTH ST #32
PA-28-P001-022	15210	722 MONTTOOTH ST #33
PA-28-P001-022	15210	724 MONTTOOTH ST #34
PA-28-P001-022	15210	726 MONTTOOTH ST #35
PA-28-P001-022	15210	728 MONTTOOTH ST #36
PA-28-P001-022	15210	730 MONTTOOTH ST #37
PA-28-P001-022	15212	1429 SANDUSKY ST #38
PA-28-P001-022	15212	1431 SANDUSKY ST #39
PA-28-P001-022	15216	142 SEBRING ST #40
PA-28-P001-022	15210	212 CLOVER ST #41
PA-28-P001-022	15210	214 CLOVER ST #42
PA-28-P001-022	15210	216 CLOVER ST #43
PA-28-P001-022	15210	218 CLOVER ST #44
PA-28-P001-022	15210	213 ROTHMAN ST #45
PA-28-P001-022	15210	215 ROTHMAN ST #46

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

PA-28-P001-022	15210	217 ROTHMAN ST #47
PA-28-P001-022	15210	219 ROTHMAN ST #48
PA-28-P001-022	15207	515 FRAYNE ST #49
PA-28-P001-022	15207	517 FRAYNE ST #50
PA-28-P001-022	15207	521 FRAYNE ST #51
PA-28-P001-022	15207	523 FRAYNE ST #52
PA-28-P001-022	15207	527 FRAYNE ST #53
PA-28-P001-022	15207	529 FRAYNE ST #54
PA-28-P001-022	15207	533 FRAYNE ST #55
PA-28-P001-022	15207	535 FRAYNE ST #56
PA-28-P001-022	15226	2337 WOLFORD ST #58
PA-28-P001-022	15212	3564 BRIGHTON RD #60
PA-28-P001-022	15226	952 BAYBRIDGE AVE #61
PA-28-P001-022	15210	1602 FIAT ST #62
PA-28-P001-022	15226	2069 WOODWARD AVE #63
PA-28-P001-022	15216	1309 METHYL ST #64
PA-28-P001-022	15201	112 SCHENLEY MANOR DR #65
PA-28-P001-022	15212	1323 OAKHILL ST #66
PA-28-P001-022	15226	1541 CHELTON AVE #67
PA-28-P001-022	15210	221 WAYSIDE ST #68
PA-28-P001-022	15216	1415 KENBURMA AVE #69
PA-28-P001-022	15201	111 SCHENLEY MANOR DR #70
PA-28-P001-022	15235	7314 SOMERSET ST #71
PA-28-P001-022	15216	948 SHADYCREST RD #72
PA-28-P001-022	15220	1245 CRANE AVE #73
PA-28-P001-022	15217	3773 BEECHWOOD BLVD #74
PA-28-P001-022	15210	2113 ECCLES ST #76
PA-28-P001-022	15210	2115 ECCLES ST #77
PA-28-P001-022	15210	2119 ECCLES ST #78
PA-28-P001-022	15210	2121 ECCLES ST #79
PA-28-P001-022	15210	2125 ECCLES ST #80
PA-28-P001-022	15210	2127 ECCLES ST #81
PA-28-P001-022	15210	2133 ECCLES ST #82
PA-28-P001-022	15210	2135 ECCLES ST #83
PA-28-P001-022	15212	223 CARRINGTON ST #84
PA-28-P001-022	15212	225 CARRINGTON ST #85
PA-28-P001-022	15212	227 CARRINGTON ST #86
PA-28-P001-022	15212	229 CARRINGTON ST #87

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

PA-28-P001-038		
PA Number	Zip	Address
PA-28-P001-038	15207	926 JOHNSTON AVE #259
PA-28-P001-038	15207	930 JOHNSTON AVE #260

PA-28-P001-039		
PA Number	Zip	Address
PA-28-P001-039	15226	738 WOODBOURNE AVE #3
PA-28-P001-039	15216	1512 ROCKLAND AVE #6
PA-28-P001-039	15201	4290 COLERIDGE ST #7
PA-28-P001-039	15216	2724 STRACHAN ST #8
PA-28-P001-039	15206	258 S. EUCLID AVE #9
PA-28-P001-039	15211	447 SWEETBRIAR ST #10
PA-28-P001-039	15211	449 SWEETBRIAR ST #11
PA-28-P001-039	15211	453 SWEETBRIAR ST #12
PA-28-P001-039	15211	455 SWEETBRIAR ST #13
PA-28-P001-039	15204	3828 MERLE STREET #15
PA-28-P001-039	15226	2010 PIONEER AVE #16
PA-28-P001-039	15211	116 WILBERT ST #17
PA-28-P001-039	15216	1318 ORANGEWOOD AVE #18
PA-28-P001-039	15210	2159 WHITED ST #19
PA-28-P001-039	15210	2161 WHITED ST #20
PA-28-P001-039	15226	958 NORWICH ST #21
PA-28-P001-039	15216	2367 SARANAC AVE #22
PA-28-P001-039	15216	2344 PALM BEACH AVE #23
PA-28-P001-039	15226	1676 PIONEER AVE #24
PA-28-P001-039	15216	2393 SARANAC AVE #25
PA-28-P001-039	15204	3740 MERLE ST #26
PA-28-P001-039	15226	517 ROSSMORE AVE #28
PA-28-P001-039	15210	2073 WALTON AVE #29
PA-28-P001-039	15201	1159 WOODBINE ST #30
PA-28-P001-039	15221	8331 VIDETTE ST #32
PA-28-P001-039	15216	1630 DAGMAR AVE #33
PA-28-P001-039	15208	114 N DALLAS AVE #34
PA-28-P001-039	15226	2216 WOODWARD ST #35
PA-28-P001-039	15204	2728 STAFFORD ST #36
PA-28-P001-039	15204	2730 STAFFORD ST #37
PA-28-P001-039	15221	1969 ROBINSON BLVD #38
PA-28-P001-039	15226	707 DUNSTER ST #39
PA-28-P001-039	15204	2736 MERWYN AVE #40
PA-28-P001-039	15204	2738 MERWYN AVE #41

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

PA-28-P001-039	15210	315 ROCHELLE ST #42
PA-28-P001-039	15212	1233 HODGKISS ST #43
PA-28-P001-039	15212	1219 MARSHALL AVE #44
PA-28-P001-039	15212	3851 HIAWATHA ST #45
PA-28-P001-039	15204	3176 LADOGA ST #48
PA-28-P001-039	15201	118 SCHENLEY MANOR DR #49
PA-28-P001-039	15208	7152 MCPHERSON BLVD #51
PA-28-P001-039	15219	512 MORGAN STREET #52
PA-28-P001-039	15204	1253 BERRY ST #53
PA-28-P001-039	15214	3527 COLBY ST #55
PA-28-P001-039	15206	5461 CLARENDON PL #57
PA-28-P001-039	15206	7216 MINGO ST #59
PA-28-P001-039	15201	4307 COLERIDGE ST #60

PA-28-P001-050

PA Number	Zip	Address
PA-28-P001-050	15216	1605 CANTON AVE #1
PA-28-P001-050	15216	1607 CANTON AVE #2
PA-28-P001-050	15216	1609 CANTON AVE #3
PA-28-P001-050	15216	1611 CANTON AVE #4
PA-28-P001-050	15216	1613 CANTON AVE #5
PA-28-P001-050	15216	1615 CANTON AVE #6
PA-28-P001-050	15207	4634 MONONGAHELA ST #7
PA-28-P001-050	15207	4632 MONONGAHELA ST #8
PA-28-P001-050	15207	4630 MONONGAHELA ST #9
PA-28-P001-050	15207	4628 MONONGAHELA ST #10
PA-28-P001-050	15207	4626 MONONGAHELA ST #11
PA-28-P001-050	15207	4624 MONONGAHELA ST #12
PA-28-P001-050	15207	4622 MONONGAHELA ST #13
PA-28-P001-050	15207	4620 MONONGAHELA ST #14
PA-28-P001-050	15207	4618 MONONGAHELA ST #15
PA-28-P001-050	15207	4616 MONONGAHELA ST #16
PA-28-P001-050	15207	4732 SYLVAN AVE #17
PA-28-P001-050	15207	4730 SYLVAN AVE #18
PA-28-P001-050	15207	147 ALLUVIAN ST #19
PA-28-P001-050	15207	149 ALLUVIAN ST #20
PA-28-P001-050	15207	151 ALLUVIAN ST #21
PA-28-P001-050	15207	153 ALLUVIAN ST #22
PA-28-P001-050	15207	155 ALLUVIAN ST #23
PA-28-P001-050	15207	157 ALLUVIAN ST #24
PA-28-P001-050	15207	315 FLOWERS AVE #25

MTW HOMEOWNERSHIP PLAN AND PROCEDURES

PA-28-P001-051		
PA Number	Zip	Address
PA-28-P001-051	15204	1212 STANHOPE ST #1
PA-28-P001-051	15204	1212 1/2 STANHOPE ST #2
PA-28-P001-051	15204	1214 STANHOPE ST #3
PA-28-P001-051	15204	1214 ½ STANHOPE ST #4
PA-28-P001-051	15204	1111 FAULKNER ST #5
PA-28-P001-051	15204	1113 FAULKNER ST #6
PA-28-P001-051	15204	1115 FAULKNER STREET #7
PA-28-P001-051	15204	1117 FAULKNER ST #8
PA-28-P001-051	15204	2703 SACRAMENTO AVE #9
PA-28-P001-051	15204	324 WYCKOFF AVE #10
PA-28-P001-051	15204	326 WYCKOFF AVE #11
PA-28-P001-051	15204	2649 GLASGOW ST #14
PA-28-P001-051	15204	2651 GLASGOW ST #15
PA-28-P001-051	15204	2700 SACRAMENTO AVE #16
PA-28-P001-051	15204	2702 SACRAMENTO AVE #17
PA-28-P001-051	15204	2704 SACRAMENTO AVE #18
PA-28-P001-051	15204	2706 SACRAMENTO AVE #19
PA-28-P001-051	15204	2708 SACRAMENTO AVE #20
PA-28-P001-051	15204	2710 SACRAMENTO AVE #21
PA-28-P001-051	15204	1208 FAULKNER ST #22
PA-28-P001-051	15204	1210 FAULKNER ST #23
PA-28-P001-051	15204	1212 FAULKNER ST #24
PA-28-P001-051	15204	1214 FAULKNER ST #25

The list of units approved for homeownership disposition is subject to change, with properties being added upon receiving HUD approval and removed once they are sold. In addition to the currently approved properties, the HACP plans to submit a request to add ninety-four (94) existing scattered site units in late 2025 and any further additions will be incorporated into future Homeownership Plans as applicable. The HACP's Asset Management Department maintains the official, comprehensive, and up-to-date list of all units currently approved by HUD for homeownership disposition.

D. Appendix IV. MTW Activities Hardship Case Criteria

Applicable to the Following MTW Activities:

- Activity #8: Modified Payment Standard Approval
- Activity #10: Local Payment Standard-Housing Choice Voucher Program

The HACP does not anticipate very many hardship requests for these activities. However, should the amount on the payment standard schedule decreases during the term of the HAP contract, the lower payment standard generally will be used beginning at the effective date of the family's second regular reexamination following the effective date of the decrease in the payment standard. In the HCV Administrative Plan, the HACP outlines the following steps on how it will determine the payment standard for the family:

Step 1: At the first regular reexamination following the decrease in the payment standard, the HACP will determine the payment standard for the family using the lower of the payment standard for the family unit size or the size of the dwelling unit rented by the family.

Step 2: The HACP will compare the payment standard from step 1 to the payment standard last used to calculate the monthly housing assistance payment for the family. The payment standard used by the HACP at the next reexamination following the decrease in the payment standard will be the higher of these two payment standards. The HACP will advise the family that the application of the lower payment standard will not be applied during their tenancy in the unit.

Step 3: The HACP will continue using the higher of the currently applied payment standard in comparison to the decreased payment standard, unless the HACP has subsequently increased the payment standard, in which case the payment standard will be determined in accordance with procedures for increases in payment standards described below.

Increases: If the payment standard is increased during the term of the HAP contract, the increased payment standard will be used to calculate the monthly housing assistance payment for the family beginning on the effective date of the family's next reexamination on or after the effective date of the increase in the payment standard.

Applicable to the Following MTW Activity:

- Activity #11: Asset Exclusion & Self-Certification in HCV and Public Housing Programs

If a participant loses income from assets at any time and said loss affects the tenant portion of the rent, the participant may request an interim re-examination to adjust their rent calculation. Should a reduction in income due to loss of assets occur, normal interim re-examination policies will take effect and the reduction in asset income will be verified per the HUD Verification Hierarchy in PIH Notice 2018-18, only if the total household asset income is more than \$50,000 or other HUD-approved amount per HOTMA regulations.