



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2020-11-18 (1)

**Date:** November 18, 2020  
**To:** THA Board of Commissioners  
**From:** Michael Mirra  
Executive Director  
**Re:** Approval of THA's 2021 Moving to Work Plan

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*This resolution would authorize revisions to Tacoma Housing Authority's (THA) Executive Director to submit THA's 2021 Moving to Work (MTW) Plan.*

### Background

THA must submit an annual MTW Report and Plan to Housing and Urban Development (HUD). The Report describes how THA is performing as an MTW agency and the Plan describes existing activities and any new activities that the agency wishes to propose to HUD.

Each year, THA may propose new MTW activities intended to meet the statutory goals of the MTW program:

- Reduce costs and achieve greater cost effectiveness in federal expenditures;
- Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient; and
- Increase housing choices for low-income families.

MTW "activities" are best described as new things THA wishes to do that require waiving HUD regulations.

### 2021 MTW Plan

For 2021, THA is proposing one new activity and proposing several changes to existing activities that will allow for more flexibility in the administration of the Housing Choice Voucher (HCV) program during times of emergency or crisis.



**New Activity: Modernizing HCV/Project Based Vouchers (PBV) Briefings**

This new activity seeks to change the way THA conducts briefings. Currently, HUD requires all public housing authorities to conduct in-person briefings to share important information about the HCV program to all newly admitted households. Households must complete the briefing before they can be issued a voucher.

THA proposes to conduct briefings using any of the following methods: e-learning software, virtual oral briefings or webcasts. THA will ensure that oral briefings remain equally accessible to persons with limited English proficiency and disabilities that hinder their ability to access or participating in the required briefings.

This activity will allow THA to adopt briefing methods that respond to the needs of newly admitted families and the agency as needed to provide timely briefings that allow for timely voucher issuance without delays due to scheduling, mobility or other impacting circumstances that would hinder the families ability to attend a briefing or THA's ability to provide a briefing. This activity will also further streamline THA processes as it moves towards digital operations which intend to improve the overall efficiency of program administration.

**Changes to Existing Activities: Emergency Operations**

In this plan, THA proposes some amendments to existing activities that will allow THA to be more flexible in times of crisis. We propose changes to the way we accept income verifications, our recertification schedules, program time limits and Housing Quality Standards (HQS) procedures during a state of emergency. An emergency may be a national or local disaster, emergency or other situation that affects the health and/or safety of our clients, staff and the public.

Beyond changes that will allow for more flexibility in the administration of our rental assistance and changing the way we conduct briefings, there are no significant changes in the 2021 MTW Plan.

Any changes to the MTW Plan that are approved by the board and HUD will be updated in THA's Administrative Plan.

The draft plan can be viewed by following this link:

[http://www.tacomahousing.net/sites/default/files/moving\\_to\\_work\\_-\\_2021\\_mtw\\_plan\\_-\\_2020-10-14.pdf](http://www.tacomahousing.net/sites/default/files/moving_to_work_-_2021_mtw_plan_-_2020-10-14.pdf)

**Recommendation**

Approve Resolution 2020-11-18 (1) authorizing THA's Executive Director to submit the Housing Authority of the City of Tacoma's Fiscal Year 2021 Moving to Work (MTW) Plan.





# TACOMA HOUSING AUTHORITY

## RESOLUTION 2020-11-18 (1)

### Certifications of Compliance

**Annual Moving to Work Plan Certifications of Compliance**      **U.S Department of Housing and Urban Development, Office of Public and Indian Housing**

#### **Certifications of Compliance with Regulations: Board Resolution to Accompany the Annual Moving to Work Plan\***

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (TACOMA HOUSING AUTHORITY) listed below, as its Chairman or other authorized TACOMA HOUSING AUTHORITY official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the TACOMA HOUSING AUTHORITY Plan Year beginning (01/01/2021), hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

(1)The TACOMA HOUSING AUTHORITY published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the TACOMA HOUSING AUTHORITY conducted a public hearing to discuss the Plan and invited public comment.

(2)The TACOMA HOUSING AUTHORITY took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.

(3)The TACOMA HOUSING AUTHORITY certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).

(4)The TACOMA HOUSING AUTHORITY will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.

(5)The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.



(6)The Plan contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the TACOMA HOUSING AUTHORITY's jurisdiction and a description of the manner in which the Plan is consistent with the applicable Consolidated Plan.

(7)The TACOMA HOUSING AUTHORITY will affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o) and 24 CFR 903.15(d), which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3). Until such time as the TACOMA HOUSING AUTHORITY is required to submit an AFH, and that AFH has been accepted by HUD, the TACOMA HOUSING AUTHORITY will address impediments to fair housing choice identified in the Analysis of Impediments to fair housing choice associated with any applicable Consolidated or Annual Action Plan under 24 CFR Part 91.

(8)The TACOMA HOUSING AUTHORITY will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.

*(9)In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the TACOMA HOUSING AUTHORITY will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.*

(10)The TACOMA HOUSING AUTHORITY will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.

(11) The TACOMA HOUSING AUTHORITY will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

(12)The TACOMA HOUSING AUTHORITY will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

(13)The TACOMA HOUSING AUTHORITY will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.



(14)The TACOMA HOUSING AUTHORITY will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

(15)The TACOMA HOUSING AUTHORITY will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

(16)The TACOMA HOUSING AUTHORITY will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the TACOMA HOUSING AUTHORITY will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.

(17)With respect to public housing and applicable local, non-traditional development the TACOMA HOUSING AUTHORITY will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

(18)The TACOMA HOUSING AUTHORITY will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

(19)The TACOMA HOUSING AUTHORITY will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.

(20)The TACOMA HOUSING AUTHORITY will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 200.

(21)The TACOMA HOUSING AUTHORITY will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.

(22)All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the TACOMA HOUSING AUTHORITY in its Plan and will continue to be made available at least at the primary business office of the TACOMA HOUSING AUTHORITY.

Housing Authority of the City of Tacoma  
PHA Name

WA005  
PHA Number/HA Code

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

Stanley Rumbaugh  
Name of Authorized Official

Chair  
Title

  
Signature

November 18, 2020

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Date

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