STAUNTON REDEVELOPMENT AND HOUSING AUTHORITY

Regular Meeting
August 18, 2026
12:00 p.m.
100 Elizabeth Miller Gardens
Staunton, Virginia

AGENDA

I. Call to Order / Roll Call

II. Approval of Minutes – July 21, 2026 (Action)

III. Public Comments

(3-minute limit per speaker)

IV. Executive Director's Report

A. Financial Reports (Action)

1. Housing Choice Voucher (HCV) Program – May 2026 (Latest Available)
2. Multi-Family (MF) Program – May 2026 (Latest Available)

B. Housing Choice Voucher (HCV) Program Report

C. Multi-Family (MF) Program Report

D. Resident Needs Assessment and Self-Sufficiency Program Report

V. Board Committee Reports

Finance Committee

Personnel Committee

Program and Community Development Committee

VI. Old Business

A. FY2027 Streamlined Annual PHA Plan – Public Review and Comment Status

Public hearing and Board consideration are scheduled for the September 15, 2026 regular meeting.

VII. New Business

A. Public Hearing – FY27 Moving to Work (MTW) Supplement to the Annual Plan

B. Resolution Approving the FY27 Moving to Work (MTW) Supplement to the Annual Plan (Action)

VIII. Adjournment

STAUNTON REDEVELOPMENT AND HOUSING AUTHORITY

Regular Board Meeting Minutes

Tuesday, July 21, 2026
12:00 p.m.
100 Elizabeth Miller Gardens
Staunton, Virginia 24401

I. Call to Order

Vice-Chair Chris Okay called the Regular Meeting of the Board of Commissioners of the Staunton Redevelopment and Housing Authority (SRHA) to order on Tuesday, July 21, 2026, at 12:00 p.m. at the Authority's administrative office located at 100 Elizabeth Miller Gardens, Staunton, Virginia.

Roll Call

Present:

- Suzi Armstrong
- Tyler Gallimore
- Chris Okay, Vice-Chair
- Tracy Toye

Absent:

- Nicholas Hurston, Chair
- Sheba Lane
- Jonathan Mason

A quorum was established.

Commissioner Mason arrived during the presentation of the April 2026 Multi-Family Financial Reports.

Also present were Executive Director Nehemias Velez and Deputy Executive Director/Director of Finance Lance Allen.

II. Approval of Minutes – June 16, 2026

Vice-Chair Okay called for consideration of the minutes of the June 16, 2026 Regular Board Meeting.

Commissioner Gallimore made a motion to approve the minutes as presented. The motion was seconded by Commissioner Toye.

AYES: Gallimore, Okay, Toye

NAYS: None

ABSTAIN: Armstrong

The motion carried.

III. Public Comments

There were no public comments.

IV. Executive Director's Report

A. Financial Reports – April 2026

Housing Choice Voucher Program

Executive Director Velez introduced Deputy Executive Director/Director of Finance Lance Allen, who presented the April 2026 Housing Choice Voucher Program financial statements for the Board's review. Discussion followed.

Commissioner Armstrong made a motion to approve the April 2026 Housing Choice Voucher Program financial reports. The motion was seconded by Commissioner Toye.

AYES: Armstrong, Gallimore, Okay, Toye

NAYS: None

The motion carried unanimously.

Multi-Family Program

Mr. Allen presented the April 2026 Multi-Family financial statements for the Board's review. Commissioner Mason arrived during the presentation. Discussion followed.

Commissioner Toye made a motion to approve the April 2026 Multi-Family financial reports. The motion was seconded by Commissioner Armstrong.

AYES: Armstrong, Gallimore, Mason, Okay, Toye

NAYS: None

The motion carried unanimously.

B. Housing Choice Voucher Program Report

Mr. Velez presented the June 2026 Housing Choice Voucher Program Report, highlighting current leasing activities, program utilization, inspections, waiting list activity, and administrative updates.

Discussion followed.

No action was taken.

C. Multi-Family Program Report

Mr. Velez presented the June 2026 Multi-Family Program Report, providing updates on occupancy, maintenance operations, capital improvements, resident matters, and ongoing property management activities.

Discussion followed.

No action was taken.

D. Resident Needs Assessment / Self-Sufficiency

Mr. Velez presented the Resident Needs Assessment and Self-Sufficiency Report, providing updates regarding resident services, Family Self-Sufficiency activities, community partnerships, and resident engagement initiatives.

Discussion followed.

No action was taken.

V. Board Committee Reports

Finance Committee

Mr. Velez discussed the need to fill vacancies on the Finance Committee. Commissioners agreed to defer committee appointments until all Commissioners are present to allow for a comprehensive discussion.

No action was taken.

Personnel Committee

No report.

Program & Community Development Committee

No report.

VI. Old Business

Commissioner Code of Ethics and Oath of Office

Mr. Velez advised the Board that legal counsel continues to review the proposed Commissioner Code of Ethics and Oath of Office prior to presentation to the Board for consideration.

Discussion followed.

No action was taken.

VII. New Business

A. Public Hearing – Artificial Intelligence (AI) Policy

Vice-Chair Okay opened the public hearing on the proposed Artificial Intelligence (AI) Policy.

Mr. Velez advised the Board that no public comments had been received during the public comment period.

Vice-Chair Okay closed the public hearing.

B. Resolution No. 2026-01 – Adoption of the Artificial Intelligence (AI) Policy

Mr. Velez presented Resolution No. 2026-01 for the Board's consideration.

Commissioner Mason made a motion to adopt Resolution No. 2026-01. The motion was seconded by Commissioner Toye.

AYES: Armstrong, Gallimore, Mason, Okay, Toye

NAYS: None

The motion carried unanimously.

C. Public Hearing – Multi-Family Grievance Policy

Vice-Chair Okay opened the public hearing on the proposed Multi-Family Grievance Policy.

Mr. Velez advised the Board that no public comments had been received during the public comment period.

Vice-Chair Okay closed the public hearing.

D. Resolution No. 2026-02 – Adoption of the Multi-Family Grievance Policy

Mr. Velez presented Resolution No. 2026-02 for the Board's consideration.

Commissioner Okay made a motion to adopt Resolution No. 2026-02. The motion was seconded by Commissioner Armstrong.

AYES: Armstrong, Gallimore, Mason, Okay, Toye

NAYS: None

The motion carried unanimously.

E. Public Hearing – Financial Responsibility and Internal Control Policy

Vice-Chair Okay opened the public hearing on the proposed Financial Responsibility and Internal Control Policy.

Mr. Velez presented the proposed Financial Responsibility and Internal Control Policy and advised the Board that no public comments had been received during the public comment period.

Vice-Chair Okay closed the public hearing.

F. Resolution No. 2026-03 – Adoption of the Financial Responsibility and Internal Control Policy

Mr. Velez presented Resolution No. 2026-03 for the Board's consideration.

During discussion, the Board agreed to amend the proposed Financial Responsibility and Internal Control Policy by increasing the Board approval threshold for expenditures requiring advance Board authorization from **$25,000 to $80,000** to improve administrative efficiency while maintaining appropriate financial oversight.

Commissioner Armstrong made a motion to adopt Resolution No. 2026-03, approving the **Financial Responsibility and Internal Control Policy, as amended**. The motion was seconded by Commissioner Toye.

AYES: Armstrong, Gallimore, Mason, Okay, Toye

NAYS: None

The motion carried unanimously.

G. Presentation of the FY2027 Streamlined Annual PHA Plan

Mr. Velez presented the proposed **FY2027 Streamlined Annual PHA Plan** to the Board. He advised that the proposed Plan has been released for public review and comment and is available for inspection on the Authority's website and at the Authority's administrative office. The public comment period will remain open for not less than forty-five (45) days prior to the public hearing and Board consideration for adoption.

Discussion followed.

No action was taken.

VIII. Adjournment

There being no further business, Commissioner Armstrong made a motion to adjourn the meeting. The motion was seconded by Commissioner Mason.

AYES: Armstrong, Gallimore, Mason, Okay, Toye

NAYS: None

The motion carried unanimously.

There being no further business to come before the Board, Vice-Chair Okay adjourned the meeting at **1:00 p.m.**

Secretary

Chair

Housing Choice Voucher (HCV)

Balance Sheet

Period = May 2026

		Current Balance
0999-99-000	All	
1000-00-000	**ASSETS**	
1001-00-000	CURRENT ASSETS	
1100-00-000	CASH	
1110-00-000	Unrestricted Cash	
1111-11-000	Cash Operating AUB	5,938.93
1111-99-000	Total Unrestricted Cash	5,938.93
1112-00-000	Restricted Cash	
1112-03-100	Cash Restricted-HAP AUB	29,777.34
1112-99-000	Total Restricted Cash	29,777.34
1119-00-000	TOTAL CASH	35,716.27
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R -Tenants	1,206.00
1129-00-000	A/R -Other	-80.00
1130-00-000	A/R Port Ins	-646.71
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVABLE	479.29
1300-00-000	TOTAL CURRENT ASSETS	36,195.56
1400-00-000	NONCURRENT ASSETS:	
1400-01-000	FIXED ASSETS	
1400-08-000	Furniture and Equipment-Admin.	9,019.53
1405-03-000	Accum Depreciation-Furn & Equip Admin	-8,108.74
1420-00-000	TOTAL FIXED ASSETS	910.79
1430-00-000	Pension Asset	30,325.00
1440-00-000	Deferred Outflows	11,455.00
1499-00-000	TOTAL NONCURRENT ASSETS	42,690.79
1999-00-000	TOTAL ASSETS	78,886.35
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES:	
2100-00-000	CURRENT LIABLITIES:	
2111-00-000	A/P Vendors and Contractors	295.98
2145-00-000	Interprogram-Due To	139,941.90
2260-00-000	Accrued Compensated Absences-Current	589.95
2299-00-000	TOTAL CURRENT LIABILITIES	140,827.83
2300-00-000	NONCURRENT LIABILITIES:	
2305-00-000	Accrued Compensated Absences-LT	5,309.52

Housing Choice Voucher (HCV)

Balance Sheet

Period = May 2026

		Current Balance
2360-00-000	OPEB Liability	1,707.00
2370-00-000	Deferred Inflows	11,141.00
2399-00-000	TOTAL NONCURRENT LIABILITIES	18,157.52
2499-00-000	TOTAL LIABILITIES	158,985.35
2800-00-000	EQUITY	
2807-00-000	RESERVED FUND BALANCE	
2807-01-000	Reserved for Operating Activities	3,379.94
2808-00-000	TOTAL RESERVED FUND BALANCE	3,379.94
2809-00-000	RETAINED EARNINGS:	
2809-01-000	Invested in Capital Assets-Net of Debt	3,643.22
2809-02-000	Retained Earnings-Unrestricted Net Assets	-87,122.16
2809-99-000	TOTAL RETAINED EARNINGS:	-83,478.94
2899-00-000	TOTAL EQUITY	-80,099.00
2999-00-000	TOTAL LIABILITIES AND EQUITY	78,886.35

Housing Choice Voucher (HCV)

Income Statement

Period = May 2026

		May Actual	May Budget	Variance	YTD Actual	YTD Budget	YTD Variance	YTD Last Year	Change
3000-00-000	INCOME								
3100-00-000	TENANT INCOME								
3101-00-000	Rental Income								
3112-05-000	Utility Reimbursement Recovery -59 & TC	0.00	0.00	0.00	0.00	0.00	0.00	944.00	-944.00
3199-00-000	TOTAL TENANT INCOME	0.00	0.00	0.00	0.00	0.00	0.00	944.00	-944.00
3400-00-000	GRANT INCOME								
3410-01-000	Section 8 HAP Earned	188,125.00	186,534.83	1,590.17	951,756.00	932,674.15	19,081.85	957,801.00	-6,045.00
3410-02-000	Section 8 Admin. Fee Income	15,394.00	17,583.33	-2,189.33	82,600.00	87,916.65	-5,316.65	72,229.00	10,371.00
3410-04-000	Port-In Admin Fees Earned	158.84	0.00	158.84	794.20	0.00	794.20	634.97	159.23
3410-06-000	Port In HAP Earned	2,756.00	0.00	2,756.00	13,330.00	0.00	13,330.00	12,012.00	1,318.00
3410-07-000	VASH HAP Earned	0.00	0.00	0.00	0.00	0.00	0.00	6,890.00	-6,890.00
3499-00-000	TOTAL GRANT INCOME	206,433.84	204,118.16	2,315.68	1,048,480.20	1,020,590.80	27,889.40	1,049,566.97	-1,086.77
3600-00-000	OTHER INCOME								
3640-10-000	Fraud Recovery HAP	87.50	0.00	87.50	571.50	0.00	571.50	0.00	571.50
3640-20-000	Fraud Recovery Admin	87.50	0.00	87.50	571.50	0.00	571.50	0.00	571.50
3699-00-000	TOTAL OTHER INCOME	175.00	0.00	175.00	1,143.00	0.00	1,143.00	0.00	1,143.00
3999-00-000	TOTAL INCOME	206,608.84	204,118.16	2,490.68	1,049,623.20	1,020,590.80	29,032.40	1,050,510.97	-887.77
4000-00-000	EXPENSES								
4100-00-000	ADMINISTRATIVE EXPENSES								
4100-99-000	Administrative Salaries								
4110-00-000	Administrative Salaries	7,926.02	9,000.00	1,073.98	40,268.82	45,000.00	4,731.18	41,328.61	1,059.79
4110-05-000	Social Security & Medicare Expense	588.07	708.33	120.26	2,988.95	3,541.65	552.70	3,046.49	57.54
4110-06-000	SUTA Expense	16.68	41.67	24.99	473.89	208.35	-265.54	173.71	-300.18
4110-07-000	VRS Retire & Basic Life Expense	158.74	166.67	7.93	793.70	833.35	39.65	706.03	-87.67
4110-08-000	457b Expense	191.56	166.67	-24.89	958.99	833.35	-125.64	811.45	-147.54
4110-09-000	Health Insurance Expense	2,014.78	2,166.67	151.89	11,586.64	10,833.35	-753.29	9,990.65	-1,595.99
4110-10-000	Dental Insurance Expense	109.04	125.00	15.96	634.06	625.00	-9.06	589.89	-44.17
4110-99-000	Total Administrative Salaries	11,004.89	12,375.01	1,370.12	57,705.05	61,875.05	4,170.00	56,646.83	-1,058.22

Housing Choice Voucher (HCV)

Income Statement

Period = May 2026

		May Actual	May Budget	Variance	YTD Actual	YTD Budget	YTD Variance	YTD Last Year	Change
4130-00-000	Legal Expense								
4130-02-000	Criminal Background Checks	27.70	166.67	138.97	207.75	833.35	625.60	721.25	513.50
4130-04-000	General Legal Expense	509.25	250.00	-259.25	3,332.75	1,250.00	-2,082.75	1,445.84	-1,886.91
4131-00-000	Total Legal Expense	536.95	416.67	-120.28	3,540.50	2,083.35	-1,457.15	2,167.09	-1,373.41
4139-00-000	Other Admin Expenses								
4140-00-000	Staff Training	0.00	333.33	333.33	5,700.60	1,666.65	-4,033.95	5,107.08	-593.52
4150-00-000	Travel	282.32	125.00	-157.32	434.18	625.00	190.82	179.90	-254.28
4170-00-000	Accounting Fees	71.00	250.00	179.00	1,451.85	1,250.00	-201.85	1,743.25	291.40
4171-00-000	Auditing Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4172-00-000	Port Out Admin Fee Paid	153.09	166.67	13.58	940.39	833.35	-107.04	583.08	-357.31
4182-00-000	Consultants	322.85	250.00	-72.85	3,122.85	1,250.00	-1,872.85	1,369.34	-1,753.51
4182-01-000	Program Consultants	910.75	166.67	-744.08	2,951.00	833.35	-2,117.65	346.10	-2,604.90
4189-00-000	Total Other Admin Expenses	1,740.01	1,291.67	-448.34	14,600.87	6,458.35	-8,142.52	9,328.75	-5,272.12
4190-00-000	Miscellaneous Admin Expenses								
4190-01-000	Membership and Fees	551.00	166.67	-384.33	1,801.91	833.35	-968.56	1,250.11	-551.80
4190-04-000	Office Supplies	151.94	250.00	98.06	788.21	1,250.00	461.79	791.37	3.16
4190-06-000	Computer Parts	591.73	666.67	74.94	5,446.37	3,333.35	-2,113.02	2,615.90	-2,830.47
4190-07-000	Telephone	95.36	166.67	71.31	476.92	833.35	356.43	661.75	184.83
4190-08-000	Postage	267.25	166.67	-100.58	921.40	833.35	-88.05	997.17	75.77
4190-09-000	Software Lisense Fees	117.72	666.67	548.95	586.97	3,333.35	2,746.38	410.67	-176.30
4190-11-000	Printer Supplies	211.89	166.67	-45.22	757.14	833.35	76.21	509.00	-248.14
4190-13-000	Internet	83.82	83.33	-0.49	537.81	416.65	-121.16	449.65	-88.16
4190-22-000	Other Misc Admin Expenses	166.11	416.67	250.56	1,039.93	2,083.35	1,043.42	2,295.89	1,255.96
4191-00-000	Total Miscellaneous Admin Expenses	2,236.82	2,750.02	513.20	12,356.66	13,750.10	1,393.44	9,981.51	-2,375.15
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	15,518.67	16,833.37	1,314.70	88,203.08	84,166.85	-4,036.23	78,124.18	-10,078.90
4500-00-000	GENERAL EXPENSES								
4510-00-000	Insurance	0.00	333.33	333.33	821.54	1,666.65	845.11	729.29	-92.25
4599-00-000	TOTAL GENERAL EXPENSES	0.00	333.33	333.33	821.54	1,666.65	845.11	729.29	-92.25

Housing Choice Voucher (HCV)

Income Statement

Period = May 2026

		May Actual	May Budget	Variance	YTD Actual	YTD Budget	YTD Variance	YTD Last Year	Change
4700-00-000	HOUSING ASSISTANCE PAYMENTS								
4715-00-000	Housing Assistance Payments	179,330.00	186,534.83	7,204.83	888,118.00	932,674.15	44,556.15	903,250.00	15,132.00
4715-01-000	Tenant Utility Payments-Voucher	3,741.00	0.00	-3,741.00	21,436.00	0.00	-21,436.00	35,384.00	13,948.00
4715-02-000	Port Out HAP Payments	6,534.00	0.00	-6,534.00	38,620.00	0.00	-38,620.00	17,544.00	-21,076.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	189,605.00	186,534.83	-3,070.17	948,174.00	932,674.15	-15,499.85	956,178.00	8,004.00
8000-00-000	TOTAL EXPENSES	205,123.67	203,701.53	-1,422.14	1,037,198.62	1,018,507.65	-18,690.97	1,035,031.47	-2,167.15
9000-00-000	NET INCOME	1,485.17	416.63	1,068.54	12,424.58	2,083.15	10,341.43	15,479.50	-3,054.92

Multifamily Program (The Gardens of Staunton)

Balance Sheet

Period = May 2026

		Current Balance
0999-99-000	All	
1000-00-000	**ASSETS**	
1001-00-000	CURRENT ASSETS	
1100-00-000	CASH	
1110-00-000	Unrestricted Cash	
1111-11-000	Cash Operating AUB	22,066.17
1111-50-000	Cash Operating Vehicle Fund	2,967.49
1111-60-000	Cash Operating Recycle Fund	1,731.95
1111-90-000	Petty Cash	500.00
1111-99-000	Total Unrestricted Cash	27,265.61
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	49,300.13
1112-04-000	Cash Restricted-Reserve for Replacement	190,298.27
1112-99-000	Total Restricted Cash	239,598.40
1119-00-000	TOTAL CASH	266,864.01
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R -Tenants	43,546.64
1122-01-000	Allowance for Doubtful Accounts-Tenants	-4,192.02
1135-01-000	A/R -50059 HAP	6,127.00
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVABLE	45,481.62
1160-00-000	OTHER CURRENT ASSETS	
1162-10-000	Investments-Restricted	449,594.99
1260-00-000	Inventories-Materials	44,689.42
1275-00-000	Allowance for Obsolete Inventories	-4,505.18
1295-00-000	Interprogram-Due From	141,016.66
1299-00-000	TOTAL OTHER CURRENT ASSETS	630,795.89
1300-00-000	TOTAL CURRENT ASSETS	943,141.52
1400-00-000	NONCURRENT ASSETS:	
1400-01-000	FIXED ASSETS	
1400-05-000	Land	193,547.00
1400-06-000	Buildings	8,723,195.98
1400-07-000	Furniture and Equipment-Dwelling	209,769.47
1400-08-000	Furniture and Equipment-Admin.	262,535.44
1405-01-000	Accum Depreciation-Buildings	-7,791,416.91
1405-02-000	Accum Depreciation-Furn & Equip Dwellings	-147,991.58
1405-03-000	Accum Depreciation-Furn & Equip Admin	-240,706.51
1420-00-000	TOTAL FIXED ASSETS	1,208,932.89
1430-00-000	Pension Asset	331,115.00
1440-00-000	Deferred Outflows	125,075.00

Multifamily Program (The Gardens of Staunton)

Balance Sheet

Period = May 2026

		Current Balance
1499-00-000	TOTAL NONCURRENT ASSETS	1,665,122.89
1999-00-000	TOTAL ASSETS	2,608,264.41
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES:	
2100-00-000	CURRENT LIABLITIES:	
2111-00-000	A/P Vendors and Contractors	39,638.46
2114-00-000	Tenant Security Deposits	46,807.00
2114-03-000	Security Deposit-Pet	5,690.72
2117-01-000	A/P-Payroll Wages Payable	13,606.00
2117-03-000	A/P-Misc. Payroll Witholdings	0.20
2117-04-000	Federal Tax Witholding	1,538.00
2117-05-000	State Tax Witholding	884.00
2117-06-000	Employee FICA Witholding	3,080.64
2117-09-000	State Unemployment Tax	33.37
2117-11-000	VRS Payable	-154.64
2117-13-000	Health & Dental Payable	226.42
2240-00-000	Tenant Prepaid Rents	2,235.22
2260-00-000	Accrued Compensated Absences-Current	2,986.67
2299-00-000	TOTAL CURRENT LIABILITIES	116,572.06
2300-00-000	NONCURRENT LIABILITIES:	
2305-00-000	Accrued Compensated Absences-LT	26,880.02
2360-00-000	OPEB Liability	18,642.00
2370-00-000	Deferred Inflows	121,642.00
2399-00-000	TOTAL NONCURRENT LIABILITIES	167,164.02
2499-00-000	TOTAL LIABILITIES	283,736.08
2800-00-000	EQUITY	
2809-00-000	RETAINED EARNINGS:	
2809-02-000	Retained Earnings-Unrestricted Net Assets	2,324,528.33
2809-99-000	TOTAL RETAINED EARNINGS:	2,324,528.33
2899-00-000	TOTAL EQUITY	2,324,528.33
2999-00-000	TOTAL LIABILITIES AND EQUITY	2,608,264.41

Multifamily Program (The Gardens of Staunton)

Income Statement

Period = May 2026

		May Actual	May Budget	Variance	YTD Actual	YTD Budget	YTD Variance	YTD Last Year	Change
3000-00-000	INCOME								
3100-00-000	TENANT INCOME								
3101-00-000	Rental Income								
3111-00-000	Tenant Rent	41,669.00	42,500.00	-831.00	219,547.55	212,500.00	7,047.55	205,826.59	13,720.96
3112-00-000	HUD 50059 HAP Subsidy	61,289.00	60,416.67	872.33	305,645.00	302,083.35	3,561.65	300,411.00	5,234.00
3112-03-000	Utility Reimbursement -59 & TC	2,055.00	0.00	-2,055.00	10,200.00	0.00	-10,200.00	10,568.00	368.00
3112-05-000	Utility Reimbursement Recovery -59 & TC	0.00	0.00	0.00	763.00	0.00	763.00	632.00	131.00
3119-00-000	Total Rental Income	100,903.00	102,916.67	-2,013.67	515,755.55	514,583.35	1,172.20	496,301.59	19,453.96
3120-00-000	Other Tenant Income								
3120-01-000	Laundry and Vending	1,516.25	1,250.00	266.25	8,330.51	6,250.00	2,080.51	7,435.25	895.26
3120-04-000	Late Charges	275.00	208.33	66.67	1,725.00	1,041.65	683.35	1,600.00	125.00
3120-05-000	Legal Fees - Tenant	898.00	833.33	64.67	1,758.00	4,166.65	-2,408.65	1,990.00	-232.00
3120-07-000	Tenant Owed Utilities	12,597.54	14,166.67	-1,569.13	80,255.60	70,833.35	9,422.25	86,288.51	-6,032.91
3120-09-000	Misc.Tenant Income	350.00	0.00	350.00	360.00	0.00	360.00	5.00	355.00
3120-11-000	Work Orders	207.23	583.33	-376.10	1,754.02	2,916.65	-1,162.63	2,726.01	-971.99
3121-00-000	Tenant Payment Agreement (TPA) Rent	1,918.13	0.00	1,918.13	3,969.62	0.00	3,969.62	13,226.98	-9,257.36
3129-00-000	Total Other Tenant Income	17,762.15	17,041.66	720.49	98,152.75	85,208.30	12,944.45	113,271.75	-15,119.00
3199-00-000	TOTAL TENANT INCOME	118,665.15	119,958.33	-1,293.18	613,908.30	599,791.65	14,116.65	609,573.34	4,334.96
3400-00-000	GRANT INCOME								
3415-00-000	Other Government Grants	0.00	10,770.83	-10,770.83	3,241.04	53,854.15	-50,613.11	446,745.34	-443,504.30
3499-00-000	TOTAL GRANT INCOME	0.00	10,770.83	-10,770.83	3,241.04	53,854.15	-50,613.11	446,745.34	-443,504.30
3600-00-000	OTHER INCOME								
3610-00-000	Investment Income - Unrestricted	13.46	0.00	13.46	25.94	0.00	25.94	0.00	25.94
3611-00-000	Investment Income - Restricted	4,854.45	1,666.67	3,187.78	7,775.49	8,333.35	-557.86	14,919.99	-7,144.50
3612-00-000	Security Deposit Interest	6.28	0.00	6.28	29.82	0.00	29.82	0.00	29.82
3650-00-000	Miscellaneous Other Income	398.75	0.00	398.75	1,802.75	0.00	1,802.75	1,757.44	45.31
3660-00-000	Operating Transfers IN	0.00	0.00	0.00	1,150.00	0.00	1,150.00	0.00	1,150.00
3699-00-000	TOTAL OTHER INCOME	5,272.94	1,666.67	3,606.27	10,784.00	8,333.35	2,450.65	16,677.43	-5,893.43
3999-00-000	TOTAL INCOME	123,938.09	132,395.83	-8,457.74	627,933.34	661,979.15	-34,045.81	1,072,996.11	-445,062.77

Multifamily Program (The Gardens of Staunton)

Income Statement

Period = May 2026

		May Actual	May Budget	Variance	YTD Actual	YTD Budget	YTD Variance	YTD Last Year	Change
4000-00-000	EXPENSES								
4100-00-000	ADMINISTRATIVE EXPENSES								
4100-99-000	Administrative Salaries								
4110-00-000	Administrative Salaries	25,432.32	26,166.67	734.35	128,251.43	130,833.35	2,581.92	119,618.62	-8,632.81
4110-05-000	Social Security & Medicare Expense	2,495.05	3,333.33	838.28	13,528.78	16,666.65	3,137.87	11,993.66	-1,535.12
4110-06-000	SUTA Expense	16.69	250.00	233.31	2,746.99	1,250.00	-1,496.99	771.43	-1,975.56
4110-07-000	VRS Retire & Basic Life Expense	691.72	833.33	141.61	3,779.62	4,166.65	387.03	2,980.13	-799.49
4110-08-000	457b Expense	1,117.36	1,250.00	132.64	5,686.59	6,250.00	563.41	5,090.59	-596.00
4110-09-000	Health Insurance Expense	7,774.62	8,166.67	392.05	49,402.98	40,833.35	-8,569.63	39,320.76	-10,082.22
4110-10-000	Dental Insurance Expense	459.84	583.33	123.49	2,952.41	2,916.65	-35.76	2,488.51	-463.90
4110-11-000	Employee Assistance Program	0.00	0.00	0.00	2,650.00	3,000.00	350.00	2,600.00	-50.00
4110-99-000	Total Administrative Salaries	37,987.60	40,583.33	2,595.73	208,998.80	205,916.65	-3,082.15	184,863.70	-24,135.10
4130-00-000	Legal Expense								
4130-02-000	Criminal Background Checks	41.55	166.67	125.12	166.20	833.35	667.15	527.00	360.80
4130-04-000	General Legal Expense	1,283.25	1,916.67	633.42	6,710.25	9,583.35	2,873.10	3,934.75	-2,775.50
4131-00-000	Total Legal Expense	1,324.80	2,083.34	758.54	6,876.45	10,416.70	3,540.25	4,461.75	-2,414.70
4139-00-000	Other Admin Expenses								
4140-00-000	Staff Training	0.00	416.67	416.67	3,129.03	2,083.35	-1,045.68	2,994.55	-134.48
4150-00-000	Travel	51.04	83.33	32.29	156.51	416.65	260.14	0.00	-156.51
4170-00-000	Accounting Fees	71.00	500.00	429.00	1,451.85	2,500.00	1,048.15	3,269.50	1,817.65
4171-00-000	Auditing Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4182-00-000	Consultants	0.00	416.67	416.67	2,425.00	2,083.35	-341.65	4,382.67	1,957.67
4182-01-000	Program Consultants	1,090.00	833.33	-256.67	4,254.00	4,166.65	-87.35	3,086.60	-1,167.40
4189-00-000	Total Other Admin Expenses	1,212.04	2,250.00	1,037.96	11,416.39	11,250.00	-166.39	13,733.32	2,316.93
4190-00-000	Miscellaneous Admin Expenses								
4190-01-000	Membership and Fees	0.00	250.00	250.00	1,275.91	1,250.00	-25.91	1,720.95	445.04
4190-04-000	Office Supplies	151.94	333.33	181.39	870.16	1,666.65	796.49	884.16	14.00
4190-06-000	Computer Parts	628.19	833.33	205.14	5,584.15	4,166.65	-1,417.50	3,109.89	-2,474.26
4190-07-000	Telephone	95.36	166.67	71.31	476.92	833.35	356.43	661.80	184.88
4190-08-000	Postage	215.73	166.67	-49.06	658.71	833.35	174.64	732.68	73.97
4190-09-000	Software Lisense Fees	137.68	333.33	195.65	686.73	1,666.65	979.92	274.54	-412.19

Multifamily Program (The Gardens of Staunton)

Income Statement

Period = May 2026

		May Actual	May Budget	Variance	YTD Actual	YTD Budget	YTD Variance	YTD Last Year	Change
4190-11-000	Printer Supplies	211.90	250.00	38.10	757.17	1,250.00	492.83	509.00	-248.17
4190-13-000	Internet	513.60	458.33	-55.27	3,049.38	2,291.65	-757.73	2,248.40	-800.98
4190-18-000	Admin Contracts	1,750.00	1,666.67	-83.33	6,775.00	8,333.35	1,558.35	0.00	-6,775.00
4190-20-000	Bank Fees	485.16	500.00	14.84	2,459.46	2,500.00	40.54	2,374.93	-84.53
4190-21-000	Sponsorships	0.00	83.33	83.33	0.00	416.65	416.65	0.00	0.00
4190-22-000	Other Misc Admin Expenses	1,845.19	1,000.00	-845.19	4,753.98	5,000.00	246.02	3,923.16	-830.82
4191-00-000	Total Miscellaneous Admin Expenses	6,034.75	6,041.66	6.91	27,347.57	30,208.30	2,860.73	16,439.51	-10,908.06
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	46,559.19	50,958.33	4,399.14	254,639.21	257,791.65	3,152.44	219,498.28	-35,140.93
4200-00-000	TENANT SERVICES								
4220-00-000	Resident Council	0.00	200.00	200.00	0.00	1,000.00	1,000.00	0.00	0.00
4220-01-000	Other Tenant Svcs.	0.00	500.00	500.00	0.00	2,500.00	2,500.00	0.00	0.00
4240-00-000	FSS General	0.00	250.00	250.00	0.00	1,250.00	1,250.00	0.00	0.00
4240-01-000	Food Pantry	0.00	333.33	333.33	60.51	1,666.65	1,606.14	0.00	-60.51
4240-02-000	Tutoring Program	0.00	250.00	250.00	0.00	1,250.00	1,250.00	0.00	0.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	1,533.33	1,533.33	60.51	7,666.65	7,606.14	0.00	-60.51
4300-00-000	UTILITY EXPENSES								
4310-00-000	Water	9,831.80	0.00	-9,831.80	40,520.74	26,000.00	-14,520.74	26,110.27	-14,410.47
4320-00-000	Electricity	7,844.16	11,666.67	3,822.51	45,313.65	58,333.35	13,019.70	51,837.75	6,524.10
4330-00-000	Gas	4,752.26	6,250.00	1,497.74	42,428.26	31,250.00	-11,178.26	42,152.22	-276.04
4340-00-000	Garbage/Trash Removal	1,758.70	2,000.00	241.30	8,936.00	10,000.00	1,064.00	21,845.41	12,909.41
4399-00-000	TOTAL UTILITY EXPENSES	24,186.92	19,916.67	-4,270.25	137,198.65	125,583.35	-11,615.30	141,945.65	4,747.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES								
4400-99-000	General Maint Expense								
4410-00-000	Maintenance Salaries	8,096.02	11,333.33	3,237.31	53,391.09	56,666.65	3,275.56	40,279.59	-13,111.50
4413-00-000	Vehicle Gas, Oil, Grease	335.41	333.33	-2.08	1,545.50	1,666.65	121.15	1,030.67	-514.83
4415-00-000	Maintenance Miscellaneous Expense	0.00	416.67	416.67	5,260.99	2,083.35	-3,177.64	1,545.51	-3,715.48
4416-00-000	Extraordinary Maintenance Expense	0.00	5,416.67	5,416.67	2,460.00	27,083.35	24,623.35	0.00	-2,460.00
4419-00-000	Total General Maint Expense	8,431.43	17,500.00	9,068.57	62,657.58	87,500.00	24,842.42	42,855.77	-19,801.81
4420-00-000	Materials								
4420-07-000	Supplies-Maint/Repairs	1,448.97	1,000.00	-448.97	9,010.09	5,000.00	-4,010.09	5,131.81	-3,878.28

Multifamily Program (The Gardens of Staunton)

Income Statement

Period = May 2026

		May	May		YTD	YTD	YTD	YTD	
		Actual	Budget	Variance	Actual	Budget	Variance	Last Year	Change
4420-11-000	Inventory Expense	2,340.64	3,333.33	992.69	19,451.41	16,666.65	-2,784.76	12,636.94	-6,814.47
4429-00-000	Total Materials	3,789.61	4,333.33	543.72	28,461.50	21,666.65	-6,794.85	17,768.75	-10,692.75
4430-00-000	Contract Costs								
4430-01-000	Contract-Alarm/Extinguisher	0.00	416.67	416.67	574.75	2,083.35	1,508.60	1,632.50	1,057.75
4430-03-000	Contract-Building Repairs	-2,656.00	0.00	2,656.00	344.00	0.00	-344.00	0.00	-344.00
4430-04-000	Contract-Carpet Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	100.00	100.00
4430-05-000	Contract-Unit Turns	0.00	833.33	833.33	0.00	4,166.65	4,166.65	1,827.00	1,827.00
4430-06-000	Contract-Electrical	0.00	416.67	416.67	0.00	2,083.35	2,083.35	1,588.50	1,588.50
4430-07-000	Contract-Pest Control	565.00	416.67	-148.33	2,239.00	2,083.35	-155.65	1,544.00	-695.00
4430-09-000	Contract-Grounds	2,529.00	2,500.00	-29.00	10,116.00	12,500.00	2,384.00	7,972.00	-2,144.00
4430-10-000	Contract-Janitorial/Cleaning	810.00	1,166.67	356.67	4,705.00	5,833.35	1,128.35	3,821.17	-883.83
4430-11-000	Contract-Plumbing	0.00	83.33	83.33	0.00	416.65	416.65	0.00	0.00
4430-13-000	Contract-HVAC	0.00	166.67	166.67	123.95	833.35	709.40	1,053.50	929.55
4430-14-000	Contract-Vehicle Maintenance	559.26	333.33	-225.93	3,588.00	1,666.65	-1,921.35	0.00	-3,588.00
4430-18-000	Contract-Alarm Monitoring	0.00	0.00	0.00	1,725.00	2,000.00	275.00	1,835.00	110.00
4439-00-000	Total Contract Costs	1,807.26	6,333.34	4,526.08	23,415.70	33,666.70	10,251.00	21,373.67	-2,042.03
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	14,028.30	28,166.67	14,138.37	114,534.78	142,833.35	28,298.57	81,998.19	-32,536.59
4500-00-000	GENERAL EXPENSES								
4510-00-000	Insurance	0.00	0.00	0.00	6,097.46	5,500.00	-597.46	5,584.95	-512.51
4510-10-000	Property Insurance	0.00	0.00	0.00	6,277.00	7,250.00	973.00	5,723.01	-553.99
4520-00-000	Payments in Lieu of Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4570-00-000	Bad Debt-Tenant Rents	-10,096.10	0.00	10,096.10	-10,503.31	0.00	10,503.31	-20,676.66	-10,173.35
4599-00-000	TOTAL GENERAL EXPENSES	-10,096.10	0.00	10,096.10	1,871.15	12,750.00	10,878.85	-9,368.70	-11,239.85
5000-00-000	NON-OPERATING ITEMS								
5210-00-000	Operating Transfers OUT	0.00	3,270.83	3,270.83	0.00	16,354.15	16,354.15	0.00	0.00
5231-00-000	Gain/Loss from Disposition of Non-Expend Equip.	0.00	0.00	0.00	0.00	0.00	0.00	-2,951.00	-2,951.00
5999-00-000	TOTAL NON-OPERATING ITEMS	0.00	3,270.83	3,270.83	0.00	16,354.15	16,354.15	-2,951.00	-2,951.00
8000-00-000	TOTAL EXPENSES	74,678.31	103,845.83	29,167.52	508,304.30	562,979.15	54,674.85	431,122.42	-77,181.88
9000-00-000	NET INCOME	49,259.78	28,550.00	20,709.78	119,629.04	99,000.00	20,629.04	641,873.69	-522,244.65

Staunton Redevelopment & Housing Authority

900 Elizabeth Miller Gardens, Staunton, VA 24401
P: 540-886-3413 F: 540-885-5414

August 10, 2026

Housing Choice Voucher Board Report for July 2026

Total vouchers:

- HCV- 238 (32 of these held for PBV)
- VASH- 15
- Total- 253

Utilization:

- HCV
  - 188
- PBV
  - 30
- VASH
  - 13
- CHOICE MOBILITY (PBRA-RAD TO HCV)
  - 0
- OUTGOING PORTS ADMINISTERED
  - 4
- Total
  - 235

Portability:

- Incoming ports
  - 1 searching
  - 4 administered
- Outgoing ports
  - 1 searching
  - 4 administered

Pre-Issue/intake appointments:

- HCV- 0
- PBV 3br- 6 in process
- Choice Mobility- 0

Vouchers Issued:
- 2 (1 VASH, 1 PORT-IN)

New voucher holders leased:
- HCV- 0
- Port-In- 0
- 3br PBV- 0
- VASH- 2 (1 VASH, 1 VASH/PBV)

Total searching vouchers:
- 2 (1 VASH, 1 Port-In)

PBV referred:
- 3br- 0

Waiting List Applicants:

- 0 new HCV, 396 total on 7/31
- Previously 1642, down significantly due to the waitlist update that was sent on 6/29. The number 396 includes the previously selected HCV applicants who have been "paused" due to our shortfall. Those applicants are now reflected in the waiting list number and not the "intakes processed" number, as they have been added back to the waiting list for more accurate record keeping.
- 22 new 3br PBV, 160 total
- Choice Mobility Priority List- 48 total

Top of Waiting List letters sent out:
- 0- HCV
- 0- 3br PBV
- 0- Choice Mobility

Note: PBV waiting list re-opened on March 30, 2026.

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Audra M Hutchens — 08/10/2026

Audra Hutchens — Date

Housing Programs Manager

Executive Director
900 Elizabeth Miller Gardens
Staunton, VA 24401
Phone: (540)866-3413
Virginia Relay Service 1-800-828-1120 (TDD) or 1-800-828-1140 (voice) for hearing-impaired inquiries

Staunton Redevelopment & Housing Authority

900 Elizabeth Miller Gardens
Staunton, VA 24401
P: 540-886-3413
F: 540-885-5414

Multi-Family Board Report for July 2026

August 10, 2026

Total Move-Ins:
- 0

Occupied units:
- 141

Move-Outs:
- 3 (2 evict)

Evictions:
- 2

Unit Transfers:
- 1

Total Vacant Units:
- 9

Late Rents:
- 9

Repayment Agreements:
- 2 new

Unlawful Detainers:
- 0 filed

Abandonment:

- 0

Waiting List Applicants:

- 1 bedroom – 15 new, 464 total
- 2 bedrooms – 12 new, 364 total
- 3 bedrooms – 4 new, 251 total
- 4 bedrooms – 2 new, 82 total
- 5 bedrooms – 2 new, 49 total

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Audra M Hutchens
08/10/2026

Audra Hutchens
Housing Programs Manager

Date

Staunton Redevelopment and Housing Authority
Resident Services / Self-Sufficiency Program
Board Update | Coordinator Data Report

Reporting Period: *July 2026* Prepared by: *Susan Venable*

Purpose. The program supports SRHA residents in achieving housing stability and independence by identifying barriers, coordinating services, and addressing urgent needs. This report tracks activity across the program's core data streams.

1. Food Pantry

Program Reach (cumulative): *80* individuals • *32* households for July 2026
SRHA households referred to pantry (this period*)*: *5*
Food distributed (approx. lbs.) (YTD) *3,103.00*
Status: SHC-operated pantry holds USDA certification; residents referred as part of needs assessments.

2. Needs Assessments

Assessments completed (YTD)= *19*
Intake assessments vs. six-month updates: *3 updates*
Top barriers identified: *Food insecurity, employment and transportation*

3. Referrals to Other Agencies

Total referrals made (this period 7): (YTD 2026: 55)
Breakdown by type: *workforce • education and legal*
Referrals resulting in confirmed connection to services: *4*

4. Eviction Prevention Program — Referrals (Active Participants)

Active participants: *3*
New referrals (this period*): 4*
Households retained in housing following assistance: *3*
Notes*: Disbursements used to date: $3,915.92 (YTD)*

5. Workforce Education & Materials

Residents engaged in workforce / education activities: *1*
Educational materials distributed*: nothing needed at this time.*
Partner programs utilized: *3*
Outcomes (employment, enrollment, credential) *3 newly employed.*

6. Tutoring Program

Students enrolled / participating (this period): *October TBA 2026*
Progress / outcomes: Notes:

Notes: *Tutoring sessions are currently out for the summer. I also keep up with monthly town hall meetings and any other pertinent training.*

Coordinator Certification

I certify that the information reported above is accurate and complete to the best of my knowledge.

Susan Venable

Date: 8/4/2026

Coordinator Signature

Prepared for the SRHA Board of Commissioners — for oversight, accountability, and strategic planning.

FY2027

Moving To Work SUPPLEMENT

Staunton Redevelopment & Housing Authority

Submitted October 2026

January 1, 2027 - December 31, 2027

Table of Contents

A. PHA Information

A.1	**PHA Name**	Staunton Redevelopment & Housing Authority
	PHA Code	VA023
	MTW Supplement for PHA Fiscal Year Beginning	01/01/2027
	PHA Program Type	HCV
	MTW Cohort Number	5
	MTW Supplement Submission Type	Annual Submission

B. Narrative

B.1 The Staunton Redevelopment and Housing Authority (SRHA), created pursuant to Title 36 of the Code of Virginia, is a political subdivision of the Commonwealth of Virginia. Organized on March 9, 1961, the SRHA has been committed to housing low-income families with dignity and respect in the City of Staunton and surrounding Augusta County. The mission of the SRHA is to provide safe and affordable housing to members of its community to enhance quality of life, promote economic opportunity, and offer a suitable living environment free from discrimination.

The SRHA administers the Housing Choice Voucher (HCV) program, including HUD-Veterans Affairs Supportive Housing (VASH), through the Office of Public and Indian Housing, and operates 150 units of RAD Project-Based Rental Assistance (PBRA) housing at Elizabeth Miller Gardens and Farrier Court through the Office of Housing. The SRHA pursues its affordable housing development pipeline through the Staunton Housing Corporation (SHC), its 501(c)(3) affiliate and a HUD-certified Community Housing Development Organization (CHDO).

As an MTW Cohort 5 agency, the SRHA uses its MTW flexibility to: **(1)** Increase administrative efficiency and redirect savings to housing assistance and resident services; **(2)** Promote resident self-sufficiency and economic opportunity, including through its HCV work requirement; **(3)** Expand housing choice through project-based vouchers and an active development pipeline; and **(4)** Strengthen relationships with landlords and community partners to maximize the reach of its resources.

During the prior plan year, FY26, the SRHA: **(1)** Began the six-month participant notification period (June 1, 2026) for its HCV work requirement, effective January 1, 2027; **(2)** Received HUD approval for the $130 minimum rent for able-bodied individuals aged 18 up to 62 to take effect January 1, 2027; **(3)** Received approval through the MTW Supplement to increase its PBV program cap to 50 percent and its PBV project cap from 25 percent to 100 percent; **(4)** Was accepted into HUD's Work & Dignity Coalition; and **(5)** Through the SHC, secured a competitive 9% Low-Income Housing Tax Credit (LIHTC) award from Virginia Housing for the senior housing development, the Dunsmore Building, closed on the acquisition of the Hickory Street property for veteran supportive housing, and completed the 958 Anderson Street VASH PBV residence.

Short-Term Goals (2027–2029)

Senior and Supportive Housing Production
Through the SHC, the SRHA will advance its active development pipeline, including the adaptive reuse of the historic Dunsmore Building into 15 senior apartments, and the conversion of the recently acquired Hickory Street church property into supportive housing supported by up to 10 project-based vouchers — 5 VASH units serving homeless veterans and 5 standard PBV units — anticipated to be placed in service in FY2027.

Project-Based Voucher (PBV) Expansion (VASH, Elderly, and Disabled)
The SRHA will continue expanding PBVs, prioritizing homeless veterans, elderly households, and persons with disabilities, using its approved MTW authority to project-base up to 50 percent of its voucher allocation, and to project-base up to 100 percent of the units in an individual project, where aligned with local housing needs. Recent and near-term PBV placements include the 958 Anderson Street cottage residence, Hickory Street, and the Dunsmore Building, where the SRHA will project-base 15 elderly-designated units.

Farrier Court Expansion & Rehabilitation
The SRHA will continue pre-development activities at the Farrier Court site, including planning and design in pursuit of LIHTC and gap financing, with the SHC serving as developer. The project aims to add 32–40 newly constructed affordable units supported by PBVs under MTW authority and modernize the site.

Work Requirement Implementation and Self-Sufficiency
Effective January 1, 2027, the SRHA will implement its HCV work requirement (15 hours per week for non-exempt, non-elderly, non-disabled adults), paired with employment supports, case management, and hardship protections. The SRHA was accepted into HUD's Work & Dignity Coalition in May 2026 and will continue collaborating with HUD on implementation and evaluation.

Enhanced Services for Elderly and Disabled Participants
Using MTW flexibilities, the SRHA will expand service coordination for elderly and disabled participants, including transportation assistance, wellness programming, nutrition partnerships, and access to in-home care resources.

Collaborative Day Shelter and Supportive Services
Using the Local, Non-Traditional (LNT) authority and acting through the SHC, the SRHA will partner with the City of Staunton, the WARM organization, the Valley Community Services Board (Valley CSB), the Valley Homeless Connection, and other community partners to establish a collaborative day shelter for homeless and low-income residents of Staunton. The day shelter will provide needed services and rest spaces without the ability for an overnight stay. WARM will handle the day-to-day operations, while the Valley CSB and Valley Homeless Connection will provide supportive services, service connections, and coordinated access. This initiative will serve SRHA participants and the broader community alike.

Long-Term Goals (Through 2031)

Expand and Preserve Affordable Housing Stock
The SRHA, through SHC, will grow its affordable housing portfolio through new construction, acquisition, and adaptive reuse, with emphasis on elderly and supportive housing. Multiple pipeline projects are expected to reach completion within the five-year horizon.

Elderly Housing Preservation and Accessibility Enhancements
The SRHA will assess and begin upgrades to its RAD PBRA portfolio (Elizabeth Miller Gardens and Farrier Court), focusing on energy efficiency, accessibility, and safety improvements, guided by an updated capital needs assessment.

Use of Local, Non-Traditional (LNT) Activities for Development and Supportive Services
The SRHA will utilize MTW LNT activity authority to invest MTW funds directly in the development of workforce and "missing middle" housing serving households at or below 80 percent of Area Median Income. LNT development investments may include land acquisition, pre-development costs, construction, and gap financing for SHC-sponsored projects, expanding housing options for working households whose incomes exceed traditional program limits but who remain priced out of the local market.

The SRHA will also sustain and, where resources allow, expand its LNT service-provision partnerships. Building on the collaborative day shelter developed with the City of Staunton, WARM, the Valley CSB, and the Valley Homeless Connection, the SRHA will continue using MTW funds for non-traditional supportive services that address homelessness and housing instability among the community's lowest-income residents, complementing its housing development pipeline with a coordinated continuum of services.

Expand Self-Sufficiency and Rent Reform Strategies
The SRHA will expand: (1) Stepped and tiered rent pilots that reward earned income growth, (2) Incentive savings programs with broader eligibility than traditional FSS, and (3) Workforce development incentives paired with case management.

Streamlined Operations
The SRHA will continue implementing digital documentation, remote interviews, simplified rent calculations, and reduced recertification frequency to lower administrative costs and improve the participant experience.

C. MTW Waivers and Associated Activities

ACTIVITY 1 3.b. Alternative Recertification Schedule For Households (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2025

2. **Fiscal Year Approved**
   2025

3. **Status**
   Implemented

4. **Narrative**
   The SRHA will decrease the frequency of tenant reexaminations from annual to triennial for all HCV households. This restructuring will allow families to have a more consistent rent portion over a longer period of time, and it will create more time for the SRHA staff to attend to other business affairs. Annual recertifications will remain for non-wage-earning able-bodied families and families claiming zero income.

   Interim recertifications will be limited to one interim per year at the request of the household. If the interim is for a decrease in income, only income decreases of 10% or more will be processed. Interim decreases will be limited to one during a calendar year and no interim decreases during the first six months after initial occupancy. Required interim recertifications for Family Self-Sufficiency, household composition changes, and landlord rent increases will not count against the limit on voluntary interim recertifications.

5. **MTW Statutory Objectives**
   Cost effectiveness

6. **Cost implications**
   Decreased expenditures

7. **Policy by household status/family types/sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV Activities: The MTW activity applies to all tenant-based units
    The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    Yes

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
Yes
    1. Minimum Rent
    2. Alternative Recertification Schedule For Households
    3. Work Requirement

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
N/A

16. **Does the MTW activity require an impact analysis?**
Yes

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
No

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
Triennial recertifications were implemented in 2025. As of June 2026, the SRHA is only processing recertifications for two-thirds of its population. This activity has significantly reduced the caseload of the SRHA Housing Program Manager, and the participants have responded positively.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **What is the recertification schedule?**
Once every three years for able-bodied, elderly, and disabled households.

2. **How many interim recertifications per year may a household request?**
1

3. **Please describe briefly how the MTW agency plans to address changes in family/household circumstances under the alternative reexamination schedule.**
Required interim recertifications for household composition changes or landlord rent increases will not count against the limit on voluntary interim recertifications.

IMPACT ANALYSIS

1. **Impact on the agency's finances (e.g., how much will the activity cost, any change in the agency's per family contribution**
   The SRHA will decrease the frequency of tenant reexaminations from annual to triennial for all of its HCV households. The SRHA predicts that this activity will produce operational cost savings, as staff are freed to manage other administrative affairs.

2. **Impact on affordability of housing costs for affected families (e.g., any change in how much affected families will pay towards their housing costs)**
   This activity will allow the SRHA's households to have a more consistent tenant rent portion over a longer period of time, which will consequently make the HCV programs more affordable for families.

3. **Impact on the agency's waitlist(s) (e.g., any change in the amount of time families are on the waitlist)**
   This activity will not affect the waiting list.

4. **Impact on the agency's termination rate of families (e.g., any change in the rate at which families non-voluntarily lose assistance from the agency)**
   This activity will not affect the termination rate of families.

5. **Impact on the agency's current occupancy level in public housing and utilization rate in the HCV program**
   This activity will not affect the agency's current utilization rate in the HCV program.

6. **Impact on meeting the MTW statutory goals of cost effectiveness, self-sufficiency, and/or housing choice**
   MTW Statutory Objective - Cost Effectiveness
   This activity will decrease the administrative costs associated with processing annual and interim recertifications.

7. **Impact on the agency's ability to meet the MTW statutory requirements**
   The SRHA will be able to meet the statutory objective of Cost Effectiveness.

8. **Impact on the rate of hardship requests and the number granted and denied as a result of this activity**
   The SRHA does not expect to see an increase in hardship requests as a result of this activity.

9. **Across the other factors above, the impact on protected classes (and any associated disparate impact)**
   This activity is based on income reviews, in which protected class is not a factor, and there is no anticipated impact on protected classes.

ACTIVITY 2 3.d. Self-Certification of Assets (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2025

2. **Fiscal Year Approved**
   2025

3. **Status**
   Implemented

4. **Narrative**
   The asset self-certification ceiling will be increased from $5,000 to $50,000 at recertification. This will lessen the regulatory responsibilities of the SRHA.

5. **MTW Statutory Objectives**
   Cost effectiveness

6. **Cost Implications**
   Decreased expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV Activities: The MTW activity applies to all tenant-based units
    The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
    N/A

16. **Does the MTW activity require an impact analysis?**
    No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
    This activity has reduced the SRHA's administrative burden. Since there are less documents to acquire and review, recertifications are concluded much quicker than before.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
    N/A

CUSTOM QUESTIONS

1. **Please state the dollar threshold for the self-certification of assets.**
   $50,000

ACTIVITY 3 1.f. Minimum Rent (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   To incentivize families to maintain employment, become accustomed to paying rent that is akin to what non-subsidized families pay, decrease program expenses, and increase self-sufficiency, the SRHA will implement a $130 minimum rent for able-bodied families.

5. **MTW Statutory Objectives**
   Cost effectiveness
   Self-sufficiency

6. **Cost Implications**
   Increased revenue
   Decreased expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies only to a subset or subsets of assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies only to selected family types: Non-elderly, non-disabled families

10. **Location**
    For HCV Activities: The MTW activity applies to all tenant-based units
    The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    Yes

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    Yes
    1. Minimum Rent
    2. Alternative Recertification Schedule For Households
    3. Work Requirement

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    No

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
N/A

16. **Does the MTW activity require an impact analysis?**
Yes

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
No

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
This activity has been recently approved by HUD and has yet to be implemented.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **How much is the minimum rent or minimum Total TenantPayment (TTP)?**
$130 minimum rent

IMPACT ANALYSIS

1. **Impact on the agency's finances (e.g., how much will the activity cost, any change in the agency's per family contribution**
   There are 26 able-bodied families in the HCV program that will be affected by the $130 minimum rent activity. These families have a rental portion that is less than $130. It is anticipated that the increase in the minimum rent portion will provide the SRHA a cost savings in the form of decreased HAP by $1,721 monthly for a total annual savings of $20,652.

2. **Impact on affordability of housing costs for affected families (e.g., any change in how much affected families will pay towards their housing costs)**
   The activity will raise the rental portion for the affected 26 able-bodied families by an average of $69 per month.

3. **Impact on the agency's waitlist(s) (e.g., any change in the amount of time families are on the waitlist)**
   This waiver will not affect the waiting list.

4. **Impact on the agency's termination rate of families (e.g., any change in the rate at which families non-voluntarily lose assistance from the agency)**
   This waiver will not affect the termination rate of families.

5. **Impact on the agency's current occupancy level in public housing and utilization rate in the HCV program**
   This waiver will not affect the agency's current utilization rate in the HCV program

6. **Impact on meeting the MTW statutory goals of cost effectiveness, self-sufficiency, and/or housing choice**
   MTW Statutory Objective - Cost Effectiveness
   This waiver will increase the cost effectiveness of the HCV program. The amount of HAP paid under the HCV program will decrease, and these funds will be available to fund self-sufficiency activities and expand affordable housing choices.

   MTW Statutory Objective – Self Sufficiency
   This waiver will provide incentives for families to work, decrease the incentive to voluntarily make decisions that would reduce household income, and reduce client dependance on the subsidy safety net.

7. **Impact on the agency's ability to meet the MTW statutory requirements**
   This waiver will enable the SRHA to meet both the statutory objectives of Cost Effectiveness and Self-Sufficiency.

8. **Impact on the rate of hardship requests and the number granted and denied as a result of this activity**
   It is anticipated that the rate of hardship requests will not increase regarding minimum rent waivers.

9. **Across the other factors above, the impact on protected classes (and any associated disparate impact)**
   This waiver is implemented based on income reviews in which protected class is not a factor. Therefore, there is no anticipated impact on protected classes.

ACTIVITY 4 1.n. Utility Reimbursements (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA will eliminate the utility reimbursements. The goal is to increase revenue for the authority while making households more self-reliant.

   The SRHA disburses $5,878 in monthly utility reimbursements to approximately 42 HCV households, which equates to an average monthly utility reimbursement of $140 per household. The yearly average reimbursement is $1,680 per household. There are approximately 42 households that pay $0 towards their tenant rent portion due to their utility reimbursement. The SRHA will realize a minimum of $5,878 in monthly cost savings and at least $70,536 in yearly cost savings in the form of decreased HAP, during the first year in which this activity is implemented.

5. **MTW Statutory Objectives**
   Cost effectiveness

6. **Cost Implications**
   Increased revenue
   Decreased expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV Activities:
    1. The MTW activity applies to all tenant-based units
    2. The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
This activity has been recently approved by HUD and has yet to be implemented.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

ACTIVITY 5 2.c. Rent Reasonableness - Process (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA will develop a local process to determine rent reasonableness that differs from the currently mandated program requirements in the 1937 Act and its implementing regulations. Through the Administrative Plan, the SRHA shall make available the method used to determine that rents charged by owners to voucher participants are reasonable when compared to similar unassisted units in the market area.

5. **MTW Statutory Objectives**
   Cost effectiveness

6. **Cost Implications**
   Decreased expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV activities: The MTW activity applies to all properties with tenant-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No. At the Department's request, the SRHA must obtain the services of a third-party entity to determine rent reasonableness for SRHA-owned units.

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
    N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
This activity has been recently approved by HUD and has yet to be implemented.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **Describe the method used to determine rent reasonableness and the motivations for using a method different from the standard method.**
The rent reasonableness process involves utilizing the on-line search engine to identify at least three similar units and documenting the reasonableness of the rent compared to the similar units found. The motivation is cost savings to the agency which can then be used for HAP.

ACTIVITY 6 2.d. Rent Reasonableness - Third-Party Requirement (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA will remove the requirement to have a third-party perform rent reasonableness determinations on project-based voucher (PBV) units owned, managed, or controlled by the SRHA. The SRHA will establish and make available a quality assurance method to ensure impartiality. The SRHA will make available the method used to determine that rents charged by owners to voucher participants are reasonable when compared to similar unassisted units in the market area.

5. **MTW Statutory Objectives**
   Cost effectiveness

6. **Cost Implications**
   Decreased expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV activities: The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No. At the Department's request, the SRHA must obtain the services of a third-party entity to determine rent reasonableness for SRHA-owned units.

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
This activity has been recently approved by HUD and has yet to be implemented.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **Please explain or upload a description of the quality assurance method.**
The SRHA will ensure quality by making the new method visible, reviewing the policies used in developing the data, providing documentation, consulting with experts and users (if and when needed), and by keeping users informed about corrections and revisions.

2. **Please explain or upload a description of the rent reasonableness determination method.**
The rent reasonableness process involves utilizing the on-line search engine to identify at least three similar units and documenting the reasonableness of the rent compared to the similar units found. The motivation is cost savings to the agency which can then be used for HAP.

ACTIVITY 7 5.a. Pre-Qualifying Unit Inspections (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   To attract and incentivize qualified landlords to participate in the HCV program, the SRHA will allow vacant units to be pre-inspected prior to occupancy. The pre-inspection will be conducted within 90 days of a participant occupying the unit, HQS inspection standards, as found at 24 CFR 982.401, will not be altered, and all participants will be able to request an interim inspection.

5. **MTW Statutory Objectives**
   Housing Choice

6. **Cost Implications**
   Neutral

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV Activities:
    1. The MTW activity applies to all tenant-based units
    2. The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
    N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
This activity has been recently approved by HUD and has yet to be implemented.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **How long is the pre-inspection valid for?**
90 days

ACTIVITY 8 9.b. Increase PBV Project Cap (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA will increase the cap on the percentage of project-based vouchers (PBV) that can be project-based in a building or project from 25% to 100%. This flexibility supports the SRHA's affordable housing development pipeline, including the project-basing of up to 15 elderly-designated PBVs at 100 percent of units at the Dunsmore Building senior development. The SRHA is subject to Notice PIH 2013-27 where applicable, or successor.

5. **MTW Statutory Objectives**
   Cost effectiveness
   Housing choice

6. **Cost Implications**
   Increased revenue

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
    N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
This activity has been recently approved by HUD and has yet to be implemented.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

ACTIVITY 9 12.b. Work Requirement (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA will implement a mandatory work requirement for all non-elderly and non-disabled individuals aged 18 up to 62. These individuals must work a minimum of 15 hours per week.

   Eligible individuals will meet with the SRHA staff to determine the best course of action, on an individual basis, to meet this activity's ultimate goal of self-sufficiency. The SRHA, at its discretion, will allow acceptable substitutes for employment, such as education or rehabilitation to fulfill this requirement.

   The following individuals will be exempt from this activity: individuals that are exempt from the Community Service Requirement, elderly and/or disabled individuals, individuals aged 17 years and younger, live-in aides, individuals that are the primary caretaker for a child under 6 years of age, and women who are pregnant.

   Participants shall be given notice six months in advance of the sanction policy for non-compliance.

   Work requirements shall not be applied to exclude, or have the effect of excluding, the admission into housing or participation in supportive services by persons with disabilities or elderly individuals, or families that include persons with disabilities or elderly individuals.

5. **MTW Statutory Objectives**
   Cost effectiveness
   Self-sufficiency

6. **Cost Implications**
   Increased revenue
   Decreased expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies only to a subset or subsets of assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to non-elderly, non-disabled families

10. **Location**
    For HCV Activities:
    1. The MTW activity applies to all tenant-based units
    2. The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    Yes

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    Yes
    1. Alternative Recertification Schedule
    2. Minimum Rent
    3. Work Requirement

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    No

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
    N/A

16. **Does the MTW activity require an impact analysis?**
    Yes

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    No

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
    This activity has been recently approved by HUD and will be implemented on January 1, 2027. The SRHA has configured its employment and work requirements policy along with the related documents. On June 1, 2026, the SRHA issued its six-month employment and work requirements notice/packet to eligible participants and scheduled a participant meeting to address questions and concerns.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
    N/A

CUSTOM QUESTIONS

1. **Does the work requirement MTW activity exempt any type of household or individual other than those required to be excluded through the MTW Operations Notice or those excluded as a reasonable accommodation?**
   No

2. **What counts as "work" under this the work requirement MTW activity?**
   Part-time, full-time, and seasonal employment

3. **How will the MTW agency monitor compliance with the work requirement MTW activity?**
   Compliance will be monitored by the SRHA through yearly prescheduled reviews and triennial recertifications. Compliance will also be monitored through the participants themselves, as they must report any non-compliance to the work requirement to the SRHA within 10 days.

4. **What supportive services are offered to support households to comply with the work requirement?**
   Supportive services will be offered through the SRHA staff and/or community partners of the SRHA including the resources below:

   1. Blue Ridge Community College – Workforce Development
      https://www.brcc.edu/workforce-development/financial-assistance/fastforward

2. Atlantic Union Bank – Financial Literacy Program (Bank staff will do classes)
   https://stauntonrha.banzai.org/wellness

3. Augusta Health – Neighborhood Clinic
   https://www.augustahealth.com/service/neighborhood-clinic

4. Project GROWS – Food and Nutrition
   https://www.projectgrows.org

5. Education for children
   https://go2grow.org

6. Network2Work
   https://www.n2work.org

5. How does the agency address noncompliance with the work requirement policy?

Participants will have 10 days to report non-compliance. If the lack of compliance is not due to a hardship, the SRHA will issue a written warning and the participant must gain employment within six months. The SRHA will also refer the participant to one of SRHA's community partners for services, of which the participant must attend. The participant must check in monthly with the SRHA regarding the progress of his/her job search. If in good faith the participant has not obtained employment in six months, the SRHA will extend the job search for another 60 days. If the participant has not obtained employment in six months, has failed to check-in with the SRHA, and has failed to participate in the employment services offered, the SRHA will terminate the participant's participation in the HCV program.

If the participant fails to give notice within 10 days, the participant will receive a "curable" deficiency notice from the SRHA stating the participant's non-compliance. Additionally, the letter will state the requirements for the participant, which includes finding employment within 90 days, checking in monthly with the SRHA, and partaking in services with the SRHA's community partner. If in good faith the participant has not obtained employment in three months, the SRHA will extend the job search for another 30 days. If the participant has not obtained employment in three months, has failed to check-in with the SRHA, and has failed to participate in the employment services offered, the SRHA will terminate the participant's participation in the HCV program.

If the participant fails to give notice within 10 days, the participant will receive a "curable" deficiency notice from the SRHA stating the participant's non-compliance. If the participant completely disregards the "curable" deficiency notice, the SRHA will terminate the participant's participation in the HCV program.

6. How many households are currently subject to the policy?

99 households

7. How many households in the most recently completed PHA fiscal year were sanctioned for non-compliance with the work requirement?

N/A

IMPACT ANALYSIS

1. **Impact on the agency's finances (e.g., how much will the activity cost, any change in the agency's per family contribution**
   The SRHA will implement a work requirement for individuals aged 18 up to 62. The tenant portion of rent may increase because of this activity. If so, the increased tenant portion of rent will decrease HAP for the SRHA.

2. **Impact on affordability of housing costs for affected families (e.g., any change in how much affected families will pay towards their housing costs)**
   This activity will provide a neutral effect on the affordability for SRHA families. The possible increase in income received from families may affect their tenant portion of rent at recertification. The decrease in HAP will be utilized to expand housing choices via local, non-traditional housing. Mandatory employment and other SRHA supportive services will prepare families for program graduation.

3. **Impact on the agency's waitlist(s) (e.g., any change in the amount of time families are on the waitlist)**
   This activity will not affect the waiting list.

4. **Impact on the agency's termination rate of families (e.g., any change in the rate at which families non-voluntarily lose assistance from the agency)**
   This activity will not affect the termination rate of families.

5. **Impact on the agency's current occupancy level in public housing and utilization rate in the HCV program**
   This activity will not affect the agency's current utilization rate in the HCV program.

6. **Impact on meeting the MTW statutory goals of cost effectiveness, self-sufficiency, and/or housing choice**
   MTW Statutory Objective - Cost Effectiveness
   This activity will increase the tenant portion of rent for families and decrease the HAP given to landlords by the SRHA in the HCV program.

   MTW Statutory Objective – Self Sufficiency
   This activity will obligate able-bodied individuals to work; thereby allowing them to accumulate funds in preparation of program graduation.

7. **Impact on the agency's ability to meet the MTW statutory requirements**
   The SRHA will be able to meet the statutory objectives of Cost Effectiveness and Self-Sufficiency.

8. **Impact on the rate of hardship requests and the number granted and denied as a result of this activity**
   The SRHA does not anticipate the number of hardship requests increasing due to the implementation of this waiver. The SRHA has an all-encompassing program of supportive services to mitigate such hardships should they arise.

9. **Across the other factors above, the impact on protected classes (and any associated disparate impact)**
   This activity is based on able-bodied individuals, in which protected class is not a factor, and there is no anticipated impact on protected classes.

ACTIVITY 10 1.w. Income Exclusion (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   To further assist families with self-sufficiency, the SRHA will exclude income paid to child support, from the total annual income, during the admissions process when determining income eligibility and when determining rental portions at admissions and triennial recertifications. The SRHA will continue to include income received from child support, in the total annual income, during the admissions process when determining income eligibility and when determining rental portions at admissions and triennial recertifications.

5. **MTW Statutory Objectives**
   Self-sufficiency

6. **Cost Implications**
   Increase expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies only to a subset or subsets of assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies only to selected family types: Non-elderly, non-disabled families

10. **Location**
    For HCV Activities: The MTW activity applies to all tenant-based units
    The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
This activity has been recently approved by HUD and has yet to be implemented.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **What inclusions or exclusions will be eliminated, modified, or added?**
The SRHA will exclude income paid to child support.

ACTIVITY 11 9.a. Increase PBV Program Cap (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2026

2. **Fiscal Year Approved**
   2026

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA will increase the cap on the number of vouchers that can be project-based from 20% to not to exceed 50%. The SRHA will not project-base more than 50% of the lower of either the total authorized units or the annual budget authority.

5. **MTW Statutory Objectives**
   Cost effectiveness
   Housing choice

6. **Cost Implications**
   Increased revenue

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV activities: The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
    N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
This activity has been recently approved by HUD and has yet to be implemented.

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **What percentage of total authorized HCV units will be authorized for project-basing?**
Up to 50%

ACTIVITY 12 9.c. Elimination of PBV Selection Process for PHA-owned projects without improvement, development, or replacement (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2027

2. **Fiscal Year Approved**
   Pending

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA will eliminate the selection process in the award of project-based vouchers (PBV) to properties owned by the SRHA that are not public housing without engaging in an initiative to improve, develop, or replace a public housing property on site. This will decrease the administrative burden associated with the request for proposal (RFP) process.

   The SRHA will conduct a subsidy layering review and complete site selection requirements. HQS inspections will be performed by an independent entity according to 24 CFR 983.59(b) or 24 CFR 983.103(f). The SRHA will follow Notice PIH 2013-27 where applicable, or its successor, and the property will be owned by a single-asset entity of the SRHA, as dictated through Notice PIH 2017-21.

5. **MTW Statutory Objectives**
   Cost effectiveness
   Housing choice

6. **Cost Implications**
   Decrease expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV activities: The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?
N/A

15. How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?
N/A

16. Does the MTW activity require an impact analysis?
No

17. Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.
N/A

18. Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.
N/A

19. Please provide an explanation as to why the activity was discontinued or will be discontinued.
N/A

ACTIVITY 13 9.d. Alternative PBV Selection Process (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2027

2. **Fiscal Year Approved**
   Pending

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA may establish an alternative competitive process in the award of project-based vouchers (PBV) that are owned by non-profit, for-profit housing entities, or by the SRHA that are not public housing.

   If the selected project is SRHA-owned, HQS inspections must be performed by an independent entity according to 24 CFR 983.59(b) or 24 CFR 983.103(f). The SRHA is subject to Notice PIH 2013-27 where applicable, or successor.

5. **MTW Statutory Objectives**
   Cost effectiveness
   Housing choice

6. **Cost Implications**
   Decrease expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV activities: The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
    N/A

16. **Does the MTW activity require an impact analysis?**
    No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
    N/A

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
    N/A

ACTIVITY 14 9.e. Alternative PBV Unit Types (Shared Housing and Manufactured Housing) (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2027

2. **Fiscal Year Approved**
   Pending

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA may attach and pay project-based voucher (PBV) assistance for shared housing units and/or manufactured housing.

   The PBV units must comply with HQS, and the PBV units must comply with deconcentration and desegregation requirements under 24 CFR part 903. A subsidy layering review must be conducted, and shared housing units may not be owner occupied.

5. **MTW Statutory Objectives**
   Cost effectiveness
   Housing choice

6. **Cost Implications**
   Decrease expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV activities: The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
N/A

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **How many shared housing units does the MTW agency anticipate assisting in the Fiscal Year?**
0 units

2. **How many shared housing units did the MTW agency assist in the most recently completed PHA Fiscal Year?**
0 units

3. **How many manufactured housing units does the MTW agency anticipate assisting in the Fiscal Year?**
0 units

4. **How many manufactured housing units did the MTW agency assist in the most recently completed PHA Fiscal Year?**
0 units

ACTIVITY 15 9.h. Limit Portability for PBV Units (HCV)

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2027

2. **Fiscal Year Approved**
   Pending

3. **Status**
   Not implemented

4. **Narrative**
   The SRHA will waive the requirement to provide a tenant-based voucher at 12 months when requested by a project-based voucher (PBV) household. The SRHA will require PBV households to remain in place for 24 months prior to being eligible to receive an available tenant-based voucher. Participants are able to request a tenant-based voucher for reasonable accommodations.

   The family may terminate the assisted lease at any time after 24 months of occupancy. The family must give the owner advance written notice of intent to vacate (with a copy to the SRHA) in accordance with the lease. If the family has elected to terminate the lease in this manner, the SRHA must offer the family the opportunity for continued tenant-based rental assistance, in the form of either assistance under the voucher program or other comparable tenant-based rental assistance. Before providing notice to terminate the lease, a family must contact the SRHA to request comparable tenant-based rental assistance if the family wishes to move with continued assistance. If voucher or other comparable tenant-based rental assistance is not immediately available upon termination of the family's lease of a PBV unit, the SRHA must give the family priority to receive the next available opportunity for continued tenant-based rental assistance.

   The above policies do not apply when the family or a member of the family is or has been the victim of domestic violence, dating violence, sexual assault, or stalking, as provided in 24 CFR part 5, subpart L, and the move is needed to protect the health or safety of the family or family member, or any family member has been the victim of a sexual assault that occurred on the premises during the 90-calendar day period preceding the family's request to move. The SRHA may not terminate assistance if the family, with or without prior notification to the SRHA, moves out of a unit in violation of the lease, if such move occurs to protect the health or safety of a family member who is or has been the victim of domestic violence, dating violence, sexual assault, or stalking and who reasonably believed he or she was threatened with imminent harm from further violence if he or she remained in the dwelling unit, or any family member has been the victim of a sexual assault that occurred on the premises during the 90-calendar day period preceding the family's request to move. If a family breaks up as a result of an occurrence of domestic violence, dating violence, sexual assault, or stalking, as provided in 24 CFR part 5, subpart L, the SRHA may offer the victim the opportunity for continued tenant-based rental assistance.

5. **MTW Statutory Objectives**
   Cost effectiveness
   Housing choice

6. **Cost Implications**
   Increased revenue
   Decreased expenditures

7. **Policy by Household Status/Family Types/Sites**
   The MTW activity applies to all assisted households

8. **Household Status**
   New admissions and currently assisted households

9. **Family Types**
   The MTW activity applies to all family types

10. **Location**
    For HCV activities: The MTW activity applies to all properties with project-based vouchers

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
    N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
    N/A

16. **Does the MTW activity require an impact analysis?**
    No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
    N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
    N/A

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
    N/A

ACTIVITY 16 17.b. Local, Non-Traditional Service Provision

CORE QUESTIONS

1. **Fiscal Year Introduced**
   2027

2. **Fiscal Year Approved**
   Pending

3. **Status**
   Not implemented

4. **Narrative**
   Through the Staunton Housing Corporation, the SRHA's affiliate and 501(c)(3) nonprofit, the SRHA is partnering with the City of Staunton, the WARM organization, the Valley CSB, the Valley Homeless Connection, and other community partners to provide supportive services to homeless and low-income residents in the City of Staunton through a collaborative day shelter. The day shelter will provide needed services and rest spaces without the ability for an overnight stay. The WARM organization will handle the day-to-day operations of the day shelter, while the Valley CSB and Valley Homeless Connection organizations will provide supportive services, service connections, and coordinated access. The SRHA will contribute up to 10% of its Housing Assistance Payment (HAP) funds in accordance with HUD's LNT guidelines, to make the day shelter a reality. The day shelter will provide resources for both non-SRHA participants and SRHA participants alike as it is a community resource. The SRHA is subject to Notice PIH 2011-45 or any successor notice and/or guidance.

   City of Staunton: www.ci.staunton.va.us
   WARM: www.warmwaynesboro.org
   Valley CSB: www.myvalleycsb.org
   Valley Homeless Connection: www.valleyhomelessconnection.com

5. **MTW Statutory Objectives**
   Self-Sufficiency

6. **Cost Implications**
   Increased expenditures

7. **Policy by Household Status/Family Types/Sites**
   N/A

8. **Household Status**
   N/A

9. **Family Types**
   N/A

10. **Location**
    N/A

11. **Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?**
    No

12. **Does this MTW activity require a hardship policy?**
    No

13. **Does the hardship policy apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

14. **Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?**
N/A

15. **How many hardship requests have been received associated with this activity in the most recently completed PHA fiscal year?**
N/A

16. **Does the MTW activity require an impact analysis?**
No

17. **Does the impact analysis apply to more than this MTW activity? If yes, then please list all of the applicable MTW activities.**
N/A

18. **Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.**
N/A

19. **Please provide an explanation as to why the activity was discontinued or will be discontinued.**
N/A

CUSTOM QUESTIONS

1. **What types of services is the MTW agency providing?**
Supportive services

2. **How many households did the PHA provide services to in the most recently completed PHA Fiscal Year through this activity?**
N/A

3. **Does the MTW activity apply to all LNT units/properties?**
___ The MTW activity applies to all units/properties
___ The MTW activity applies to specific units/properties

Neither. The SRHA is only working with other organizations to provide supportive services to the low-income residents of Staunton, Virginia. No LNT units/properties are participating in this MTW activity.

4. **Are any families receiving services only (i.e., services only and no housing assistance provided by the PHA)?**
Yes

D. Safe Harbor Waivers

D.1 Safe Harbor Waivers seeking HUD Approval:

The MTW Operations Notice describes a simplified process for MTW agencies to implement MTW activities outside of the safe harbors described in Appendix I. For each Safe Harbor Waiver request, a document that includes the following information must be provided: (a) the name and number of the MTW Waiver and associated activity for which the MTW agency is seeking to expand the safe harbor, (b) the specific safe harbor and its implementing regulation, (c) the proposed MTW activity the MTW agency wishes to implement via this Safe Harbor Waiver, (d) a description of the local issue and why such an expansion is needed to implement the MTW activity, (e) an impact analysis, (f) a description of the hardship policy for the MTW activity, if applicable, and (g) a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.

Will the MTW agency submit request for approval of a Safe Harbor Waiver this year?

X No

E. Agency-Specific Waivers

E.1 Agency-Specific Waivers for HUD Approval:

The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, flexibilities beyond those provided for in Appendix I may be needed. Agency-Specific Waivers may be requested if an MTW agency wishes to implement additional activities, or waive a statutory and/or regulatory requirement not included in Appendix I.

In order to pursue an Agency-Specific Waiver, an MTW agency must include an Agency-Specific Waiver request, an impact analysis, and a hardship policy (as applicable), and respond to all of the mandatory core questions as applicable.

For each Agency-Specific Waiver(s) request, please upload supporting documentation, that includes: a) a full description of the activity, including what the agency is proposing to waive (i.e., statute, regulation, and/or Operations Notice), b) how the initiative achieves one or more of the 3 MTW statutory objectives, c) a description of which population groups and household types that will be impacted by this activity, d) any cost implications associated with the activity, e) an implementation timeline for the initiative, f) an impact analysis, g) a description of the hardship policy for the initiative, and h) a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.

Will the MTW agency submit a request for approval of an Agency-Specific Waiver this year?

X No

E.2 Agency-Specific Waiver(s) for which HUD Approval has been Received:

For each previously approved Agency-Specific Waiver(s), a set of questions will populate. Does the MTW agency have any approved Agency-Specific Waivers?

X No

F. Public Housing Operating Subsidy Grant Reporting

F.1 Please provide the public housing Operating Subsidy grant information in the table below for Operating Subsidy grants appropriated in each Federal Fiscal Year the PHA is designated an MTW PHA.

Federal Fiscal Year (FFY)	Total Operating Subsidy Authorized Amount	How Much PHA Disbursed by the 9/30 Reporting Period	Remaining Not Yet Disbursed	Deadline

G. MTW Statutory Requirements

G.1 75% Very Low Income – Local, Non-Traditional

HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW agency are very low-income for MTW public housing units and MTW HCVs through HUD systems. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its Local, Non- Traditional program households.

Income Level	Number of Local, Non-Traditional Households Admitted in the Fiscal Year*
80%-50% Area Median Income	0
49%-30% Area Median Income	0
Below 30% Area Median Income	0
Total Local, Non-Traditional Households	**0**

*Local, non-traditional income data must be provided in the MTW Supplement form until such time that it can be submitted in IMS- PIC or other HUD system.

G.2 Establishing Reasonable Rent Policy

Has the MTW agency established a rent reform policy to encourage employment and self-sufficiency?
Yes. The SRHA will establish a $130 minimum rent policy for all non-elderly, non-disabled households and eliminate utility reimbursement payments for all households.

G.3 Substantially the Same (STS) – Local, Non-Traditional

Please provide the total number of unit months that families were housed in a local, non-traditional rental subsidy for the prior full calendar year.
0 unit months

Please provide the total number of unit months that families were housed in a local, non-traditional housing development program for the prior full calendar year.
0 unit months

How many units, developed under the local, non-traditional housing development activity, were available for occupancy during the prior full calendar year (by bedroom size)?
Please include only those units that serve households at or below 80% of AMI in the table provided.

PROPERTY NAME/ADDRESS	0/1 BR	2 BR	3 BR	4 BR	5 BR	6+ BR	TOTAL UNITS	POPULATION TYPE*	# of Section 504 Accessible (Mobility)**	# of Section 504 Accessible (Hearing/ Vision)	Was this Property Made Available for Initial Occupancy during the Prior Full Calendar Year?	What was the Total Amount of MTW Funds Invested into the Property?
Totals	**0**	**0**	**0**	**0**	**0**	**0**	**0**		**0**	**0**		

* User will select one of the following from the "Population Type" dropdown box: General, Elderly, Disabled, Elderly/Disabled, Other

If the "Population Type" of is Other is selected, please state the Property Name/Address and describe the population type. [Text box]

** The federal accessibility standard under HUD's Section 504 regulation is the Uniform Federal Accessibility Standards (UFAS) for purposes of Section 504 compliance. 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. This would also include adaptable units as defined by HUD's Section 504 regulation (See 24 CFR § 8.3 and § 8.22).

G.4 Comparable Mix (by Family Size) – Local, Non-Traditional

In order to demonstrate that the MTW statutory requirement of "maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration" is being achieved, the MTW agency will provide information for its most recently completed Fiscal Year in the following table. Local, non-traditional family size data must be provided in the MTW Supplement form until such time that it can be submitted in IMS-PIC or other HUD system.

Family Size:	Occupied Number of Local, Non-Traditional units by Household Size
1 Person	0
2 Person	0
3 Person	0
4 Person	0
5 Person	0
6+ Person	0
Totals	**0**

G.5 Housing Quality Standards

Certification is included in MTW Certifications of Compliance for HCV and local, non-traditional program. The public housing program is monitored through physical inspections performed by the Real Estate Assessment Center (REAC).

H. Public Comments

H.1 Please provide copy of all comments received by the public, Resident Advisory Board, and tenant associations.
Attached

Please attach a narrative describing the MTW agency's analysis of the comments and any decisions made based on these comments.
Attached

If applicable, was an additional public hearing held for an Agency-Specific Waiver and/or Safe Harbor waiver?

_____ **Yes**
_____ **No**
__X__ **N/A**

If yes, please attach the comments received along with the MTW agency's description of how comments were considered.

I. Evaluations

I.1 Please list any ongoing and completed evaluations of the MTW agency's MTW policies, that the PHA is aware of, including the information requested in the table below. In the box "title and short description," please write the title of the evaluation and a brief description of the focus of the evaluation.

Does the PHA have an agency-sponsored evaluation?
No

Table I.1 – Evaluation of MTW Policies

Title and short description	Evaluator name and contact information	Time period	Reports available

J. MTW Certifications of Compliance

J.1 The MTW agency must execute the MTW Certifications of Compliance form and submit as part of the MTW Supplement submission to HUD. Certification is provided below.

Appendices

Activity Organizer								
Activity #	**MTW Waiver**	**Core Questions**	**Custom Questions**	**Safe Harbor**	**Impact Analysis**	**Hardship Policy**	**FY Intro**	**FY Approved**
1. Tenant Rent Policies								
3	f. Minimum Rent (HCV)	X	X	X	X	X	2026	2026
4	n. Utility Reimbursements (HCV)	X					2026	2026
10	w. Income Exclusion (HCV)	X	X				2026	2026
2. Payment Standards and Rent Reasonableness								
5	c. Rent Reasonableness – Process (HCV)	X	X				2026	2026
6	d. Rent Reasonableness – Third-Party Requirement (HCV)	X	X				2026	2026
3. Reexaminations								
1	b. Alternative Reexamination Schedule for Households (HCV)	X	X	X	X	X	2025	2025
2	d. Self-Certification of Assets (HCV)	X	X	X			2025	2025
5. Housing Quality Standards (HQS)								
7	a. Pre-Qualifying Unit Inspections (HCV)	X	X	X			2026	2026
9. Project-Based Voucher Program Flexibilities								
11	a. Increase PBV Program Cap (HCV)	X		X			2026	2026
8	b. Increase PBV Project Cap (HCV)	X		X			2026	2026
12	c. Elimination of PBV Selection Process for PHA-owned projects without improvement, development, or replacement (HCV)	X					2027	Pending
13	d. Alternative PBV Selection Process (HCV)	X					2027	Pending
14	e. Alternative PBV Unit Types (Shared Housing and Manufactured Housing) (HCV)	X	X				2027	Pending
15	h. Limit Portability for PBV Units (HCV)	X					2027	Pending
12. Work Requirement								
9	b. Work Requirement (HCV)	X	X	X	X	X	2026	2026
17. Local, Non-Traditional Activities								
16	b. Service Provision	X	X	X			2027	Pending

Hardship Policy

The SRHA has established a hardship policy to evaluate individual circumstances to address hardship exemption requests.

Applicable Family Situations

Qualifying hardships include the following:

1. The family has experienced a decrease in income because of changed circumstances including,
    a. Involuntary loss or reduction of employment
    b. Death in the family
    c. Involuntary reduction in or loss of earnings or other assistance
2. The family has experienced an increase in expenses because of changed circumstances, for
    a. Medical costs that exceed 25% or more of the family's current expense
    b. Childcare costs that exceed 25% or more of the family's current expense
    c. Involuntary loss of transportation, such as a serious car accident
    d. Education
    e. Similar items
    f. Such other situations and factors determined by the SRHA to be appropriate.

Process for Agency Review and Determination

When a client requests a hardship exemption from an MTW activity, the SRHA will take the following actions:

1. Suspend the MTW activity beginning the next month after the request until the agency has determined if the request is warranted.
2. Determine whether a hardship exists within a reasonable time after the family request and whether it is temporary or long term.
3. The SRHA will not evict the family during the 90-day period beginning the month following the family's request for a hardship exemption.
4. If it is determined that a financial or other hardship exists and is **TEMPORARY**, the SRHA will continue providing an exemption from the MTW activity at a reasonable level for up to 90 days. After that time, the SRHA will reinstate the MTW activity from the beginning of the suspension. The SRHA will offer the family a reasonable repayment agreement, on terms and conditions established by the SRHA for the amount of back rent owed by the family.
5. If it is determined that a financial or other hardship exists and is **LONG-TERM**, the SRHA will continue providing an exemption from the MTW activity at a reasonable level for a specified duration determined by the SRHA. After that time, the SRHA will reinstate the MTW activity from the beginning of the suspension. The SRHA will offer the family a reasonable repayment agreement on terms and conditions established by the SRHA for the amount of back rent owed by the family.
6. If it is determined that a financial or other hardship request did not meet hardship standards, the client must resume the MTW activity and collect any retroactive rent, if applicable, through a reasonable repayment agreement.

Resident and Participant Notification

The SRHA will notify families of its Hardship Policy through its Administrative Plan, Admissions and Continued Occupancy Policy (ACOP), at intake, at recertification, and when a family is to be terminated due to an MTW activity.

Grievance Procedure

If a family's hardship request is denied, the family is permitted to go before the Hearing Officer for a second review.

Reasonable Accommodations

The SRHA will address persons with handicaps requesting a reasonable accommodation under 24 CFR part 8 through the SRHA's Reasonable Accommodations Policy and procedures.

Record Keeping

The SRHA will keep clear records for hardship requests and determinations for three (3) years. These records are available for public review and inspection at the SRHA's principal office during normal business hours and supplied to HUD if requested.

RESOLUTION NO.: <u>MTW SUP2027</u>

APPROVAL AND AUTHORIZATION TO SUBMIT THE STAUNTON REDEVELOPMENT & HOUSING AUTHORITY'S FY2027 MOVING TO WORK SUPPLEMENT TO THE ANNUAL PLAN COVERING THE PERIOD JANUARY 1, 2027, THROUGH DECEMBER 31, 2027, TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the Staunton Redevelopment & Housing Authority's mission is to provide safe and affordable housing to members of its community, enhance quality of life, promote economic opportunity, and offer a suitable living environment free from discrimination; and

WHEREAS, the Moving to Work (MTW) demonstration program supports the Authority's mission, and the Staunton Redevelopment & Housing Authority has been designated as an MTW agency; and

WHEREAS, the Staunton Redevelopment & Housing Authority has prepared its FY2027 Moving to Work Supplement to the Annual Plan covering the period January 1, 2027, through December 31, 2027; and

WHEREAS, the FY2027 MTW Supplement describes the MTW activities and waivers the Authority proposes to continue or implement, and the Authority will update its Housing Choice Voucher Administrative Plan as necessary to implement activities approved by HUD; and

WHEREAS, the FY2027 MTW Supplement was available for public review and comment from July 2, 2026, through August 18, 2026, a period of at least forty-five (45) days, and the Authority conducted a public hearing on August 18, 2026; and

WHEREAS, the Board of Commissioners has considered all timely oral and written comments received during the public-comment period and at the public hearing; and

WHEREAS, the Staunton Redevelopment & Housing Authority's FY2027 Moving to Work Supplement to the Annual Plan, including any revisions made in response to public comments, is incorporated by reference into this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Staunton Redevelopment & Housing Authority approves the FY2027 Moving to Work Supplement to the Annual Plan; authorizes the Chairperson to execute the required MTW Certifications of Compliance; authorizes the Executive Director to submit the Supplement to the United States Department of Housing and Urban Development and to execute all documents necessary for submission; and authorizes the Executive Director to make technical or non-substantive revisions that do not materially alter the policies approved by the Board.

NEHEMIAS VELEZ **EXECUTIVE DIRECTOR**	**NICHOLAS HURSTON** **CHAIRPERSON**

AUGUST 18, 2026
DATE