

## Why is it Needed and What It does



# PHA Access to Populated Tool @HUD.GOV

Office of Housing Choice Vouchers

Highlights

- (NEW) FR Notice on the Louisiana Disaster Waivers** - The notice provides for the expedited review of requests for regulatory and administrative relief from PHAs located in areas affected by severe storms and flooding (disaster-declared areas) in Louisiana.
- (NEW) Housing Choice Voucher Program - CY 2017 Administrative Fee Rates**
  - CY 2017 Administrative Fee Rates Description (PDF)
  - CY 2017 Administrative Fee Rate Tables (MS-Excel)

Webcasts & Broadcast Slides

- PIH Notice 2016-08 (WEBINAR): Eight-part webinar discussing PIH Notice 2016-08
- PowerPoint Slides, click here
- CY 2016 Renewal Funding Implementation Broadcast Slides (January 28, 2016)
- Final Portability Rule (Webcast, 8/28/15)
- CY 2015 Renewal Funding Implementation Broadcast Slides (February 24, 2015)
- Implementation of the 2014 Voucher Funding Provisions (Broadcast Slides, 2/14/15)
- Previous Webcasts & Broadcast Slides

Program Related Information

- Accounting for the Retroactive Funding and Payments
- Data Sets
  - Annual Adjustment Factors (AAFs) for Housing Choice Voucher (HCV) Renewal Funding
  - Fair Market Rents (FMRs)
  - Income Limits
- Family Moves Notice (PIH 2016-09) (June 6, 2016)
- Family Self-sufficiency
- Family Unification Program (FUP) webpage
  - FUP Fact Sheet (The QAs do not reflect the changes to FUP made by HOTMA. HUD will be publishing revised QAs.)
- Family Unification Program and Family Self Sufficiency Demonstration (January 15, 2016)
- HCV New Administrative Fee Formula Proposed Rule, Comments due October 4, 2015
  - The Proposed Rule for the Housing Choice Voucher Program - New Administrative Fee Formula proposes a new methodology for determining the amount of funding PHAs will receive for administering the HCV program. The Proposed Rule is based largely on the recommendations of the HCV Program Administrative Fee Study, with modifications and feedback on the study provided in response to a June 26, 2015 notice that solicited comments on the study.
- HCV Program Projection Tools: The objective of the Two-Year Tool (TYT) is to analyze a PHA's utilization situation, which includes running basic leasing and spending scenarios to better inform decisions going forward in an effort to optimize the program over a multi-year period. There are many variables that affect a PHA's HCV program, some outside of a PHA's control and some that can be impacted by policy and operations; variables including Congressional funding, cost per unit at trends, the rate at which participants leave the program (i.e. the attrition rate), and the rate at which vouchers are successfully leased (including both overall success and time-to-success). As such, many of the steps in this guide require judgment, as determining the value of projection such variables can be subjective. The objective of the Payment Standard Tool (PST) is to analyze a potential payment standard change on both program participants' rent burdens and the PHA's program costs.
  - Two-Year Tool** After logging in through WASS at this link, a PHA can now launch the Two-Year Tool.

## HCV Two-Year Tool (TYT)/Payment Standard Tool

**System Access**

The Two-Year Tool and newly available Payment Standard Tool are now available to anyone with a WASS username and password. Logging in is a two-step process. First, you must log into WASS (as though you were going to VMS or PIC). After logging in there, please click [here](#). You may select:

- 1) HCV Two-Year Projection Tool
- 2) HCV Two-Year Tool Guide
- 3) Success Rate Guide
- 4) HCV Payment Standard Tool

These documents will be continuously updated with new information as it becomes available. You will note, on the right, the date of the most recent change to the document.

**Two-Year Tool**  
Previously, a PHA could receive the TYT in one of two ways: 1) from their local field office (this tool was populated with all relevant information for the PHA, e.g. BA, obligations, disbursements, etc.) or 2) from hud.gov (this version was blank and required the PHA to update all fields manually).

With this new access, all PHAs can now populate and create a Two-Year Tool on their own, without asking the local HUD field office. The posted tool will open an Excel Workbook that requires a PHA to enter their PHA code and click the "Open and Populate Two-Year Tool" button (see below). When this button is clicked, the Two-Year Tool spreadsheet will open and be populated with the applicable funding, leasing, spending, and other information. This data comes from HUDCAPS, VMS, and PIC. The user may update as appropriate (see Two-Year Tool guide). Some program variables are populated with default values (e.g. success rate, time from issuance to HAP); these should be updated as appropriate.

**Two-Year Tool Guide**  
This is a great overview of the Two-Year Tool and includes instructions on how to set up your Office permissions to allow

**HCV Two-Year Projection Tool.xlsm**

The objective of the Two-Year Tool (TYT) is to analyze a PHA that affect a PHA's HCV program, some outside of a PHA's which vouchers are successfully leased (including both over

Upon opening this tool, a PHA should enter the applicable your version of Microsoft Office and your personal setting

NOTE 1: The default Year 2 (i.e. 2017) proration percentag reflect the anticipated proration for future years (including Tab.

NOTE 2: This file is updated continuously.

NOTE 3: Not all hyperlinks in this file will work for PHAs.

NOTE 4: The success rate and time to HAP variables are p

**HCV Two-Year Tool Guide.pdf**

This file contains step-by-step instructions for using the T

**Success Rate Guide.pdf**

This is an overview of potential routes as PHA may pursu

**HCV Payment Standard Tool.xlsm**

This tool helps a PHA determine potential, future payment

The "How-To" Guide is found within the Tool.

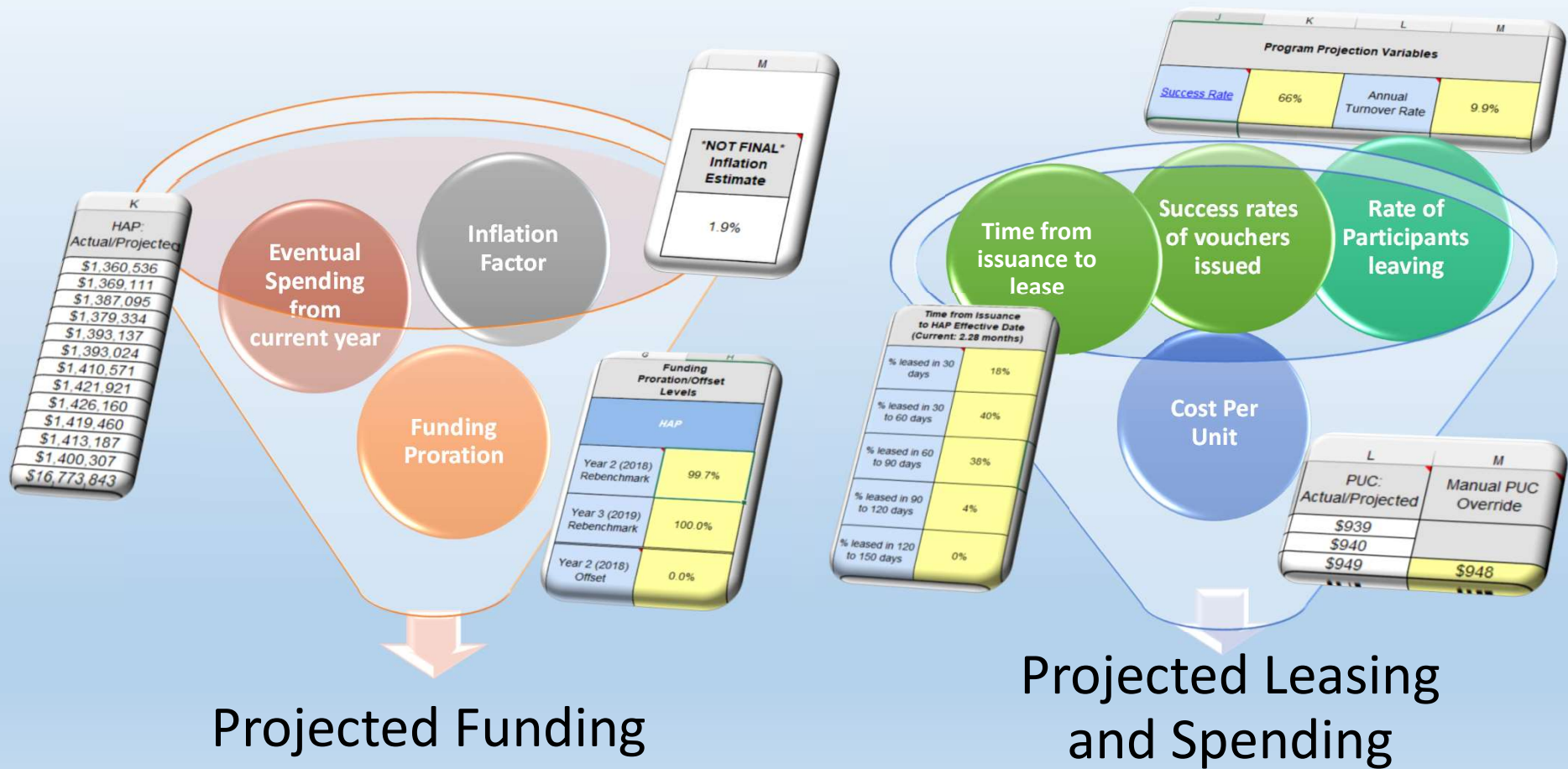
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# HCV Forecasting Tool Overview

## Tool Addresses:

- **Multiple variables** involved in estimating spending and leasing.
- **Sustainability in Following Year** – The rate of leasing and spending at the end of the current year (Year 1) must be sustainable in the following year (Year 2)
- **Models Re-benchmarked Funding** – Budget authority in Year 2 is based on spending in Year 1; requires modeling Year 2 funding
- **Scenario Testing** – Permits testing of alternative scenarios – best case, worst case etc., in effort to hit year end targets.
- **Trade-Offs** - Assists in modeling trade-offs, e.g. rent burden vs number housed

# The Two Sides of Projections a PHA must Estimate

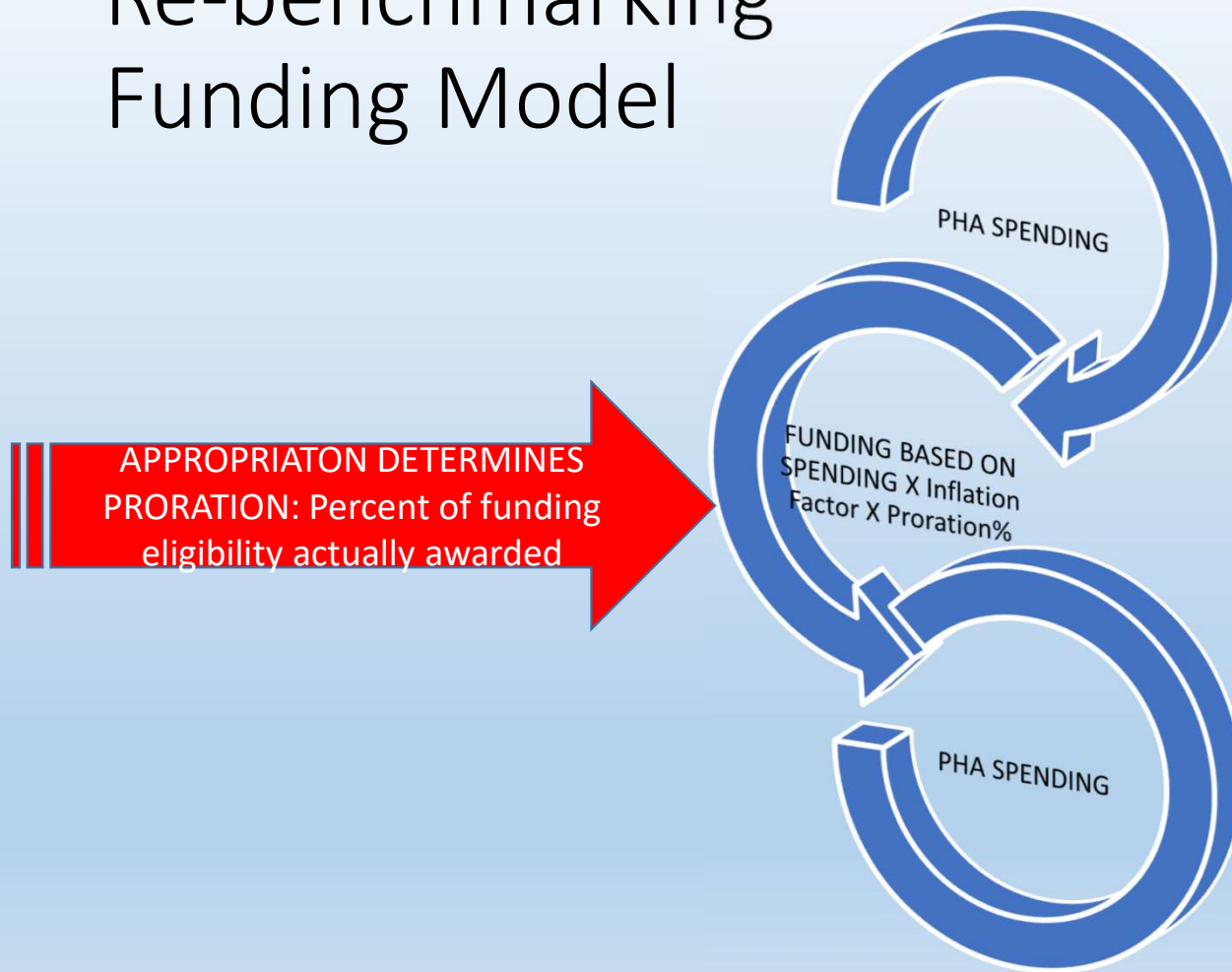


# HCV: Controlling and Optimizing Leasing and Spending

- Funding is for the **Calendar year**
- PHAs **get funding info late** and have to guess at funding while operating the program anyway
- They have to project spending and leasing, trying to **spend all but a small reserve of the money.**
- They have to make **trade-offs** of how much assistance will be provided **vs** how many will be housed.
- **Variables** in estimating include:
  - How many people issued a voucher will be successful leasing
  - How long with it take them to find a unit that will pass
  - How many people will leave each month
  - How much will the cost per unit be each month



# Re-benchmarking Funding Model

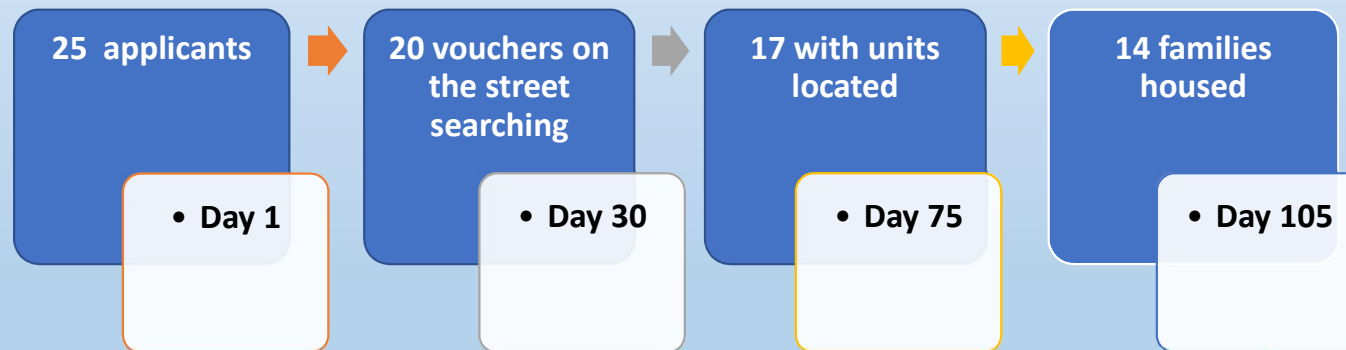
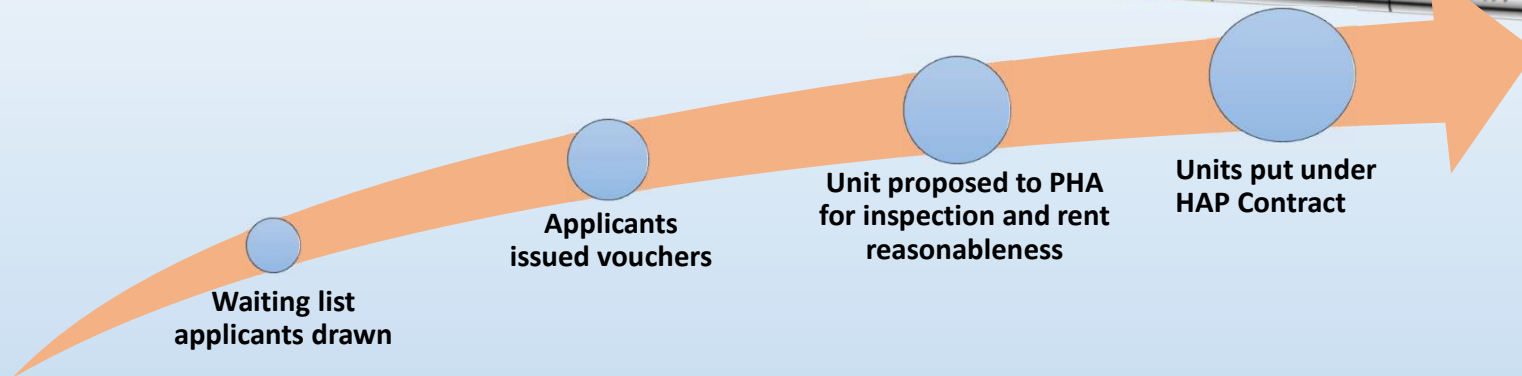


PHAs funding eligibility based on what they spent the previous year

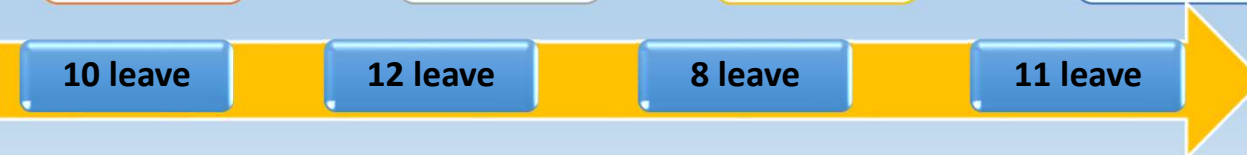
To estimate how much funding a PHA gets in the coming year they must project how much they will spend in the current year.

# Leasing Cycle

Vouchers issued/Projected To Be Issued	Other Planned Additions/Reductions	New Leasing from Issued Vouchers	Estimated Attrition	UMLs: Actual/Projected
45	4	1	-11.1	1,344
0	4	7	-11.1	1,345
0	4	13	-11.1	1,350
0	4	10	-11.1	1,352



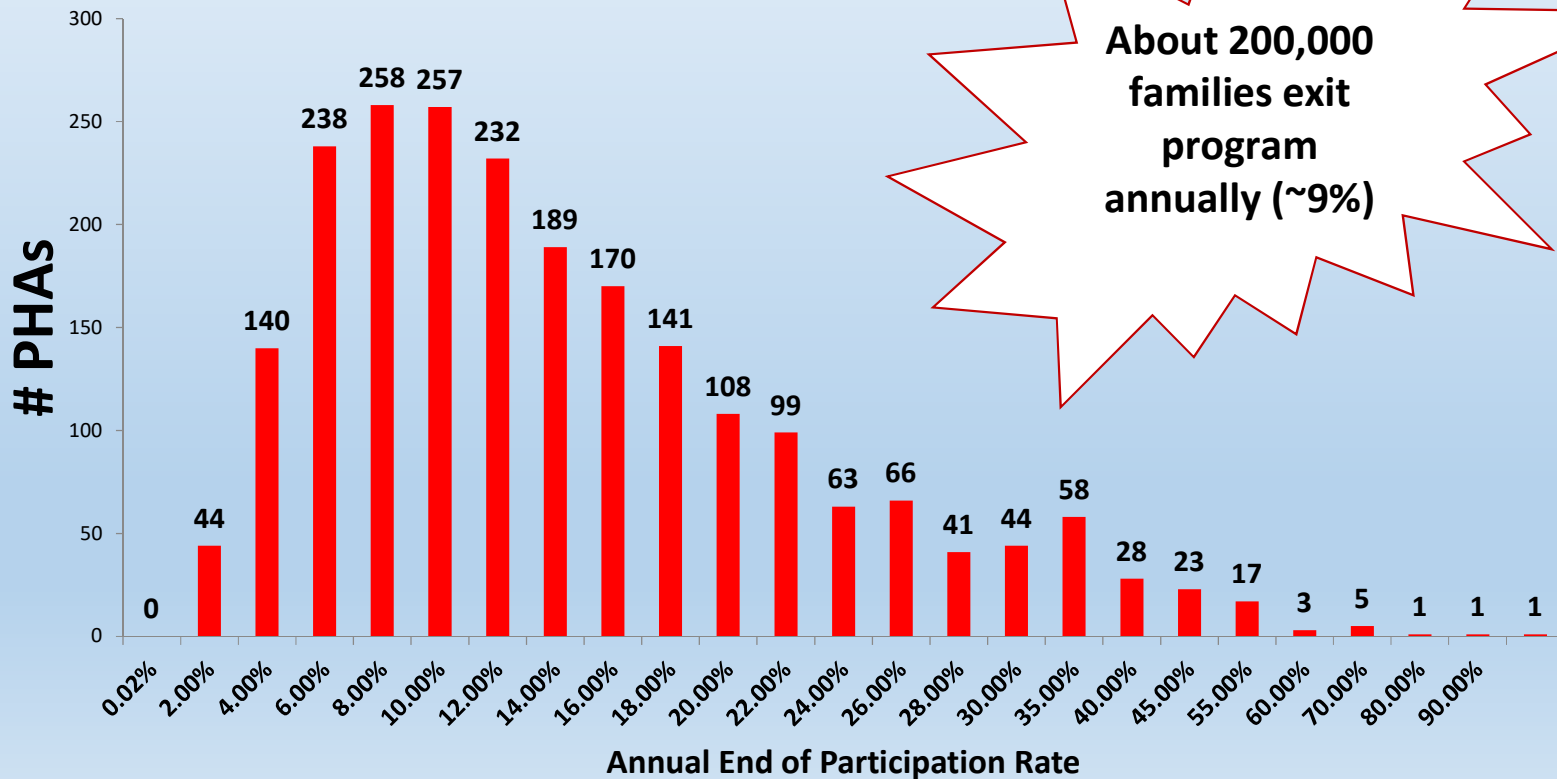
Meanwhile those on the program attrit each month



# Attrition-Families Leaving the Program Varying Rates

Example of  
variable  
differences on  
program  
administration

EOP Rate: PHA Distribution Histogram

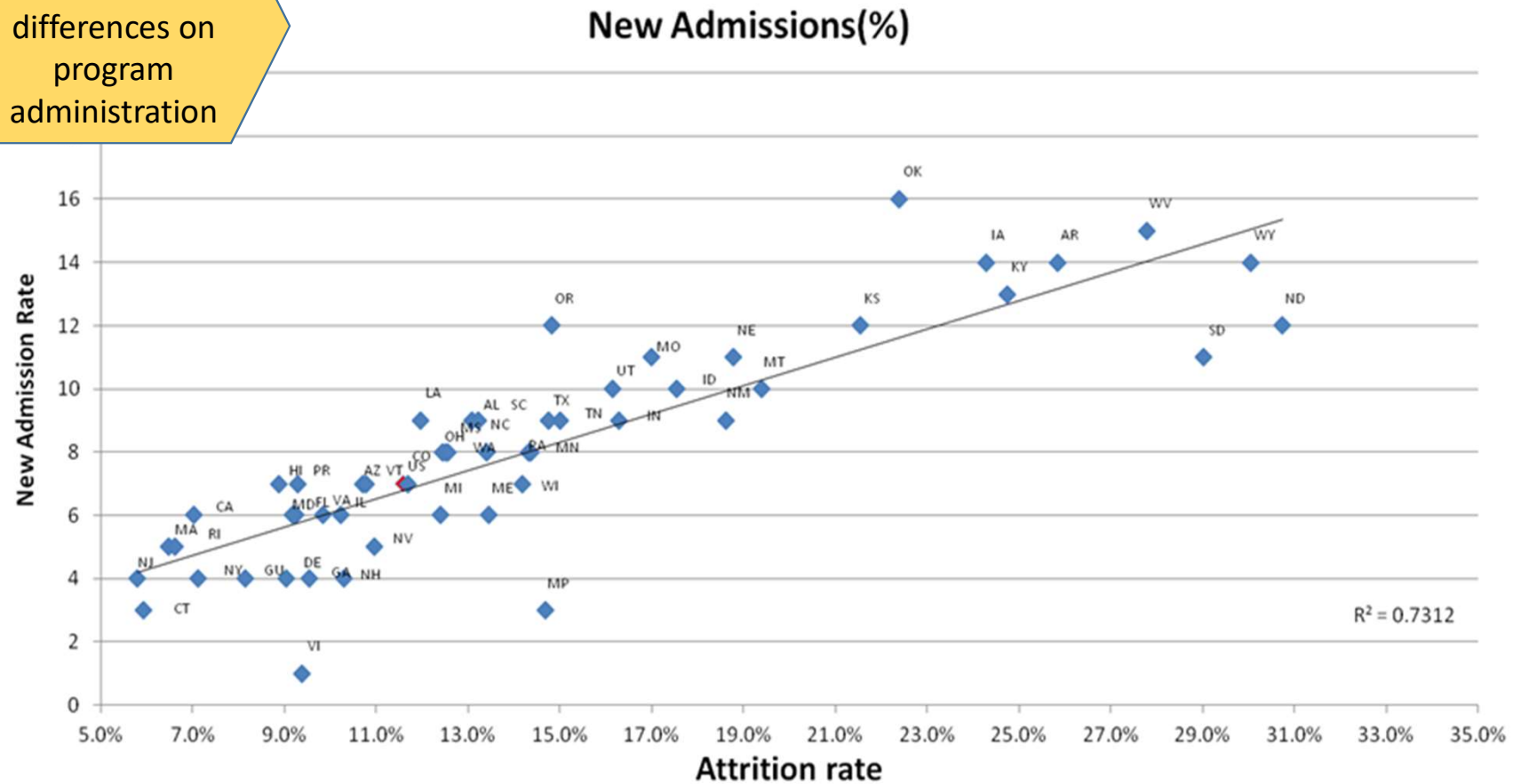




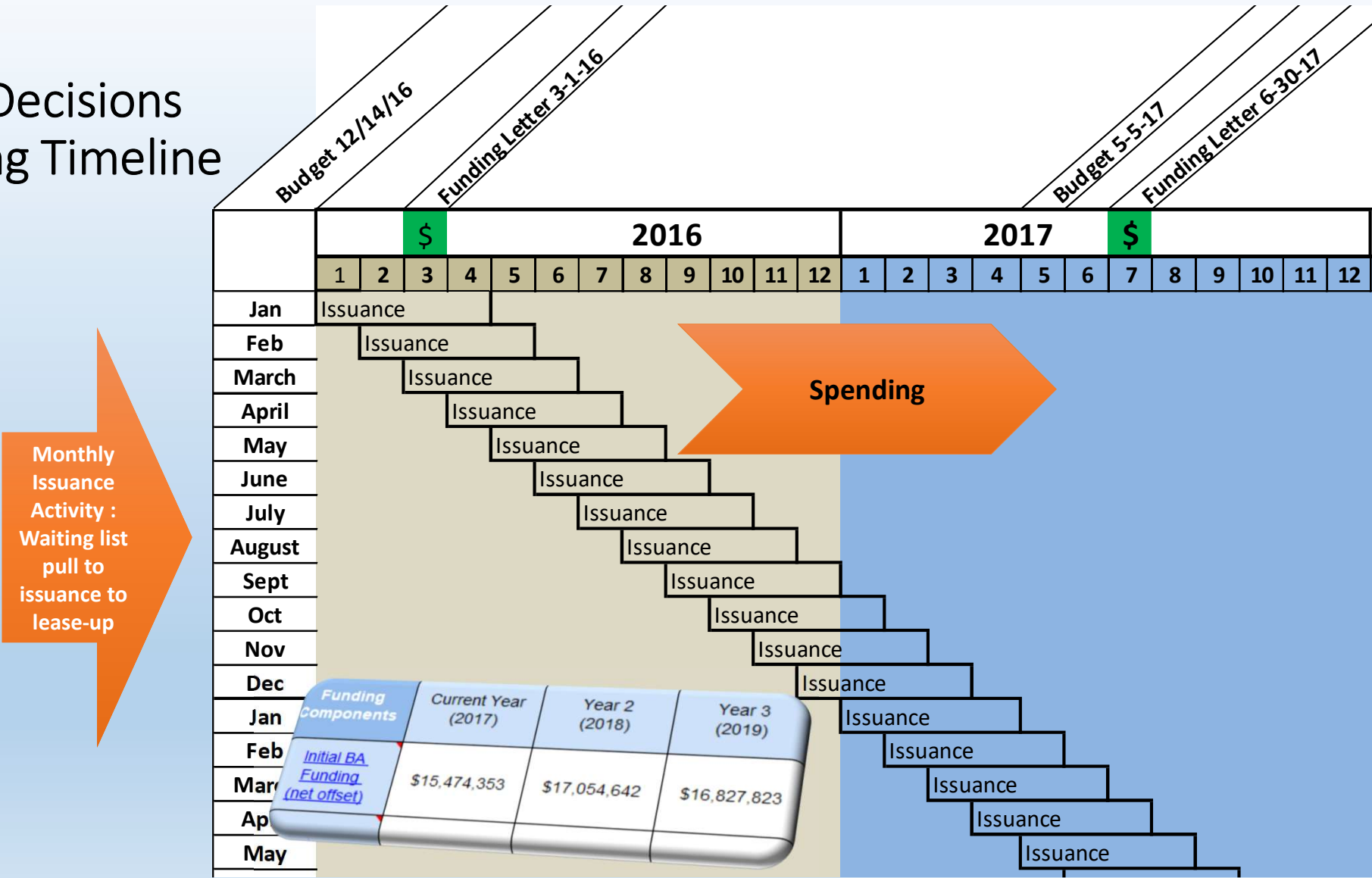
# Attrition/New Admission Correlation by State

*More Attrition = More Work*

Example of  
variable  
differences on  
program  
administration



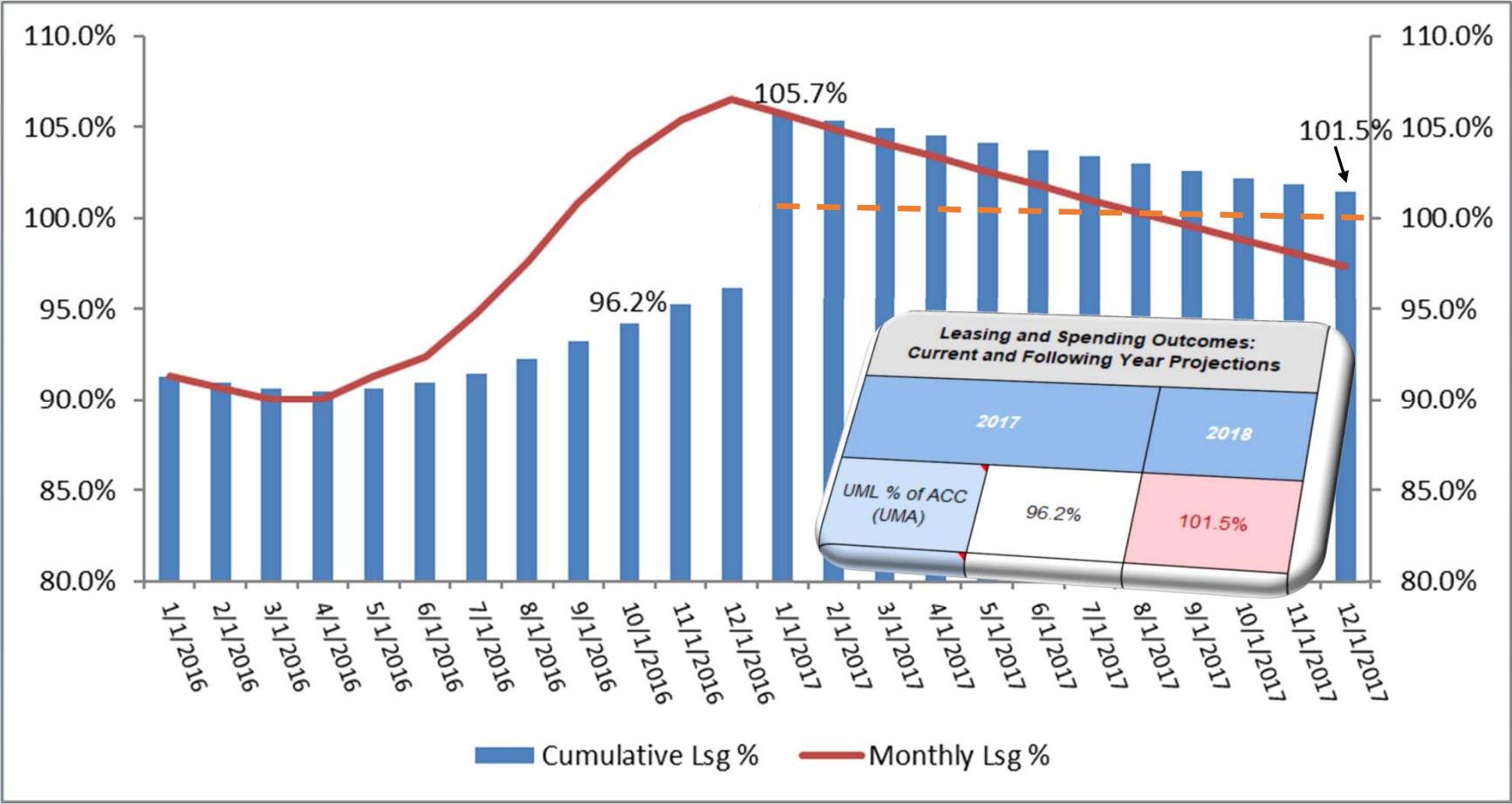
# Issuance Decisions vs. Funding Timeline



# PHAs Never Begin the Year Knowing Funding

[illegible]

# Preventing Overleasing: PHAs May Issue Vouchers to Achieve Full Leasing in Year One, with the Result of Over-Leasing Year Two



- ✓ Comment Flags explaining key cells – click on red flag in upper right corner
- ✓ Yellow Cells are for input, or changing auto-populated data. Others are formula cells that are protected

Funding Components	Current Year (2017)	Year 2 (2018)	Year 3 (2019)
<u>Initial BA Funding (net offset)</u>	\$14,214,410	\$15,469,413	\$15,421,084
Offset of HAP Reserves	\$0	\$0	\$0
<u>Set Aside Funding</u>	\$524,035		
<u>New ACC Units Funding</u>	\$0	\$0	\$0
Total ABA Funding Provided	\$14,738,445	\$15,469,413	\$15,421,084
PHA Income	\$14,833	\$0	
Total Cash-Supported Prior Year-End Reserves	\$288,365	\$55,881	\$104,209

The screenshot shows the 'HCV Utilization Report November 2017' with several callouts explaining specific formula cells:

- HUD-established CYE HHR (Recon Line 19):** With the implementation of cash management, more and more of a PHA's reserves are being held at HUD. The money is the PHA's to spend - if needed, please contact your FMC FA (see "Access Additional Tools" - "Add'l Disbursements"). This shows the amount of a PHA's reserves that HUD was holding at 12/31. HUD-Held Reserves (HHR) will fluctuate through the course of the year, but this number - absent VMS changes, etc. - should remain pretty static.
- HUD-Reconciled:** This column operates much like "Vouchers Issued/Projected To Be Issued" (Column F) with the notable exception that vouchers input here do not run through the success rate and time from issuance to HAP rates. What does this mean? One would enter (as positive) additions other than normal leasing, e.g. absorbing ports or project-based voucher leasing. One would enter (as negative) the number of units to be removed from the HAP register other than through attrition, e.g. another PHA absorbs ports.
- Reconciled (Cash Capped):** Voucher holders leave the program for a variety of reasons. This column represents the participation (EOP) rate, or the monthly share of annual attrition.

Other visible elements include the 'Print' button, the 'Two-Year Tool Guide' link, and the 'HUD-established' label at the bottom left.

HUD-established CYE HHR (Recon Line 19)	With the implementation of cash management, more and more of a PHA's reserves are being held at HUD. The money is the PHA's to spend - if needed, please contact your FMC FA (see "Access Additional Tools" - "Add'l Disbursements"). This shows the amount of a PHA's reserves that HUD was holding at 12/31. HUD-Held Reserves (HHR) will fluctuate through the course of the year, but this number - absent VMS changes, etc. - should remain pretty static.
HUD-estimated Net Excess Cash (Recon Line 19)	

This column operates much like "Vouchers Issued/Projected To Be Issued" (Column F) with the notable exception that vouchers input here do not run through the success rate and time from issuance to HAP rates.

*What does this mean? One would enter (as positive) additions other than normal leasing, e.g. absorbing ports or project-based voucher leasing. One would enter (as negative) the number of units to be removed from the HAP register other than through attrition, e.g. another PHA absorbs ports.*

Voucher holders leave the program throughout the year, for varying reasons. This column reflects that attrition, or end participation (EOP) rate, or turnover rate, by multiplying the monthly share of annual attrition (Cell M5) by leased units

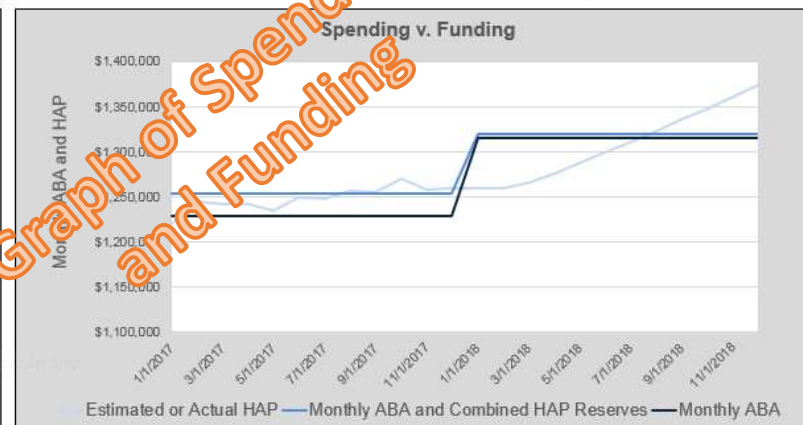
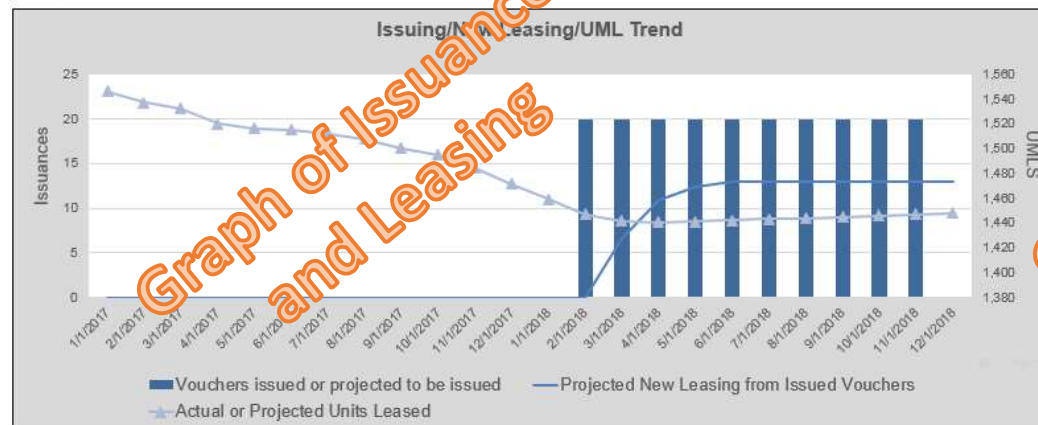
## The Two-Year Tool - Top



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
14		Total Cash-Supported Prior Year-End Reserves	\$58,751	\$455,101	\$674,802		HUD-Held Reconciliation Cash Sufficiency Check			12.31.2017 Reconciliation					\$1,410,146	9.4%	Projected Total HAP Reserves Reserves % BA
15							HUD-established CYE HHR (Recon Line 19)	\$47,824		HUD-established CYE HHR (Recon Line 19)							
16		Total Funding					HUD-estimated Net Excess Cash (Recon Line 19)	\$10,927	\$3,111,915	PHA-Held Cash 12/31/2017 (VMS)							
17		Total Funding Available	\$15,721,776	\$15,721,776	\$15,721,776		HUD-Reconciled	\$5,721,776	\$3,111,915	HUD-Reconciled (Cash Capped)							
18							Lower of H17/H17 (May Override)	\$58,751		Lower of H17/H17 (May Override)							
19							HUD-Reconciled Excess Cash v PHA RNP (12/31/2017)										
20							HUD v. PHA difference: \$20.00 or 0% of Eligibility	\$10,907	EOY Excess Cash	\$10,927							
21																	
22		2018	UMAs	Actual UMLs	Actual HAP	Vouchers Issued/Projected To Be Issued	Other Planned Additions/Reductions	New Leasing from Issued Vouchers	Estimated Attrition	UMLs: Actual/Projected	HAP: Actual/Projected	PUC: Actual/Projected	Manual PUC Override	Cumulative % Annual Leased	Cumulative % Eligibility Expended	Monthly UML %	Monthly ABA Expended
23		Jan-18	1,607	1,463	\$1,259,456					1,463	\$1,259,456	\$861		91.0%	96.5%	91.0%	96.5%
24		Feb-18	1,607	1,462	\$1,241,621					1,462	\$1,241,621	\$849		91.0%	95.8%	91.0%	95.1%
25		Mar-18	1,607	1,470	\$1,243,328					1,470	\$1,243,328	\$846		91.2%	95.6%	91.5%	95.3%
26		Apr-18	1,607	1,456	\$1,262,492	30				1,456	\$1,262,492	\$867		91.0%	95.9%	90.6%	96.7%
27		May-18	1,607	0	\$0	20		3	-6.1	1,433	\$1,264,608	\$870	\$870	90.9%	96.1%	90.4%	96.9%
28		Jun-18	1,607	0	\$0	20		9	-6.1	1,433	\$1,271,668	\$873	\$873	90.9%	96.3%	90.6%	97.4%
29		Jul-18	1,607	0	\$0			11	-6.1	1,451	\$1,280,200	\$876		90.9%	96.6%	90.9%	98.1%
30		Aug-18	1,607	0	\$0			8	-6.1	1,463	\$1,286,770	\$879	\$879	90.9%	96.8%	91.1%	98.6%
31		Sep-18	1,607	0	\$0			4	-6.1	1,461	\$1,289,449	\$882	\$882	90.9%	97.1%	90.9%	98.8%
32		Oct-18	1,607	0	\$0			6	-6.1	1,456	\$1,289,674	\$886	\$886	90.9%	97.2%	90.6%	98.8%
33		Nov-18	1,607	0	\$0			6	-6.1	1,451	\$1,289,130	\$889	\$889	90.8%	97.4%	90.3%	98.8%
34		Dec-18	1,607	0	\$0			6	-6.0	1,445	\$1,288,278	\$892	\$892	90.7%	97.5%	89.9%	98.7%
35		Total	19,284	5,851	\$5,006,897	70		67	-48.6	17,498	\$15,266,675	\$873		90.7%	97.5%		
36		2019															
37		Jan-19	1,607					0	-6.0	1,439	\$1,282,910	\$892		89.5%	100.8%	89.5%	100.8%
38		Feb-19	1,607					0	-6.0	1,433	\$1,277,565	\$892		89.3%	100.6%	89.1%	100.4%
39		Mar-19	1,607					0	-6.0	1,427	\$1,272,241	\$892		89.1%	100.4%	88.8%	100.0%
40		Apr-19	1,607					0	-5.9	1,421	\$1,266,940	\$892		89.0%	100.2%	88.4%	99.6%
41		May-19	1,607					0	-5.9	1,415	\$1,261,661	\$892		88.8%	100.0%	88.0%	99.2%
42		Jun-19	1,607					0	-5.9	1,409	\$1,256,405	\$892		88.6%	99.8%	87.7%	98.8%
43		Jul-19	1,607					0	-5.9	1,403	\$1,251,170	\$892		88.4%	99.6%	87.3%	98.3%
44		Aug-19	1,607					0	-5.8	1,397	\$1,245,956	\$892		88.2%	99.4%	86.9%	97.9%
45		Sep-19	1,607					0	-5.8	1,391	\$1,240,765	\$892		88.0%	99.2%	86.6%	97.5%

Administrative Fees Analysis			2018	2019
<= 7,200 UMLs (No Proration)	> 7,200 UMLs (No Proration)	Admin Fees Earned (PY: \$1,595,496)	\$1,922,464	\$1,927,989
\$121.22	\$113.15	Expense	\$2,597,471	\$2,578,524
CAT14 has a cost per UML of \$63.54 compared to its Earnings/UML & Size peer group of \$52.54 (a difference of 24.4%) and its state peer group (of all PHAs in the state) of \$85.12 (a difference of -22.4%).			Expense %	131.0%
				133.7%
			Based on the most recent, official (end of fiscal year) UNP, CAT14 has a projected 2018 Calendar Year-End (CYE) UNP of \$4,261,448 (or 215% of CY 2018 Earned Admin Fees) and a 2019 CYE UNP of \$3,610,914 (or 187.3% of CY 2019 Earned Admin Fees).	

Nov-18	1,607			20		13	-12.0	1,447	\$1,360,752	\$940	\$940	99.0%	99.0%	90.0%	103.5%
Dec-18	1,607			0		13	-12.1	1,448	\$1,373,409	\$949	\$949	99.5%	99.5%	90.1%	104.4%
Total	19,284	0	\$0	0	0	121	-144.7	17,345	\$15,699,434	\$905		89.9%	99.5%		



#### Comments

FINANCIAL - Beginning Year: Cash & Investments (VMS) of \$3,145,112 compares to RNP (VMS) of \$74,111. Current: VMS Cash & Investments of \$2,904,742 compares to VMS NRP plus UNP of \$5,802,971. Additional SPV leasing should focus on the 6 unleased VASH vouchers.

[YASH Best Practices Guide](#)

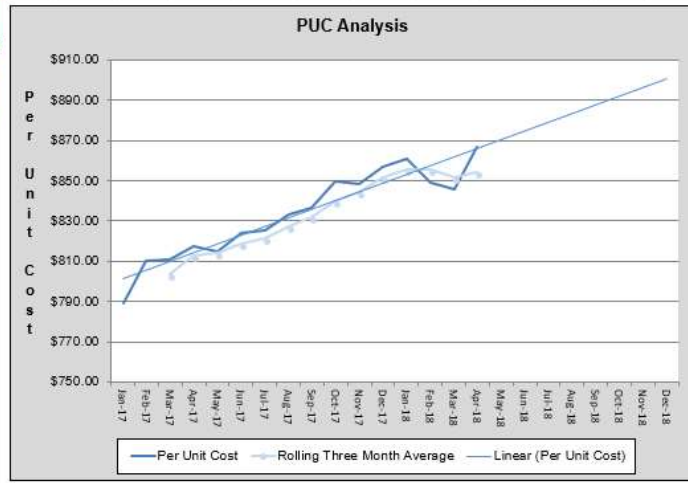
[RAD, PBV Check](#)

VMS Fields	Reported			
Number of PBV Under AHAP				
PBV Under HAP - Leased	1,409			
PBV Under HAP - Not Leased	21		1,409	
PBV Vacancy Payments				
RAD - Comp 1 UMLs				
RAD - Comp 1 HAP	0			
RAD - Comp 2 UMLs				
RAD - Comp 2 HAP	0			
Quick Data Analysis				
QC Check				
PHA reporting fewer RAD leased than PBV leased (RAD is subset of PBV)?				Issue?
PHA not reporting any RAD1, when RAD1 exists?				
PHA not reporting any RAD2, when RAD2 exists?				

PBV Data

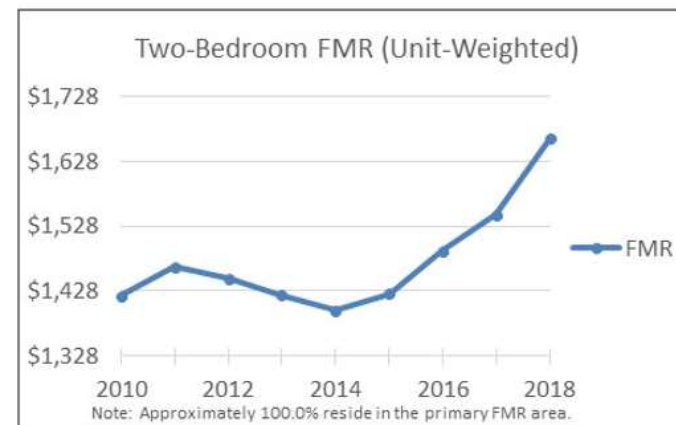
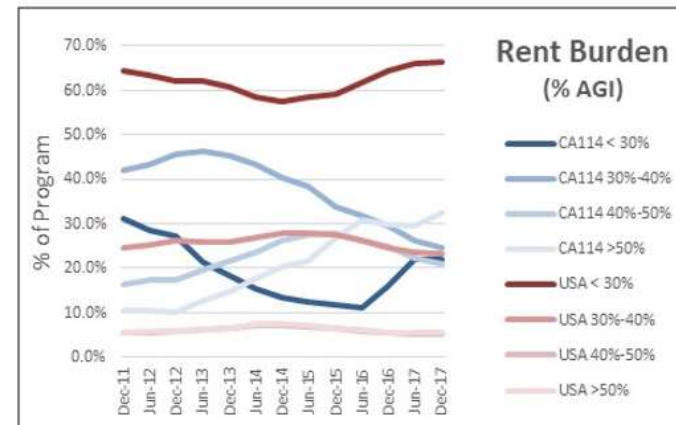
# Cost Per Unit Tab

PUC Analysis						
Year	Month	ACTUAL Leased Units	Actual HAP	Per Unit Cost	Monthly Change	Rolling Three Month Average
2017	J	1,546	\$1,220,199	\$789.26		
2017	F	1,537	\$1,245,121	\$810.10		
2017	M	1,532	\$1,242,733	\$811.18	0.13%	\$803.51
2017	A	1,520	\$1,242,597	\$817.50	0.78%	\$812.93
2017	M	1,516	\$1,235,037	\$814.67	-0.35%	\$814.45
2017	J	1,515	\$1,248,847	\$824.32	1.18%	\$818.83
2017	J	1,512	\$1,248,102	\$825.46	0.14%	\$821.48
2017	A	1,508	\$1,256,412	\$833.16	0.93%	\$827.65
2017	S	1,500	\$1,254,622	\$836.41	0.39%	\$831.68
2017	O	1,495	\$1,270,263	\$849.67	1.59%	\$839.75
2017	N	1,484	\$1,258,753	\$848.22	-0.17%	\$844.77
2017	D	1,471	\$1,261,046	\$857.27	1.07%	\$851.72
2018	J	1,463	\$1,259,456	\$860.87	0.42%	\$855.45
2018	F	1,462	\$1,241,621	\$849.26	-1.35%	\$855.80
2018	M	1,470	\$1,243,328	\$845.80	-0.41%	\$851.98
2018	A	1,456	\$1,262,492	\$867.10	2.52%	\$854.05
2018	M					
2018	J					
2018	J					
2018	A					
2018	S					
2018	O					
2018	N					
2018	D					

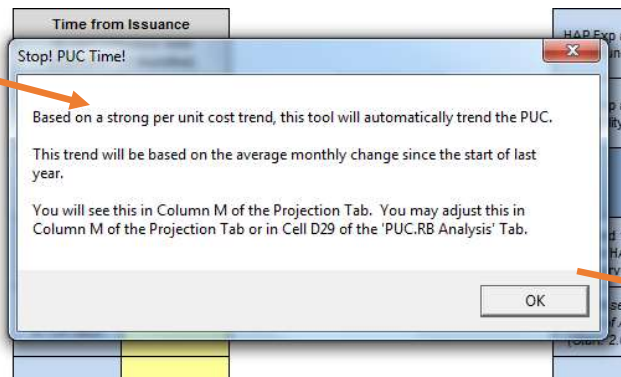
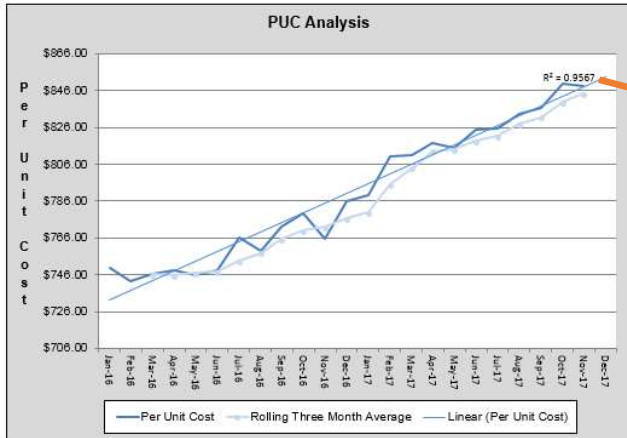


Remove Abated Units from PUC

R-Squared, last 12-months 80.2%







L	M
PUC: Actual/Projected	Manual PUC Override
\$789	
\$810	
\$811	
\$817	
\$815	
\$825	
\$825	
\$833	
\$836	
\$850	
\$848	
\$856	\$856
\$826	
\$863	\$863
\$870	\$870
\$878	\$878
\$886	\$886
\$893	\$893
\$901	\$901
\$909	\$909
\$917	\$917
\$924	\$924
\$932	\$932
\$940	\$940
\$949	\$949
\$956	

# Automatic PUC Trending

Additional Two-Year Analysis Tools

**Choose which additional tool to make available.**

<b>New ACC Units</b> Input information pertaining to newly-awarded ACC Units and Funding	<b>Budget Authority Detail</b> Analyze the funding information used to populate the Two-Year Tool	<b>Summary Document</b> Uses information directly from the Two-Year Tool to create a summary Word Document of a PHA's leasing and spending projections
<b>VASH</b> Analyze a two-year scenario for a subset VASH program, including PUC analysis (also contains a referral tool.)	<b>FMC Add'l Disb/Cash Mgmt</b> Analyze the cash situation for a PHA and prepare an FMC frontload request	<b>Success Rate Tracking</b> Analyze the success rate and time-to-lease variables to determine most appropriate numbers to use in the Tool
<b>Input Accrual Information</b> Analyze a PHA's spending by including HAP expenses not year reported in VMS	<b>VMS Data Upload</b> Upload VMS Data Collection Report (DCR) data into the Tool	<b>Years 3 and 4</b> Determine effects of leasing and spending decisions on future years
<b>Administrative Fee Analysis -</b> Analyze a PHA's projected administrative fee situation	<b>Waiting List Management -</b> Determine the number of people on the waiting list to pull to reach desired issuance level	<b>PIC EOP Data - Current</b> Upload PIC EOP Report into the Two-Year Tool

## Additional Tools

Save Access Additional Tools

**Program Projection Variables**

<u>Success Rate</u>	70%	Annual Turnover Rate
---------------------	-----	----------------------

The Two-Year Tool – Add'l Tools

# Success rate Tab

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	
1	?s	Enter First Year				2017												2018												2019				
2	Issuance Month	VOs Issued	VOs Leased	VOs Failed	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec						
3	Jan-17	0																																
4	Feb-17	0																																
5	Mar-17	0																																
6	Apr-17	30	20	10					3	8	9																							
7	May-17	40	18	22						4	7	7																						
8	Jun-17	50	24	26							7	10	4	2	1																			
9	Jul-17	50	28	22								4	9	7	6	2																		
10	Aug-17	0																																
11	Sep-17	60	32	28										8	18	3	2	1																
12	Oct-17	0																																
13	Nov-17	0																																
14	Dec-17	0																																
15	Jan-18	0																																
16	Feb-18	0																																
17	Mar-18	0																																
18	Apr-18	0																																
19	May-18	0																																
20	Jun-18	0																																
21	Jul-18	0																																
22	Aug-18	0																																
23	Sep-18	0																																
24	Oct-18	0																																
25	Nov-18	0																																
26	Dec-18	0																																
27	Total	230	122	103	0	0	0	0	3	12	23	21	13	17	25	5	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Success  
rate Tab

Summary Results							
Issuance Month	Success Rate	% in 30 days	% in 30-60 Days	% in 60-90 Days	% in 90-120 Days	% in 120-150 Days	Avg. Months
Jan-17							
Feb-17							
Mar-17							
Apr-17	66.7%	15.0%	40.0%	45.0%	0.0%	0.0%	2.3
May-17	45.0%	22.2%	38.9%	38.9%	0.0%	0.0%	2.2
Jun-17	48.0%	29.2%	41.7%	16.7%	8.3%	4.2%	2.2
Jul-17	56.0%	14.3%	32.1%	25.0%	21.4%	7.1%	2.8
Aug-17							
Sep-17	53.3%	25.0%	56.3%	9.4%	6.3%	3.1%	2.1
Oct-17							
Nov-17							
Dec-17							
Jan-18							
Feb-18							
Mar-18							
Apr-18							
May-18							
Jun-18							
Jul-18							
Aug-18							
Sep-18							
Oct-18							
Nov-18							
Dec-18							
Cumulative	53.0%	21.3%	42.6%	24.6%	8.2%	3.3%	2.3

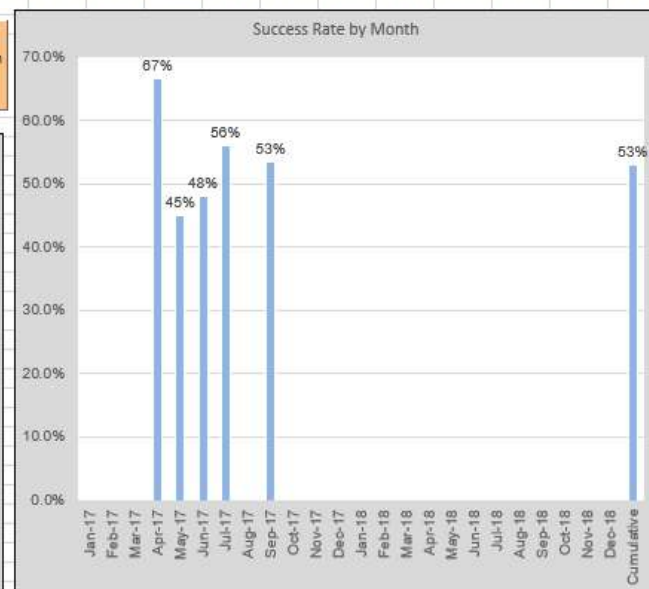
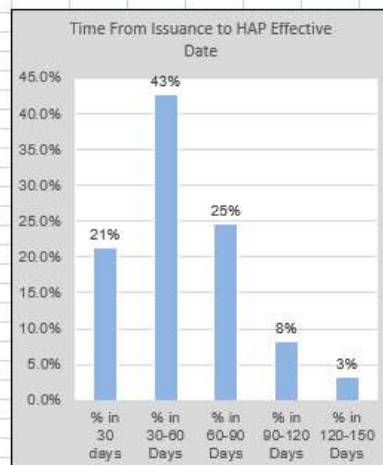
Move Success Rate and Time from Issuance to HAP to the Projection Tab

Need more than 150 days? Check this out.

How about changing the Success Rate at a certain point in the future? Yes, sir!

What about different types of vouchers with different types of rates? Bring it!

Wait List Success Rate				
Month	Pulled	Issued	Failed	%
Jan-17				
Feb-17				
Mar-17	60	30	30	50.0%
Apr-17	70	40	30	57.1%
May-17	80	50	30	62.5%
Jun-17	75	50	20	
Jul-17				
Aug-17	90	60	30	66.7%
Sep-17				
Oct-17				
Nov-17				
Dec-17				
Jan-18				
Feb-18				
Mar-18				
Apr-18				
May-18				
Jun-18				
Wait List Success Rate				60.0%





## Year 3 and 4 - Additional Tool Option

Choose which additional tool to make available.

New ACC Units  
Information pertaining  
to newly-awarded ACC Units  
and Funding

Budget Authority Detail  
Analyze the funding  
information used to populate  
the Two-Year Tool

Summary Document  
Uses information directly  
from the Two-Year Tool to  
create a summary Word  
Document of a PHA's leasing  
and spending projections

VASH  
Analyze a two-year scenario  
subset VASH program,  
including PUC analysis (also  
includes a referral tool.)

FMC Add'l Disb/Cash Mgmt  
Analyze the cash situation  
for a PHA and prepare an  
FMC frontload request

Success Rate Tracking  
Analyze the success rate  
and time-to-lease variables  
to determine most  
appropriate numbers to use  
in the Tool

Accrual Information  
Analyze a PHA's spending by  
listing HAP expenses not  
reported in VMS

VMS Data Upload  
Upload VMS Data Collection  
Report (DCR) data into the  
Tool

Years 3 and 4  
Determine effects of leasing  
and spending decisions on  
future years

Administrative Fee Analysis -  
Analyze a PHA's projected  
administrative fee situation

Waiting List Management -  
Determine the number of  
people on the waiting list to  
pull to reach desired  
issuance level

PHA Name	Housing Authority of the City of Cleveland			PHA Number	CA114
ACC and Funding Information					
ACC	Year 3 (2020)	Year 4 (2021)	Year 5 (2022)		
Beginning ACC # Vouchers	1,607	1,607	1,607		
Funding Components	Year 3 (2020)	Year 4 (2021)	Year 5 (2022)		
<u>Total PUC Funding (incl offset)</u>	\$15,005,298	\$14,551,962	\$13,840,808		
OFFSET of HAP Reserve	\$0	\$0	\$0		
<u>Set Aside Funding</u>					
<u>New ACC Units Funding</u>	\$0	\$0			
Total ABA Funding Provided	\$15,005,298	\$14,551,962	\$13,840,808		
PHA Income	\$0				
Cash-Supported Total Reserves at Year-End	\$716,478	\$1,169,814	\$1,880,968		

Funding Proration/Offset Levels	
HAP	
Years 4 & 5	100.0%
% Excess Reserves (Optional)	
Years 4 & 5	0.0%
Administrative Fees	
Years 4 & 5	77.0%

Program Projection Variables			
Success Rate	70%	Annual Turnover Rate	5.0%

Time from issuance to HAP Effective Date (Current: 2.28 months)	
% leased in 30 days	18%
% leased in 30 to 60 days	40%
% leased in 60 to 90 days	38%
% leased in 90 to 120 days	4%
% leased in 120 to 150 days	0%

Print

Leasing and Spending Outcomes: Current and Following Year Projections		
	2020	2021
UML % of ACC (UMA)	81.1%	77.2%
HAP Exp as % All Funds	92.6%	88.0%
HAP Exp as % of Eligibility only	97.0%	95.1%
End of Results		
Projected 12/31 Total HAP Reserves	\$1,169,814	\$1,880,968
HAP Reserves as % of ABA (Start: 4.8%)	7.8%	12.9%
"Excess" Reserves Subject to Offset	\$543,408	\$587,736

Projection Analysis

Projection Analysis - Years 3&4

IP Input & QA Check

PUC.RB Analysis

VMS

# Cash Management

HUD  
Reserves  
held for PHA  
at end of  
each month

	A	C	D	E	F	G	H	I	J	K	L	M	N
1	Current Year VMS DCR	Additional Disbursement for TX431 (Tarrant County Housing Assistance Office) - FYE 9/30 (Obligations/Disbursements As of February 15, 2017)											
2		Housing Assistance Payments (HAP)											
3	Owner	PHA HELD								ESTIMATED HUD HELD			
4	Category (BOM: Beginning of Month EOM: End of Month)	Actual/Project ed Disbursement s (HUD to	Actual/Project ed Expenses (PHA to landlords)	Disbursement s Minus Expenditures	Fraud Recovery/ FSS Forfeitures	Calculated EOM RNP	Reported EOM RNP (VMS)	EOM RNP Difference	Actual/Project ed UMLs	BOM HHR	Obligations (in HUD's systems)	Actual/Project ed Disbursement s (HUD to	EOM HHR
5	Years												
6													
7	January-16	\$1,514,880	\$1,481,576	\$33,304	\$4,505	\$369,251	\$365,708	\$3,543	2,723	\$1,777,307	\$1,538,896	\$1,514,880	\$1,801,323
8	February-16	\$1,489,958	\$1,473,566	\$16,392	\$16,150	\$401,793	\$398,250	\$3,543	2,712	\$1,801,323	\$1,497,062	\$1,489,958	\$1,808,427
9	March-16	\$1,073,690	\$1,476,963	(\$403,273)	\$2,098	\$618	(\$2,925)	\$3,543	2,692	\$1,808,427	\$1,497,062	\$1,073,690	\$2,231,799
10	April-16	\$1,480,450	\$1,487,999	(\$7,549)	\$8,000	\$1,069	(\$2,474)	\$3,543	2,679	\$2,231,799	\$1,524,737	\$1,480,450	\$2,276,086
11	May-16	\$1,500,655	\$1,540,775	(\$40,120)	\$18,980	(\$20,071)	(\$23,614)	\$3,543	2,737	\$2,276,086	\$1,512,923	\$1,500,655	\$2,288,355
12	June-16	\$1,179,713	\$1,570,367	(\$390,654)	\$1,870	(\$408,855)	(\$412,398)	\$3,543	2,782	\$2,288,355	\$1,523,423	\$1,179,713	\$2,632,065
13	July-16	\$1,511,155	\$1,631,360	(\$120,205)	\$2,042	(\$527,018)	(\$530,561)	\$3,543	2,857	\$2,632,065	\$1,523,423	\$1,511,155	\$2,644,334
14	August-16	\$1,511,155	\$1,671,661	(\$160,506)	\$31,380	(\$656,144)	(\$662,094)	\$5,950	2,887	\$2,644,334	\$1,523,423	\$1,511,155	\$2,656,602
15	September-16	\$1,573,882	\$1,692,008	(\$118,126)	\$2,449	(\$771,821)	(\$777,771)	\$5,950	2,934	\$2,656,602	\$1,523,423	\$1,573,882	\$2,606,143
16	October-16	\$2,479,682	\$1,705,552	\$774,130	\$2,784	\$5,093	(\$857)	\$5,950	2,945	\$2,606,143	\$1,506,840	\$2,479,682	\$1,633,302
17	November-16	\$1,666,420	\$1,709,588	(\$43,168)	\$1,755	(\$36,320)	(\$42,270)	\$5,950	2,943	\$1,633,302	\$1,506,648	\$1,666,420	\$1,473,530
18	December-16	\$1,666,420	\$1,706,429	(\$40,009)	\$2,991	(\$73,338)	(\$79,288)	\$5,950	2,927	\$1,473,530	\$1,506,648	\$1,666,420	\$1,313,758
19	January-17	\$1,719,516	\$1,718,897	\$619	\$8,032	(\$64,687)	(\$85,128)	\$20,441	2,924	\$1,313,758	\$1,514,046	\$1,719,516	\$1,108,289
20	February-17	\$1,719,516	\$1,714,730	\$4,786	\$1,633	(\$58,268)	(\$78,709)	\$20,441	2,909	\$1,108,289	\$1,514,046	\$1,719,516	\$902,819
21	March-17	\$1,748,395	\$1,706,252	\$42,143	\$0	(\$16,125)	\$0	(\$16,125)	2,892	\$902,819	\$1,514,046	\$1,748,395	\$668,470
22	April-17	\$1,748,395	\$1,701,525	\$46,870	\$0	\$30,745	\$0	\$30,745	2,879	\$668,470	\$1,514,046	\$1,748,395	\$434,121
23	May-17	\$1,748,395	\$1,701,162	\$47,233	\$0	\$77,978	\$0	\$77,978	2,874	\$434,121	\$10,500	\$1,748,395	(\$1,303,773)

# Payment Standard Tool

- Using PIC Ad Hoc Data, models how a change in payment standards impacts per unit cost and participant rent burden.
- PHAs can access the Tool through their local Field Office, or through the populated tool (WASS log-in)





# Rent Burden by Bedroom Size/PUC Change

FMR/PS/RB Analysis - Housing Authority : CA125 VACAVILLE											
Voucher Size	Efficiency	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom	6 Bedroom	7 Bedroom	8 Bedroom	9 Bedroom	10 Bedroom
Current											
FMR	\$830	\$1,024	\$1,284	\$1,871	\$2,242	\$2,578	\$2,915	\$3,251	\$3,587	\$3,924	\$4,260
Payment Standard	\$913	\$1,126	\$1,412	\$1,965	\$2,242	\$2,578	\$3,207	\$3,576	\$3,946	\$4,316	\$4,686
As % of FMR	110.0%	110.0%	110.0%	105.0%	100.0%	100.0%	110.0%	110.0%	110.0%	110.0%	110.0%
2017 - Year 1											
FMR	\$830	\$1,024	\$1,284	\$1,871	\$2,242	\$2,578	\$2,915	\$3,251	\$3,587	\$3,924	\$4,260
Payment Standard	\$913	\$1,126	\$1,412	\$1,965	\$2,242	\$2,578	\$3,207	\$3,576	\$3,946	\$4,316	\$4,686
As % of FMR	110.0%	110.0%	110.0%	105.0%	100.0%	100.0%	110.0%	110.0%	110.0%	110.0%	110.0%
2018 - Year 2											
FMR	\$830	\$1,024	\$1,284	\$1,871	\$2,242	\$2,578	\$2,915	\$3,251	\$3,587	\$3,924	\$4,260
Payment Standard	\$913	\$1,126	\$1,412	\$1,965	\$2,242	\$2,578	\$3,207	\$3,576	\$3,946	\$4,316	\$4,686
As % of FMR	110.0%	110.0%	110.0%	105.0%	100.0%	100.0%	110.0%	110.0%	110.0%	110.0%	110.0%

Date of PS Change:	2/1/2017
Est. Change in Annual Rent (starting in Yr. 2):	0.0%
Est. Change in Annual Utility Allowance (starting in Yr. 2):	0.0%

Quick How-To		1. Load PIC Data.	
		2. Input Current, Year 1, and Year 2 FMRs and PSs.	
		3. Input PS Change Date/annual rent/utility change.	

If red, HUD has the regulatory ability to require an increase in payment standards.		Percent >31% rent burden:	50.6%	Percent >31% rent burden:	42.3%	Percent >31% rent burden:	30.9%	Percent >30% rent burden:	30.9%
---	--	---------------------------	-------	---------------------------	-------	---------------------------	-------	---------------------------	-------

Voucher Bedroom Size	Regular Total (PBVs)	~Current Rent Burden	CYE 2017 - Year 1		CYE 2018 - Year 2		CYE 2018 - Year 3	
		% >= 41%	% >= 31%	% >= 41%	% >= 31%	% >= 41%	% >= 31%	% >= 41%
Efficiency	1	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
1 Bedroom	712	21.2%	51.5%	17.3%	42.1%	14.2%	31.0%	31.0%
2 Bedroom	249	30.9%	46.6%	28.9%	42.6%	20.1%	35.7%	20.1%
3 Bedroom	84	19.0%	54.8%	16.7%	44.0%	3.6%	16.7%	3.6%
4 Bedroom	17	11.8%	52.9%	5.9%	41.2%	5.9%	29.4%	5.9%
5 Bedroom	2	0.0%	50.0%	0.0%	50.0%	0.0%	0.0%	0.0%
6 Bedroom	0							
7 Bedroom	0							
8 Bedroom	0							
9 Bedroom	0							
10 Bedroom	0							

Roll-Up Summary				
Category	Current	CYE - Year 1	CYE - Year 2	CYE - Year 3
Monthly HAP	\$748,279	\$765,692	\$792,972	\$792,972
End of Year Change from Prior		\$17,413	\$27,280	\$0
End of Year Change (%)		2.3%	3.6%	0.0%

Load PIC Data

Tool Notes

Payment Standards via Percent

Move to Two-Year Tool

PIC Analysis

Subsidy Standard Analysis

Double Click to Open the "How-To" Guide

Overall, by the end of 2018, your PUC will increase by \$42.08, or about 6.1%.

PUC Change from Current			
	2017	2018	2019
January	\$0.00	\$6.13	\$0.00
February	\$0.00	\$7.55	\$0.00
March	\$0.00	\$5.89	\$0.00
April	\$0.00	\$6.14	\$0.00
May	\$4.29	\$0.00	\$0.00
June	\$4.13	\$0.00	\$0.00
July	\$3.65	\$0.00	\$0.00
August	\$4.00	\$0.00	\$0.00
September	\$0.05	\$0.00	\$0.00
October	\$0.16	\$0.00	\$0.00
November	\$0.03	\$0.00	\$0.00
December	\$0.06	\$0.00	\$0.00

# New Time Saver: Payment Standard Tool

**For FMRs: Allows you to pick County and Populates FMRS**

**San Juan Municipio**

Voucher Size	Efficiency	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom	6 Bedroom	7 Bedroom	8 Bedroom	9 Bedroom	10 Bedroom
San Juan Municipio	\$430										
Adjuntas Municipio	\$430										
Aguada Municipio	\$430										
Aguadilla Municipio	\$430										
Agua Buenas Municipio	\$430										
Aibonito Municipio	\$430										
Añasco Municipio	\$430										
Arecibo Municipio	\$430										
Arroyo Municipio	\$430										
FMR	\$430										
Payment Standard	\$473										
As % of FMR	110.0%										

**Quick How-To**

1. Load PIC Data.
2. Select Current, Year 1, and Year 2 FMRs and PSs.
3. Input PS Change Date/annual rent/utility change.

**Double Click to Open the "How-To" Guide**

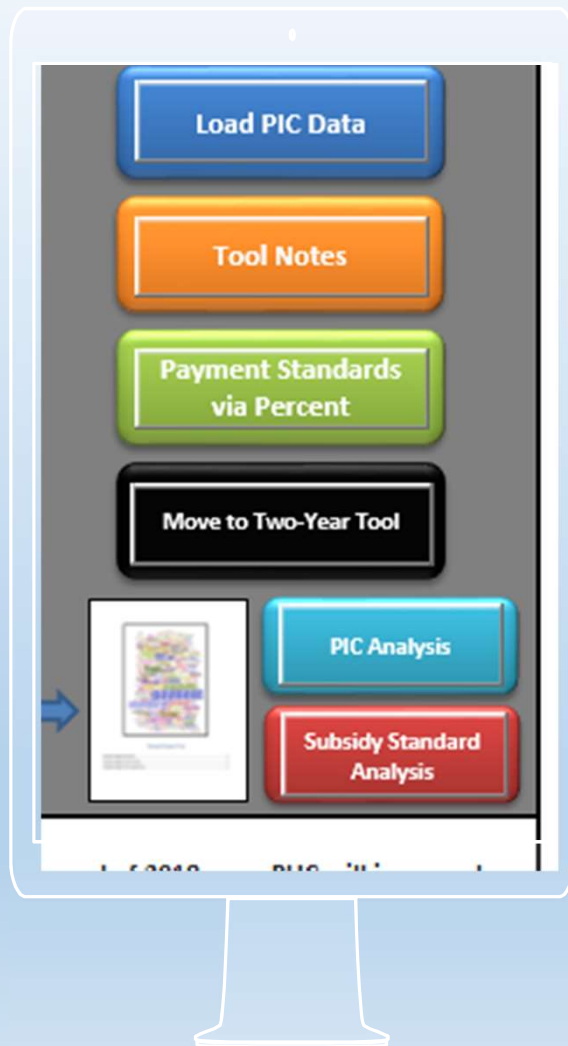
**Overall, by the end of 2019, your PUC will increase by \$14.69, or about 2.8%.**

**PUC Change from Current**

	2017	2018	2019
January	\$0.00	\$0.85	\$0.00
February	\$0.00	\$0.83	\$0.00
March	\$0.00	\$0.89	\$0.00
April	\$0.00	\$1.02	\$0.00
May	\$0.00	\$1.18	\$0.00
June	\$0.00	\$1.34	\$0.00
July	\$0.00	\$1.23	\$0.00
August	\$0.00	\$1.27	\$0.00
September	\$0.25	\$1.65	\$0.00
October	\$1.13	\$0.00	\$0.00

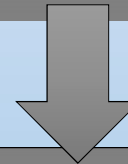
**Roll-Up Summary**

# Options



Based on feedback, we plan to soon introduce an additional choice – allowing the user to change tenant's income by a certain percentage.

Date of PS Change:	2/1/2017
Est. Change in Annual Rent (starting in Yr. 2):	0.0%
Est. Change in Annual Utility Allowance (starting in Yr. 2):	0.0%



15			
16	Date of PS Change		
17	Date	Annualized Rent	
18	Date	Annualized UA	
19	ite	Annualized Income	
20	Next Re-exam		
21	Start of Year 2		
22	Start of Year 3		



# Subsidy Standard Analysis

Subsidy Standard Analysis											
Bedrooms	Voucher Size Count	Overhoused						Not Overhoused			
		Counts		Rent Burden							
				Unit Size > Voucher Size		Current		CYE 2017 - Year 1		CYE 2018 - Year 2	
		Unit Size <= Voucher Size		% >= 41%	% >= 31%	% >= 41%	% >= 31%	% >= 41%	% >= 31%	% >= 41%	% >= 31%
0	1	1	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
		0	0.0%	-	-	-	-	-	-	-	-
1	712	304	42.7%	35.9%	64.1%	31.3%	56.6%	26.3%	47.0%	26.3%	47.0%
		408	57.3%	10.3%	42.2%	6.9%	31.4%	5.1%	19.1%	5.1%	19.1%
2	249	95	38.2%	57.9%	68.4%	55.8%	67.4%	46.3%	64.2%	46.3%	64.2%
		154	61.8%	14.3%	33.1%	12.3%	27.3%	3.9%	18.2%	3.9%	18.2%
3	84	17	20.2%	17.6%	70.6%	17.6%	52.9%	11.8%	23.5%	11.8%	23.5%
		67	79.8%	19.4%	50.7%	16.4%	41.8%	1.5%	14.9%	1.5%	14.9%
4	17	-	-	-	-	-	-	-	-	-	-
		17	100.0%	11.8%	52.9%	5.9%	41.2%	5.9%	29.4%	5.9%	29.4%
5	2	-	-	-	-	-	-	-	-	-	-
		2	100.0%	0.0%	50.0%	0.0%	50.0%	0.0%	0.0%	0.0%	0.0%
6	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
7	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
8	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
9	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
10	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total	1,065	512	48.1%	32.6%	53.1%	29.5%	47.9%	24.6%	40.6%	24.6%	40.6%
		553	51.9%	14.3%	48.3%	10.7%	37.3%	5.2%	21.9%	5.2%	21.9%

Shows impact  
of voucher  
size vs. unit  
size on rent  
burden.