



TACOMA HOUSING AUTHORITY

RESOLUTION 2021-07-28 (1)

Date: July 28, 2021
To: THA Board of Commissioners
From: April Black
Interim Executive Director
Re: Emergency Housing Vouchers Services Contract

This resolution would authorize Tacoma Housing Authority (THA) to enter into a contract for services required for Emergency Housing Voucher (EHV) participants with Pierce County Human Services and would permit THA to scale the contract amount to meet the needs of future EHV allocations through December 31, 2023.

Background

The 2021 American Rescue Plan Act created the Emergency Housing Voucher (EHV) program funded through the US Department of Housing and Urban Development (HUD) and administered by local housing authorities. To date, Tacoma Housing Authority (THA) received one-hundred thirty-five (135) EHV's. The federal rules for the EHV program require THA to take referrals of clients for these vouchers directly from the Coordinated Entry system and to enter a Memorandum of Understanding (MOU) with the Continuum of Care (CoC) to establish a partnership for the administration of the EHV program. This month, THA, the CoC and Pierce County Human Services (PCHS) will execute an MOU that defines the operational requirements and commitments of the EHV program and its partners.

Federal rules also require an offer of housing search assistance for all EHV participants.

Housing search assistance can help EHV participants successfully move to areas of higher opportunity, as well as broaden the pool of landlords participating in the EHV program, including culturally or racially diverse landlords and landlords with smaller numbers of units. HUD has established as an alternative requirement that the PHA must ensure housing search assistance is made available to EHV families during their initial housing search. The housing search assistance may be provided directly by the PHA or through the CoC or another partnering agency or entity.

Housing search assistance is a broad term which can include many activities, but with respect to this requirement it must at a minimum (1) help individual families identify potentially available units during their housing search, including physically accessible units with features for family members with disabilities, as well as units in low-poverty neighborhoods, (2) provide

transportation assistance and directions to potential units, (3) conduct owner outreach, (4) assist with the completion of rental applications and PHA forms, and (5) help expedite the EHV leasing process for the family. Other recommended, but not required, housing search activities include helping individual families identify barriers to leasing (e.g., low credit score, evictions history) and strategies to address these barriers, workshops on how to conduct an effective housing search, enhanced support for portability processing, regular proactive check-ins for families searching with a voucher, regular reminders to the family of their voucher expiration date and extension policies, and a dedicated landlord liaison for EHV voucher families. (Notice PIH 2021-15)

This contract will serve eligible EHV participants who are homeless and households at risk of homelessness. THA will administer the voucher program and Pierce County Human Services will provide the following services:

1. Application, Eligibility & Securing Documentation Services

To assist clients in completing applications and obtaining supporting documentation required for referrals. These services are intended to support the facilitation of a complete referral to THA.

2. Housing Locator & Other Services Necessary to Secure a Unit

To facilitate the successful lease-up of EHV participants.

THA will use HUD funding to allocate the majority of the Emergency Housing Voucher Service Fee to PCHS. HUD provides \$3,500 per voucher allocated to THA. THA's initial allocation is 135 vouchers. THA's allocation could increase and if so, the service fee will increase.

This fee will be allocated to the PHA once the PHA's CACC is amended to reflect the EHV funding obligation. The amount allocated to each PHA will be equal to \$3,500 for each EHV allocated to the PHA. Note that the services fee amount is not tied to each voucher, but instead is the combined total of the services fees are available to the PHA to design a menu of services that will best address the leasing challenges faced by the EHV eligible families in the PHA's community. The PHA may use the services fee to provide any or all of the defined eligible uses to assist families to successfully lease units with the EHV's. (Notice PIH 2021-15)

Additionally, THA will pass on a portion of the HUD funded expedited leasing placement fee (incentive fee) to PCHS that may be used for eligible administrative costs and/or services.

THA's maximum payment to Pierce County Human Services will depend on successful utilization but shall not exceed:

- The EHV service fee funding amount (estimated to be \$472,500); and
- the expedited leasing incentive fees not to exceed 10% of the service fee funding amount (estimated to be \$47,250). Incentive fees depend on successful utilization, the maximum THA would pay for the initial allocation of 135 voucher would be \$47,250)

THA will scale the contract amount to meet the requirements of any additional EHV's HUD may award.

The initial contract term will be July 1, 2021, through December 31, 2023.

Recommendation

Approve Resolution 2021-07-28 (1) authorizing THA to execute a contract with Pierce County Human Services for the purpose of providing services to Emergency Housing Voucher participants as required by PIH 2021-15.



TACOMA HOUSING AUTHORITY

RESOLUTION 2021-07-28 (1) (Emergency Housing Voucher Services Contract)

A RESOLUTION of the Board of Commissioners of the Housing Authority of the City of Tacoma

Whereas, The Emergency Housing Voucher Program was established by the American Rescue Plan of 2021; and

Whereas, A collaboration between THA, Pierce County Human Services and the Tacoma/Lakewood/Pierce County Continuum of Care was established to administer the program; and

Whereas, Emergency Housing Vouchers will serve homeless households and those at risk of homelessness; and

Whereas, HUD requires THA to offer participants assistance in securing housing; and

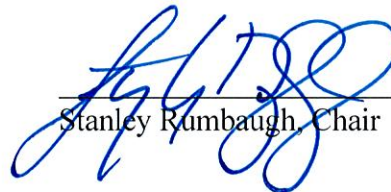
Whereas, Voucher holders struggle to find and secure rental units in Tacoma's current housing market; and

Whereas, The Covid-19 pandemic and impending end of the State's Eviction Moratorium may exacerbate the difficulty faced by those searching for housing; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

The Executive Director is authorized and directed to execute a contract with Pierce County Human Services to provide housing search assistance to Emergency Housing Voucher program participants.

Approved: July 28, 2021



Stanley Rumbaugh, Chair