

MINUTES OF THE DELAWARE STATE HOUSING AUTHORITY  
PUBLIC HEARING ON THE  
MOVING TO WORK FY2016 ANNUAL PLAN  
March 17, 2015

The hearing convened at 5:35 p.m. at Liberty Court in Dover with Christopher A. Whaley, Housing Management Program Administrator, presiding. He started by explaining that the purpose of the hearing was to provide interested parties with an opportunity to present questions and/or comments regarding the FY2016 Moving To Work Annual Plan before it is submitted to the U. S. Department of Housing and Urban Development (HUD) for final approval. The Plan begins July 1, 2015 and ends June 30, 2016.

Chris Whaley discussed the details of the MTW Program proposed changes to the MTW Annual Plan for FY2016. He also reviewed some proposed capital fund improvements. Major proposed changes to the MTW Program include:

- DSHA will modify the current asset verification policy in an effort to 1) simplify rent calculations; 2) create administrative time savings and 3) significantly reduce the need for dependence of client supplied bank/financial records. The policy will not require the verification or inclusion of assets less than \$25,000. The resident/applicant will instead sign a certification form if they have assets less than \$25,000. Elimination of asset verification and inclusion in subsidy calculations will have little or no effect on subsidy for the vast majority of DSHA residents. It should also be noted the during the past five years, more financial institutions are no longer completing asset verifications or are charging resident/applicant to complete the verification forms.  
*\*\*This change was approved in the FY2015 Annual Plan for implementation on January 1, 2015. However, implementation was delayed due to resident notifications until July 1, 2015.*
- Effective September 1, 2015, DSHA will further define our existing “temporary exemption” policy to be consistent with our time-limit policy. The “end date” for participation in the DSHA MTW Program is based on the date that the resident enters the program. That established end date will remain the same regardless of the number of and duration of “temporary exemptions” that the resident receives. The subsidy will end at the completion of seven years, unless the resident receives a hardship extension of a maximum of one (1) year in accordance with our current Hardship Policy.

The further definition of our “temporary exemption” policy as a short-term goal does not require MTW authority to implement; however, DSHA seeks to make HUD aware of our updates to this existing policy. The updates are as follows:

- The established end date of subsidy will remain the same regardless of the number of or duration of temporary exemptions received by the resident during the program.

- The resident is still required to meet with their case manager for their annual Contract of Mutual Participation (COMP) and quarterly Resident Action Plan (RAP). If the resident does not meet with the case manager then a strike may be issued for non-compliance.
- If a resident has been temporarily exempt for more than one (1) year of the MTW program, then if appropriate the case manager will discuss and assist the resident with the process of achieving permanent disability status. If permanent disability is not necessary, then the case manager will discuss and work with the resident regarding housing options and options for employment changes due to illness, injury, mental illness, etc.
- The resident must complete the DSHA MTW Program Financial Literacy requirements. If the resident does not meet the Financial Literacy requirements then a strike may be issued for non-compliance.
- There will be no exceptions on the MTW savings procedure regardless of the number of or duration of temporary exemptions.
- If applicable, DSHA will require that the resident provide proof that permanent disability has been filed.

There were only general questions regarding the current MTW Program and no comments offered by attendees regarding the proposed changes, and the meeting was adjourned at 6:02 p.m.