



SNRHA Annual Plan

FY 2017 Annual Plan

5 Year Plan

FY 2017 to 2021

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
ANNUAL AGENCY PLAN UPDATE
FY~~2016-2020-2017-2021~~
FIVE YEAR PLAN

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TAB 1

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

Executive Summary of the Annual PHA Plan

~~The Executive Summary is addressed and updated in TAB 21 (HUD50075) Section 6.0~~

OVERVIEW

In an effort to ensure compliance with the program and regulatory changes implanted through the Quality Housing and Work Responsibility Act of 1998 (QHWRA), the Southern Nevada Regional Housing Authority was formed on January 1, 2010. The regionalization includes the former Clark County and City of Las Vegas Housing Authorities. On January 1, 2011 the former North Las Vegas Housing Authority also joined the SNRHA. During the short time period in which the SNRHA has been in effect, the Senior staff and Executive Director have begun the five year planning process, with the consultation of th4e Resident Advisory Board. By involving all stakeholders in various aspects of the planning process, the Authority has not only received valuable input from both the residents and the community but also from representatives from the City of Las Vegas, City of North Las Vegas, Clark County, and the City of Henderson.

PURPOSE AND STRUCTURE OF THE AGENCY PLAN

This Agency Plan contains the 2017 Annual Plan which provides information regarding the establishment of goals, objectives, policies, and procedures required to achieve the Authority's overall missions. The Authority plans to update the five-Year Plan at least every five years or more as deemed appropriate during the annual planning process.

TAB 2

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

FIVE-YEAR PLAN

The Southern Nevada Regional Housing Authority (SNRHA) has made a tremendous amount of progress, during the short time period in which the SNRHA has been in effect, in meeting the goals and objectives outlined in the Five-Year Plan. The Authority continues to utilize creative approaches to addressing traditional problems encountered in multi-family property and asset management. The organizational structure includes a core management team structure that ensures performance in all operational areas by teamwork, commitment and a strong work ethic. This has been the result of an improved trend at the agency that began close to a decade ago and is critical to the agency's success in the future.

See attached.

~~For the purpose of the Annual Plan, the goals and objectives will remain as stated in the original five-year plan. However, the Authority has begun the process of a comprehensive review of the goals to ensure that the agency meets the housing needs of the low and moderate income citizens of Southern Nevada. The Authority's Mission Statement and its FY 2016 FY2017 through FY 2020 FY2021 Five Year Plan are included in TAB 21 (HUD50075-5Y). section 5.0~~

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| 5-Year PHA Plan (for All PHAs) | U.S. Department of Housing and Urban Development Office of Public and Indian Housing | OMB No. 2577-0226 Expires: 02/29/2016 |
|---|---|--|

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

| | | | | | |
|---------------------------|---|------------------------------------|--|-------------------------------------|------------|
| A. | PHA Information. | | | | |
| A.1 | <p>PHA Name: Southern Nevada Regional Housing Authority PHA Code: NV-18</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10/2016</p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information.</p> <p><u>SUMMARY OF RESIDENT/STAFF/PUBLIC CONSULTATION AND INPUT</u></p> <p>The involvement of the residents, staff, and the general public is an important part of the planning process. Since many aspects of the Authority's operations have a direct effect on both, it is important to involve all stakeholders in strategic planning processes. Meetings with the Resident Advisory Board (RAB) were held to review the plan and solicit input. A complete list of attendees at each meeting is available upon request.</p> <p>The final draft was placed on public display beginning 04/27/2016 coinciding with the first advertisement of the Public Hearing. Documents were/are available to view a copy of the PHA Plan on our website www.snvrha.org, Welcome Page, scroll down to Agency Plans section and click on "click here for all Agency Plans" and scroll down to the pdf icon for this plan.</p> <p>The Plan and Addendums will also be available at all Public Housing Community Offices as well as in the main lobby areas of SNRHA Administrative Offices located at:</p> <ul style="list-style-type: none"> - Howard Cannon Center at 340 North 11th Street, Las Vegas, NV 89101. - W.F. Cotrell Admin Building at 5390 East Flamingo Rd., Las Vegas, NV 89122 - Housing Programs at 380 North Maryland Pkwy., Las Vegas, NV 89101. <p>The comment period ended with a Public Hearing held at the Howard Cannon Center Board Chambers located at 340 North 11th Street, Las Vegas, NV 89101 on June 13, 2016 at 5:30pm. The written comments either received in writing prior to the Public Hearing or received at the Public Hearing are summarized with a statement of disposition included for each.</p> <p>See Attachment A</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) NOT APPLICABLE</p> | | | | |
| Participating PHAs | PHA Code | Program(s) in the Consortia | Program(s) not in the Consortia | No. of Units in Each Program | |
| Lead PHA: | | | | PH | HCV |
| | | | | | |

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| B. | 5-Year Plan. Required for <u>all</u> PHAs completing this form. |
| B.1 | <p>Mission. State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years.</p> <p>To realize its vision Southern Nevada Regional Housing Authority conducts its business in an open manner, soliciting partners who share its values, maintain high standards, are sensitive to cultural meshing, understand the need to provide economic opportunity, and believe in empowering people to achieve self-sufficiency. As a premier leader in Southern Nevada for quality housing for all people, Southern Nevada Regional Housing Authority constantly seeks innovative ways to provide its services and to be a model steward of the public trust.</p> |
| B.2 | <p>Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>Five-Year Goal: <u>Expand the supply of Low Income and Affordable housing.</u></p> <p>Objectives:</p> <ul style="list-style-type: none"> - Apply for additional Housing Choice Vouchers, if funding is announced. - Develop public/private partnerships to create affordable housing opportunities. - Utilize SNRHA resources to leverage and encourage new development initiatives. - Expand homeownership initiatives to SNRHA residents and program participants. |
| | <p>Five-Year Goal: <u>Improve the quality of assisted housing.</u></p> <p>Objectives:</p> <ul style="list-style-type: none"> - Improve program management and fiscal accountability by utilizing SEMAP and PHAS indicators. - Increase customer satisfaction. - The SNRHA shall will comply with all requirements of HUD’s Violence Against Women Act (VAWA) and its amendments. SNRHA goals shall be are to increase services through community partnerships to provide services to families (adults and children) impacted by VAWA. |

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| | <p>Five-Year Goal: <u>Increase assisted housing choices.</u></p> <p>Objectives:</p> <ul style="list-style-type: none"> - Conduct outreach efforts to potential voucher landlords. - Develop a strong Affirmatively Furthering Fair Housing and Limited English Proficiency Plan. - Further the development of the Housing Choice Voucher Homeownership Program. - In keeping with goal two of the southern Nevada Regional Housing Authority's 2010-2015 Strategic Plan, which provides for the improvement of the quality of life for clients, the Southern Nevada Regional Housing Authority has joined the Consortium of the Southern Nevada Regional Plan for Sustainable Development. The plan of the consortium is to ensure that long range land use planning will incorporate principles for transit-oriented development, healthy communities, sustainable design, and promote access to jobs, housing, and services for those traditionally in greatest need. Additionally, Southern Nevada Regional Plan for Sustainable Development will provide employment for up to three Residents in the planning stages of the project for data collection. |
| <p>B.2 (CONT.)</p> | <p>Five-Year Goal: <u>Improve marketability of SNRHA owned units.</u></p> <p>Objectives:</p> <ul style="list-style-type: none"> - Enhance and maintain site appearance to increase curb appeal - Provide amenities and services to compete with private sector property owners to the extent that budgets permit - Further develop partnerships with law enforcement agencies to provide a safe living environment. |
| | <p>Five-Year Goal: <u>Promote self-sufficiency and economic independence of assisted households.</u></p> <p>Objectives:</p> <ul style="list-style-type: none"> - Increase the number and percentage of employed program participants - Further develop and enhance educational opportunities and prevention programs for youth - Increase partnerships in the community - Conduct resident rights & responsibilities training - Provide and attract supportive services to increase program participant's employability through job training and educational opportunities. - Provide public/private partnerships to further enhance resident initiatives at no cost to the agency (i.e. Sunrise Hospital, girl Scouts, United Way, and Juvenile Justice Department) through fund raising and grant application submission. - Promote homeownership opportunities through the Scattered Site Homeownership Program, the Housing Choice Voucher Program, and the supportive service program for potential home buyers. |
| | <p>Five-Year Goal: <u>Increase affordable housing resources.</u></p> <p>Objectives:</p> <ul style="list-style-type: none"> - Develop a detailed plan for Replacement Housing Fund. - Continue to identify partners for affordable housing development. - Explore the opportunity for conversion of assistance from unit-based to tenant-based. Consider a conversion Plan. - Increase affordable housing in Southern Nevada by utilizing BLM Land to develop mixed income, mixed use properties using various financial strategies (i.e.: tax credit, bonds, project based section 8). |

B.3

Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

Five-Year Goal: Expand the supply of Low Income and Affordable housing.

SNRHA will continue to explore and implement various models of mixed-financing with innovative partnerships to assist with the re-development and/or modernization of public housing developments. Options will include but not be limited to HOPE VI, Choice Neighborhood Initiatives (CNI), Rental Assistance Demonstration (RAD) Program, Capital Fund Financing (CFFP), Low Income Housing Tax Credits (LIHTC), various bonds types and other leveraging options as identifies in HUD's Transforming Public Housing plan.

SNRHA will continue to explore opportunities of various types of bond issuance.

In 2014 the City of North Las Vegas as the Lead applicant and the SNRHA as the co-lead applicant submitted a Choice Neighborhood Initiative (CNI) Panning Grant. The CNI award letter was received January 2015 through the Department of Housing and Urban Development in the amount of \$485,000. The money will be used to prepare a Transformation Plan to revitalize North Las Vegas Urban Core Neighborhood, which includes the Rose Gardens Senior Public Housing and Buena Vista Springs communities. **CNI Transformation Plan is due to HUD early 2017**

The SNRHA, in partnership with City of North Las Vegas, is planning to submit in upcoming years a CNI Implementation grant application to revitalize and address the redevelopment needs of the North Las Vegas Urban Core Neighborhood, which includes the Rose Gardens Senior Public Housing and Buena Vista Springs communities.

The SNRHA will continue to explore CNI planning as well as, implementation grant to address some of the redevelopment needs of the neighborhood of Sherman Gardens, Sherman Gardens Annex and Villa Capri sites.

The SNRHA is planning to submit in upcoming years a tax credit application to develop Phase II of Bennett Plaza and may utilize Replacement Housing Factor (RHF) Funds, adding 35 additional public housing units. The SNRHA may self-develop or partner with a developer for this project.

Under the Rental Assistance Demonstration the SNRHA converted in 2014 Landsman Gardens a 100-unit family public housing development in the Valley View neighborhood of Henderson, Nevada to Project Based Section 8. Landsman Gardens is the first FHA-financed project in the nation to close under the Rental Assistance Demonstration (RAD) program. Construction was completed December 2014 and 100% units lease-up as of March 2015.

The SNRHA submitted on 12/2013 a RAD application for Vera Johnson Manor B (AMP 314) anticipating a Conditional Housing Assistance Payment (CHAP) agreement issuance by January 2014. As of March 2015 the CHAP agreement has not been issued for the Project; even though Congress lifted the unit cap of 60,000 to 185,000 units under the RAD Program. The SNRHA submitted in FY 2014 a HOME application and a 9% Tax Credit Application for the Rehabilitation of all 112 units at this site. On April 2014 the City of Las Vegas awarded \$1 million in HOME Funds to Vera Johnson Manor B and in July 2014 the Nevada Housing Division issued a 2014 Reservation Letter for \$1 million annually in 9% Low Income Housing Tax Credits (LIHTC) for Vera Johnson Manor B. In an effort to preserve the HOME Funds and Tax Credit Allocations, the SNRHA proceeded with a Mixed Finance Proposal as an Interim Plan for closing mid-April, 2015. The CHAP was received April 3, 2015, SNRHA will work with HUD to forward needed items to meet any required RAD milestones. However, SNRHA currently does not anticipate converting Vera Johnson Manor B to RAD until construction completion to simplify the conversion. The SNRHA is partnering with Nevada HAND for this project.

B.3
(Cont.)

The SNRHA in March 2015 submitted a RAD application for Biegger Estates (AMP 406) ~~anticipating a and received a Conditional Housing Assistance Payment (CHAP) agreement issuance by April 2015 in July 2015.~~ The SNRHA ~~is also planning to submit in FY 2015~~ submitted in May 2015 a 9% Tax Credit Application for the Rehabilitation of all 119 units at this site and received an allocation in July 2015 ~~If the CHAP is not received as anticipated then as an interim plan SNRHA will submit a Mixed Finance Application for Biegger Estates (AMP 406) as necessary to preserve funding allocations.~~ All the financing has been secured and the project is on track for closing in May 2016. Construction is scheduled in phases with an estimated completion within 13 months from the notice to proceed date or June 2017. The SNRHA will self-develop this project.

Additionally, in March 2015 the SNRHA submitted a RAD application ~~anticipating a and received a Conditional Housing Assistance Payment (CHAP) agreement issuance by April 2015 in July 2015.~~ The SNRHA is also planning to submit in FY ~~2015~~ 2016 a Bond/4% Tax Credit Application for the Re-development of all 120 units (on-site or off-site). ~~If the CHAP is not received as anticipated then as an interim plan SNRHA will submit a Mixed Finance application for Rose Gardens (AMP 403) as necessary to preserve funding allocations.~~ The project has received HOME Funds allocation in the amount of \$1MIL from Clark County and \$500K from City of North Las Vegas. Financing closing is anticipated for December 2016 with a construction completion of February 2018. The SNRHA may self-develop or partner with a developer for this project.

In 2015 the SNRHA also submitted a RAD portfolio application for several of their public housing inventory.

- First Group includes: 1)Otto Merida (AMP405), 2)Lubertha Johnson (AMP401), 3)Bennett Plaza (AMP401), 4)Espinoza Terrace (404), 5)Hullum Homes (AMP407), 6)Jones Gardens (AMP407), 7)Sartini Plaza (AMP402) & 8)Sartini Annex (AMP402), 9)Archie Grant (South Parcel) (AMP401) and 10)Ernie Cragin Terrace (AMP406) totaling 844 public housing units.
- Second Group includes: 1)Schaffer Heights (AMP404), 2)Aida Brents (AMP403), 3)Levy Gardens(403), 4)James Down Towers (AMP402), 5)Hampton Court (Amp404), 6)Simmons (AMP406) and 7)Sherman Gardens Annex (AMP408) totaling 564 public housing units.
- The RAD portfolio is pending HUD review and issuance of Commitment to enter into a Housing Assistance Payment contract (CHAP) for the First Group 1.

Additionally, the SNRHA is planning to submit Mixed Finance application for Vera Johnson Manor A (AMP 406). The SNRHA is also planning to submit in FY 2016 a 9% Tax Credit Application for the Re-development of all 76 units. Financing closing is anticipated December 2016 with a construction completion of January 2018. The SNRHA will self-develop this project.

Enhance the SNRHA's Scattered Site Homeownership Program as lender options are available.

The SNRHA jointly with the City of Las Vegas are evaluating the future of the three vacant lots located in the general area of Bonanza and 28th Street [former public housing Ernie Cragin Terrace (ECT) Sites NV209, NV210 & NV213] and the proposed use to improve marketability of future housing in this area of the City.

In 2010, SNRHA contracted with The Calida Group, Lucchesi Galati Architecture and ESG Construction to prepare a master plan for the redevelopment of the Ernie Cragin Terrace (ECT) sites. The Plan included between 325 and 390 units of housing, primarily rental, in a variety of configurations (detached, semi-detached, row-house and low-rise elevator). The Plan also included between 20,000 and 25,000 square feet of commercial development along Bonanza Road and 45,000 square feet of public facilities along the northern and southern boundaries of the plan area.

While the real estate market in 2010 was not strong enough to support this vision for a mixed-use, mixed-income development project, the physical plan sections of the ECT Master Plan provide a good roadmap for a comprehensive revitalization of this neighborhood including areas of mixed-use, a variety of housing/building types, energy efficiency, green building, New Urbanism and live/work communities and improvements to educational and public facilities.

For the past year the City of Las Vegas has been looking at the viability of building the public facilities as proposed in the master plan. Currently the city is exploring the possibility of building the park with soccer fields as proposed for Parcel 3 [28th Street & Cedar]. Also, the Las Vegas-Clark County Library District has secured the funds to build a new library approximately 122,000 sq. ft. in the same area [28th Street & Sunrise] however; the 6 acres of land donated by the city is now under consideration since 8 acres of land will be more suitable for this facility. The Library District in partnership with the city now is proposing a land swap with the SNRHA vacant parcel located at 28th Street & Bonanza (Parcel 2) or 28th Street & Cedar (Parcel 3) which are more accessible sites with the required acreage. ~~As soon as a final proposal is received it will be presented for the SNRHA Board of Commissioners approval. If approval is granted the SNRHA then will notify HUD and the Special Application Center (SAC) for proper disposition of assets.~~ The final proposal was received and approved on January 2016 by the SNRHA Board of Commissioners. Special Application Center approved the land exchanged on March 2016. Escrow process anticipated to close May 2016.

Five-Year Goal: Improve the quality of assisted housing.

The Authority's other modernization activities are addressing necessary work items in order of priority as established in the Capital Plan.

SNRHA will develop customer service surveys and analyze them to develop proactive measures.

SNRHA continues implementing the approved 5-Year Strategic plan.

SNRHA has introduced a training model to all agency staff designed to improve customer satisfaction.

Five-Year Goal: Increase assisted housing choices.

The Authority sold Fifty seven (57) public housing scattered site units under its Public Housing Homeownership Program in FY03, FY04, FY05, FY06, FY07, FY08, and FY2012. Additionally, ~~forty-two (42)~~ **forty-six (46)** Section 8 Housing Choice Voucher Homeowners are under contract.

B.3
(Cont.)

Five-Year Goal: Improve marketability of SNRHA owned units.

The Capital Fund Program continues to include other provisions that are aimed to increase the marketability of Authority-owned units. Non-viable units and developments are identified and continue to be revitalized through various approaches.

Where marketability cannot be achieved; the Authority is requesting approval for the demolition of units and/or identifying other sources of funding to accommodate the capital needs.

Updated Physical Needs and Portfolio Assessment to identify current capital improvement needs.

SNRHA will seek HUD approval to implement a Force Account to perform vacancy reduction duties as well as select other capital improvement duties. The initiative will reduce the need for contractors; create new jobs of which one or more qualified residents may be hired to promote economic self-sufficiency.

The SNRHA may outsource certain programs elements for agency sustainability including but not limited to:

- HQS Inspections
- Selected Public Housing Property Management.

The SNRHA will ensure that Executive Order 13495, “No displacement of Qualified Workers Under Service Contracts” signed by President Obama on January 2009, will be followed if any programs are outsource requiring that qualified workers on a Federal service contract who would otherwise lose their job as a result of the completion or expiration of a contract be given the right of first refusal for employment with the successor contractor. Generally, the successor contractor may not hire any new employees under the contract until this right of first refusal has been provided. The equal opportunity applies to a successor contract for the performance of the same or similar services at the same location.

Five-Year Goal: Promote self-sufficiency and economic independence of assisted households.

The HCV and Public Housing FSS programs have merged. As of April 21, 2015 16, ~~HCV the FSS program has 205 236~~ voluntary slots and ~~PH has 15 127~~ mandatory slots. ~~Combined, the program has a total of 190 voluntary slots.~~

The Authority continues to develop partnerships with local service providers, training resources and educational institutions with the goal of making self-sufficiency available to all residents and participants. Year to date, we have established partnerships with a total of 89 community service providers. Commitments with these organizations are established either verbally or through MOU’s.

The Authority has two homeownership programs under the Housing Choice Voucher and Public Housing Programs; each program continues to assist low-income families reach the dream of owning a home of their own.

SNRHA expects to expand its Community Partners program with public, private, and faith-based agencies.

SNRHA will enter into Memorandum of Understanding offering public housing units and/or turnover vouchers with recognized homeless shelter providers who provide supportive services for the homeless in efforts to eliminate homelessness in the Southern Nevada Region.

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| | <p>Five-Year Goal: <u>Increase affordable housing resources.</u></p> <p>SNRHA Continues to evaluate its portfolio for redevelopment opportunities.</p> <p>SNRHA conducted a PNA and will develop a consolidated plan to identify sites for modernization, upgrades, and improvements.</p> <p>SNRHA continues implementing the approved 5-Year Strategic Plan.</p> <p>Continue updating the detailed plan for replacement Housing fund.</p> <p>Identify method to leverage funding resources; including using up to the allowable 20% of HCV tenant based vouchers, for project based, starting in 2014 or as they become available. SNRHA may Project Base up to 20% of its Vouchers. The general locations for future projects will be outside of areas of high concentration of poverty and as defined in the applicable RFP. Future decisions will be in compliance with this. Project Basing will be consistent with the Agencies efforts and the community to increase affordable housing resources.</p> <p>SNRHA will identify certain public housing and affordable housing sites/units for project-based assistance.</p> |
| <p>B.4</p> | <p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>SNRHA shall comply with all requirements of HUD’s VAWA and its amendments. SNRHA goals shall be to increase services through community partnerships to provide services to families (adults and children) impacted by VAWA.</p> <p>SNRHA has formed a partnership with Heads Up Wellness and Guidance Center of Nevada Safe Nest to provide counseling services for residents of public housing. Residents are referred once Management is aware of any type of domestic violence occurring in the household. Residents are also informed, at time of lease up, of the counseling services available through Heads Up.</p> <p>SNRHA provides VAWA information to all Housing Choice Voucher (HCV) participants at incoming portability briefings, initial briefings, annual briefings, and move briefings. In addition, VAWA information is listed on HCV brochures, correspondences to participants and owners, and is listed on the footer of all HCV forms.</p> |

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| <p>B.5</p> | <p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>The Southern Nevada Regional Housing Authority considers the following actions to be Significant Amendments or Modifications:</p> <ul style="list-style-type: none"> - Significant changes to rent or admissions policies or organization of the waiting list with the exception of federally declared disasters. - Additions of non-emergency work items (items not included in the current Annual Statement, Five-Year Action Plan, or Physical Needs Assessment) or change in use of replacement reserve funds under the Capital Fund; - Any change with regard to demolition or disposition, designation, homeownership program or conversion activities. <p>Furthermore, the Southern Nevada Regional Housing Authority considers the following actions to be excluded from Significant Amendment or Modifications:</p> <ol style="list-style-type: none"> 1. The decision to convert to either Project Based Rental Assistance (PBRA) or Project Based Voucher (PBV) Assistance. <ul style="list-style-type: none"> - Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds. - Changes to the construction and rehabilitation plan for each approved RAD conversion; and - Changes to the financing structure for each approved RAD conversion. <p>Any substantial deviation from the Mission Statement and/or Goals and Objectives presented in the Five-Year Plan that cause changes in the services provided to residents or significant changes to the Agency's financial situation will be documented in subsequent Agency Plans.</p> <p>An exception to this definition will be made for any of the above that are adopted to reflect changes in Federal Law or HUD regulatory requirements; such changes will not be considered significant amendments.</p> |
| <p>B.6</p> | <p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>See Attachment B</p> |
| <p>B.7</p> | <p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>See Attachment C</p> |

A

B

C

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Michael Pawlak the Manager, Community Resources certify that the Five Year and
Annual PHA Plan of the Southern Nevada Regional Housing Authority is consistent with the Consolidated Plan of
Clark County prepared pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Stephen K. Harsin, AICP the Director Recreation and Neighborhood Services certify that the Five Year and Annual PHA Plan of the Southern Nevada Regional Housing Authority is consistent with the Consolidated Plan of City of Las Vegas prepared pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official

TAB 3

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

ASSESSMENT OF HOUSING NEEDS

Attached are the Executive Summary of Preliminary Costs forms HUD-52828 form from the March 2013 Physical Needs Assessment (PNA) conducted by The Nelrod Company.

Modernization, Replacement Housing and other developments funds will be utilized to implement plan revisions. The PNA report will be reviewed and updated at least every five years.

The entire PNA report prepared by The Nelrod Company is available upon request.

DRAFT

**Physical Needs Assessment
Capital Fund Financing Program/
Operating Fund Financing Program**

**U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing**

**OMB Approval No.
(exp.)
HUD-52828**

PNA Summary

Public Reporting Burden for this collection of information is estimated to average 16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Response to this collection of information is mandatory to obtain a benefit. The information requested does not lend itself to confidentiality. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number.

| | |
|---------------------------------------|--------------------|
| HAName Southern Nevada Regional HA | HA Number NV018 |
|---------------------------------------|--------------------|

| Development / AMP Name | Development / AMP Number | Immediate Need | Years 1-5 | Years 6-10 | Years 11-15 | Years 16-20 | Total | Per Unit |
|-------------------------|--------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|--------------------------|---------------------|
| Affordable Housing | Affordable Housing | \$ 7,265,282.66 | \$ 5,015,084.52 | \$ 10,246,684.85 | \$ 8,289,124.36 | \$ 11,563,903.45 | \$ 42,380,079.85 | \$ 56,356.49 |
| Aida Brents Gardens | NV018002301 | \$ - | \$ 181,133.55 | \$ 322,804.05 | \$ 248,344.30 | \$ 316,581.70 | \$ 1,068,863.60 | \$ 44,535.98 |
| Archie Grant Park | NV018002302 | \$ 241,580.27 | \$ 692,216.63 | \$ 1,037,112.36 | \$ 829,896.82 | \$ 1,902,787.78 | \$ 4,703,593.86 | \$ 37,628.75 |
| Arthur D. Sartini Plaza | NV018002303 | \$ 13,344.09 | \$ 1,806,735.91 | \$ 1,570,518.87 | \$ 1,629,368.96 | \$ 2,473,243.72 | \$ 7,493,211.54 | \$ 28,931.32 |
| Ernie Cragin Terrace | NV018002304 | \$ - | \$ 27,602.28 | \$ 202,630.14 | \$ 999,798.56 | \$ 326,399.92 | \$ 1,556,430.91 | \$ 38,910.77 |
| Harry Levy Gardens | NV018002306 | \$ - | \$ 43,487.09 | \$ 636,148.07 | \$ 1,181,210.80 | \$ 1,630,432.70 | \$ 3,491,278.65 | \$ 23,275.19 |
| James Down Towers | NV018002307 | \$ - | \$ 3,345,065.23 | \$ 339,947.40 | \$ 1,313,972.04 | \$ 927,127.40 | \$ 5,926,112.07 | \$ 29,630.56 |
| Marble Manor | NV018002308 | \$ - | \$ 5,587,559.48 | \$ 4,620,714.78 | \$ 2,498,093.63 | \$ 2,261,287.01 | \$ 14,967,654.89 | \$ 63,692.15 |
| Sherman Gardens Annex | NV018002309 | \$ 1,625,099.06 | \$ 2,340,503.87 | \$ 4,968,664.23 | \$ 3,053,219.84 | \$ 1,610,198.01 | \$ 13,597,685.02 | \$ 78,147.62 |
| Scattered Sites / MROP | NV018002311 | \$ - | \$ 2,209,858.56 | \$ 3,435,313.93 | \$ 2,278,794.05 | \$ 2,244,779.06 | \$ 10,168,745.60 | \$ 62,770.03 |
| Sherman Gardens | NV018002312 | \$ - | \$ 1,815,946.51 | \$ 1,569,133.15 | \$ 3,654,417.15 | \$ 1,761,775.91 | \$ 8,801,272.72 | \$ 62,866.23 |
| Vera Johnson Manor A | NV018002313 | \$ 217,300.00 | \$ 3,966,386.30 | \$ 154,533.10 | \$ 652,543.29 | \$ 2,688,448.56 | \$ 7,679,211.25 | \$ 109,703.02 |
| Vera Johnson Manor B | NV018002314 | \$ 886,816.05 | \$ 2,502,055.34 | \$ 1,403,349.29 | \$ 2,753,996.40 | \$ 4,392,496.84 | \$ 11,938,713.92 | \$ 106,595.66 |
| Rose Garden Sr Citizen | NV018007001 | \$ 3,108,000.00 | \$ 5,801,516.37 | \$ 776,067.95 | \$ 847,466.84 | \$ 1,109,020.65 | \$ 11,642,071.81 | \$ 97,017.27 |
| Art Espinoza Terrace | NV018013002 | \$ 67,281.49 | \$ 1,436,103.85 | \$ 692,658.09 | \$ 1,419,417.15 | \$ 2,233,176.62 | \$ 5,848,637.20 | \$ 58,486.37 |
| Hampton Court Apts | NV018013005 | \$ 105,355.91 | \$ 916,809.46 | \$ 873,892.42 | \$ 1,882,940.49 | \$ 1,618,093.93 | \$ 5,397,092.21 | \$ 53,970.92 |
| Hullum Homes | NV018013007 | \$ 213,103.71 | \$ 1,197,979.50 | \$ 937,132.60 | \$ 284,111.17 | \$ 1,372,481.67 | \$ 4,004,808.66 | \$ 67,878.11 |
| Biegger Estates | NV018013008 | \$ 230,142.90 | \$ 2,960,597.00 | \$ 1,463,289.85 | \$ 2,659,497.99 | \$ 1,846,119.85 | \$ 9,159,647.60 | \$ 76,971.83 |
| Schaffer Heights | NV018013009 | \$ 10,122.94 | \$ 972,771.18 | \$ 732,625.71 | \$ 645,142.43 | \$ 1,706,851.80 | \$ 4,067,514.05 | \$ 54,233.52 |
| Jones Gardens | NV018013010 | \$ 195,792.10 | \$ 2,205,774.10 | \$ 1,741,013.01 | \$ 1,418,231.20 | \$ 1,478,119.41 | \$ 7,038,929.82 | \$ 78,210.33 |
| Scattered Sites | NV018013016 | \$ 291,850.02 | \$ 3,543,212.58 | \$ 2,493,180.78 | \$ 2,576,865.98 | \$ 1,948,150.13 | \$ 10,853,259.49 | \$ 83,486.61 |
| John W. Simmons Manor | NV018013020 | \$ 1,119.89 | \$ 1,176,988.89 | \$ 951,385.01 | \$ 815,130.85 | \$ 1,072,961.26 | \$ 4,017,585.90 | \$ 65,862.06 |
| Totals | | \$ 14,472,191.08 | \$ 49,745,388.24 | \$ 41,168,799.63 | \$ 41,931,584.27 | \$ 48,484,437.40 | \$ 195,802,400.62 | \$ 59,388.05 |
| | Affordable Housing | \$ 7,265,282.66 | \$ 5,015,084.52 | \$ 10,246,684.85 | \$ 8,289,124.36 | \$ 11,563,903.45 | \$ 42,380,079.85 | |
| | Public Housing | \$ 7,206,908.43 | \$ 44,730,303.69 | \$ 30,922,114.79 | \$ 33,642,459.93 | \$ 36,920,533.94 | \$ 153,422,320.77 | |

| Category | Immediate Need | Years 1-5 | Years 6-10 | Years 11-15 | Years 16-20 | Total | per Unit/Bldg/Site/CA |
|---|----------------|-----------|------------|-------------|-------------|-------|-----------------------|
| Total Preliminary Estimated Cost | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

| Component | Immediate Need | Years 1-5 | Years 6-10 | Years 11-15 | Years 16-20 | Total | Per Unit |
|---|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------------|
| Windows | \$ - | \$ 6,407,031.45 | \$ 4,876,723.22 | \$ 1,394,131.20 | \$ 1,184,028.10 | \$ 13,861,913.97 | \$ 3,825.03 |
| Roofs | \$ 1,194,621.19 | \$ 438,985.99 | \$ - | \$ 383,394.80 | \$ 2,586,196.30 | \$ 4,603,198.29 | \$ 1,270.20 |
| Kitchen | \$ 2,504,710.24 | \$ 6,480,681.42 | \$ 6,222,853.24 | \$ 4,334,155.47 | \$ 6,820,616.61 | \$ 26,363,016.98 | \$ 7,274.56 |
| Bathroom | \$ 1,273,362.54 | \$ 2,995,084.96 | \$ 5,309,914.82 | \$ 1,693,597.79 | \$ 3,536,113.28 | \$ 14,808,073.40 | \$ 4,086.11 |
| Walls | \$ 5,332.02 | \$ 1,988,005.10 | \$ 2,808,702.69 | \$ 3,071,343.68 | \$ 7,382,610.30 | \$ 15,255,993.79 | \$ 4,209.71 |
| Total Preliminary Estimated Cost | \$ 4,978,026.00 | \$ 18,309,788.93 | \$ 19,218,193.97 | \$ 10,876,622.94 | \$ 21,509,564.58 | \$ 74,892,196.43 | \$ 20,665.62 |

TAB 4

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

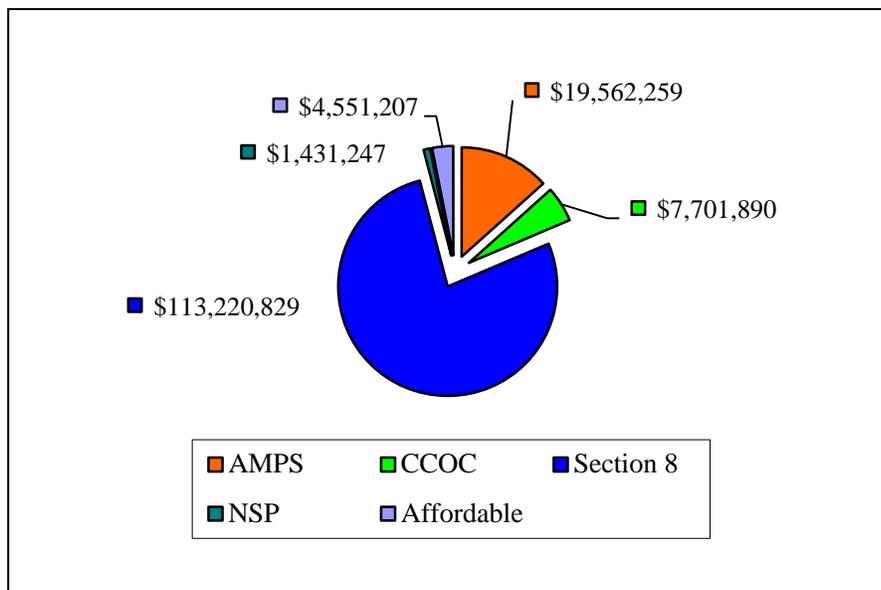
Assessment of Financial Resources

The assessment of financial resources is intended to describe the major sources and uses of funds available for the achievement of goals and objectives outlined in the Five Year Plan or supporting operational documents and plans. Some of the resources are restrictive in the use as defined in regulation or law and this information is available within the applicable regulations for each program or activity. To generate this Assessment of Financial Resources, information was taken from the following sources:

- FY 2016 Public Housing Operating Budget (FYE 09/30/16)
- FY 2016 Central Office Cost Center (FYE 09/30/16)
- FY 2016 Housing Choice Voucher Program Budget (FYE 09/30/16)
- FY 2016 Affordable Housing Budget (FYE 09/30/16)
- FY 216 Neighborhood Stabilization Program (FYE 09/30/16)
- FFY 2016 Capital Fund Program Budget & Replacement Housing Factor II

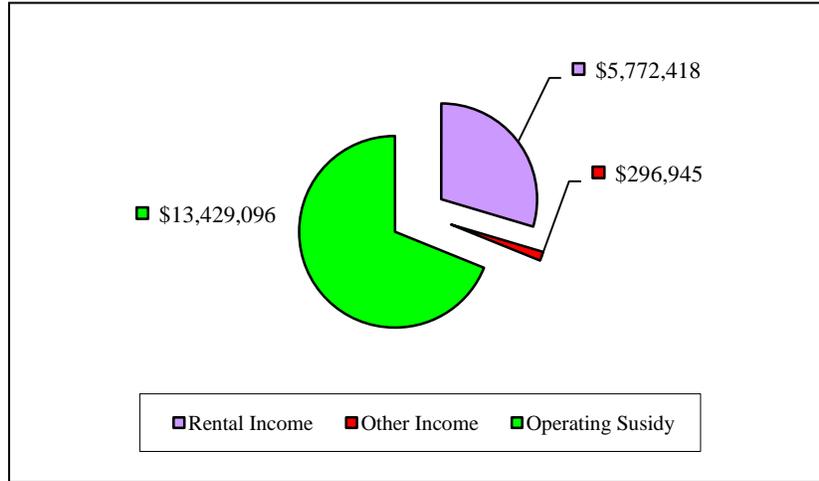
The following charts summarize the financial health of the Authority. Generally, operating funds are for the current fiscal year (PHA FYE 09/30/16) and special revenue funds are for the current federal fiscal year. The PHA is assuming that operating revenue for FY 2016 will remain constant.

SUMMARY OF INCOME – AGENCY-WIDE FISCAL YEAR ENDING SEPTEMBER 30, 2016



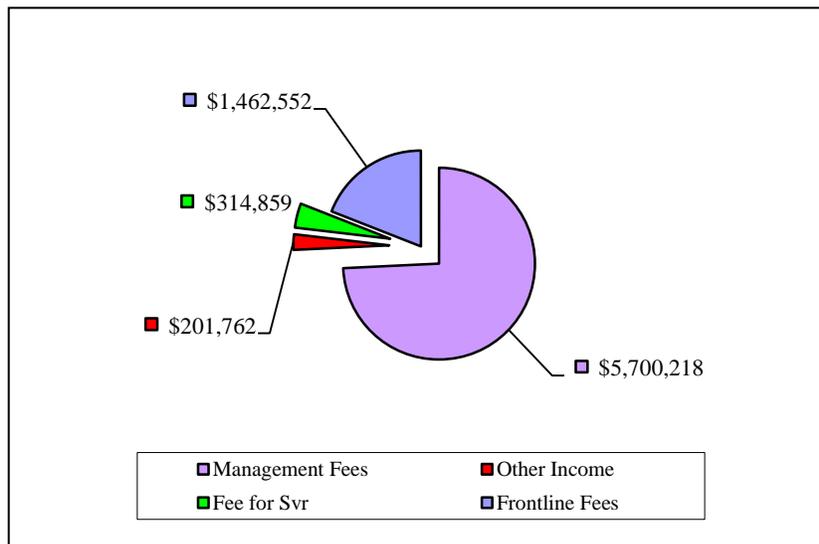
Based on FY 2016, operating budgets total \$146,467,432. The Low Income Public Housing Program Asset Management Projects (AMPS) account for 13% and the Central Office Cost Center account for 5%, the Housing Choice Voucher Program accounts for 77%, the Affordable Housing Program accounts for 3%, and the Neighborhood Stabilization Program accounts for 1% of the agency's operating revenue. Sources of income for each program are detailed in the following charts and are based on FY 2016 program budgets.

**BREAKDOWN OF INCOME SOURCES – LOW RENT PUBLIC HOUSING PROGRAM - AMPS
FISCAL YEAR ENDING SEPTEMBER 30, 2016**



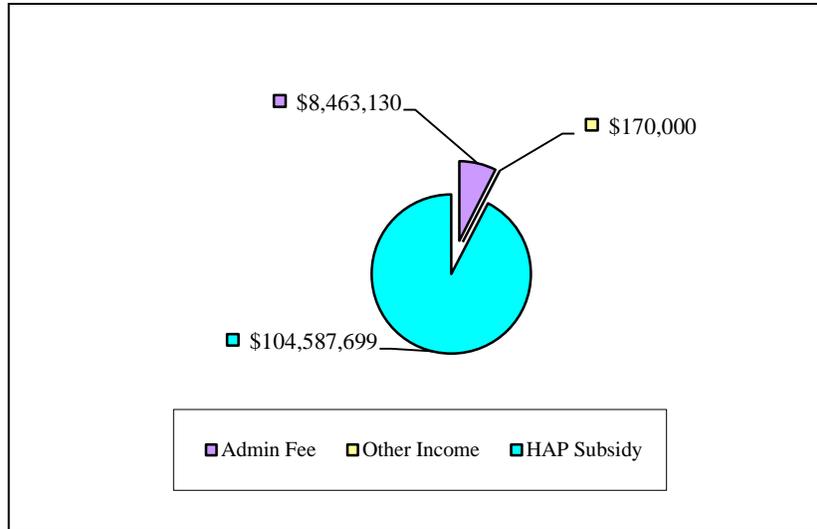
Rental Income represents 30% of total LIPH receipts, Other Income (Includes amount from Interest for Other Programs) represents 1% of total LIPH receipts, and Operating Subsidy from HUD represents 69% of total LIPH –AMPS receipts.

**BREAKDOWN OF INCOME SOURCES – CENTRAL OFFICE COST CENTER (CCOC)
FISCAL YEAR ENDING SEPTEMBER 30, 2016**



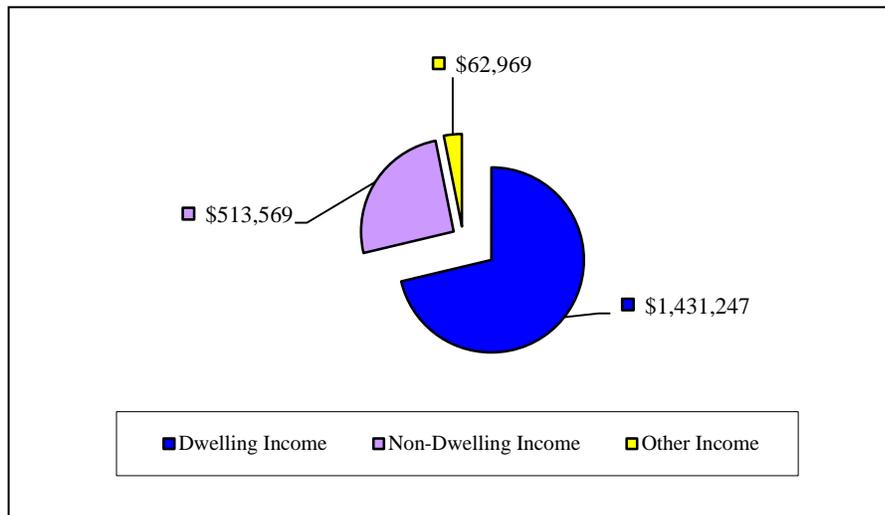
Management Fees Income represents 74% of total Central Office Cost Center (CCOC) receipt, Other Income (includes interest income and other income) represents 3% of total CCOC receipts, Fee for Service income totals 4%, and Frontline income represents 19% of total CCOC receipts.

**BREAKDOWN OF INCOME SOURCES – HOUSING CHOICE VOUCHER PROGRAM
FISCAL YEAR ENDING SEPTEMBER 30, 2016**



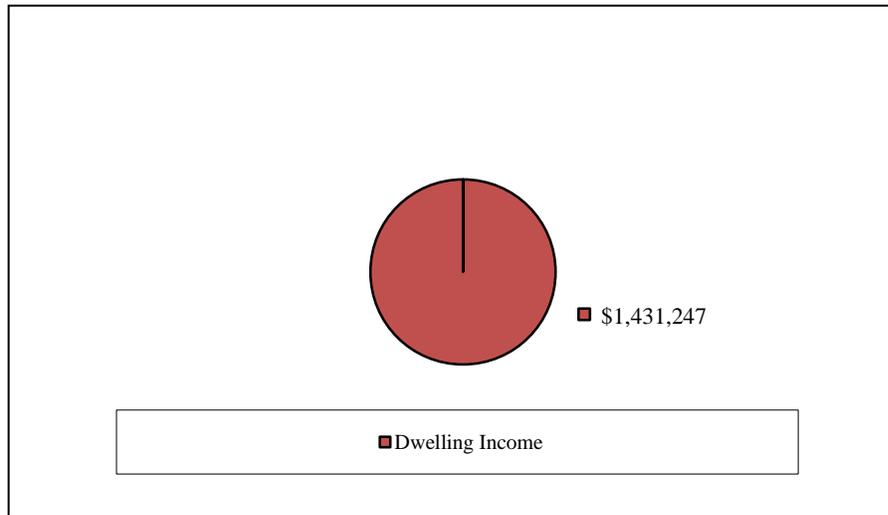
Administrative Fees represent 7% of total Housing Choice Voucher Program receipts, Other Income represents less than 1% of total Housing Choice Voucher receipts, and HAP Subsidy from HUD represents 92% of total Housing Choice Voucher Program receipts.

**BREAKDOWN OF INCOME SOURCES – AFFORDABLE HOUSING PROGRAM
FISCAL YEAR ENDING SEPTEMBER 30, 2016**



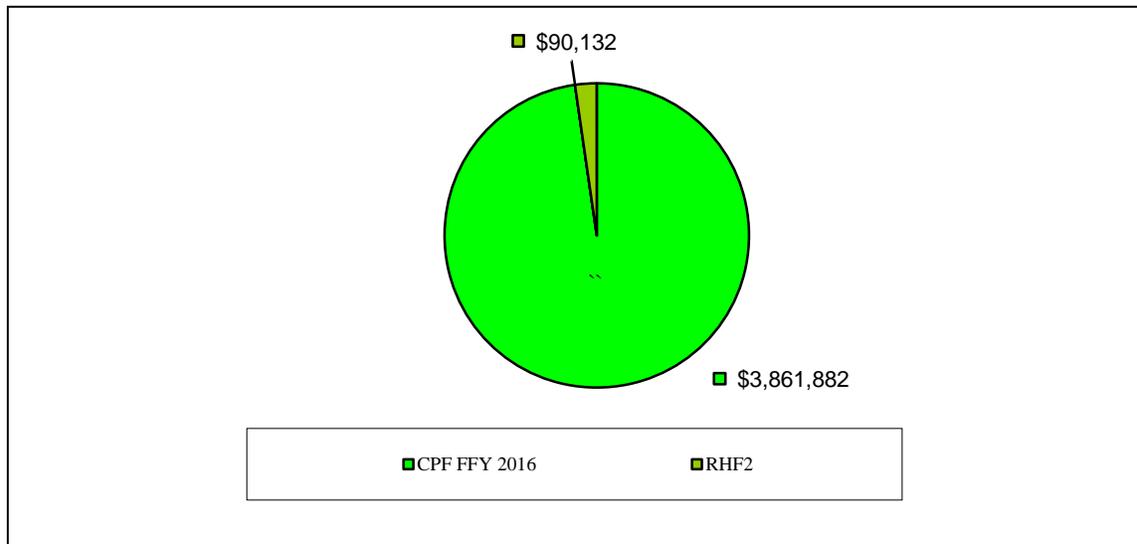
Dwelling Income represents 87% of total Affordable Housing receipts, Non-Dwelling Income represents 11% of total Affordable Housing receipts, and Other Income represents 1% of total Affordable Housing receipts.

**BREAKDOWN OF INCOME SOURCES – NEIGHBORHOOD STABILIZATION PROGRAM
FISCAL YEAR ENDING SEPTEMBER 30, 2016**



Dwelling Income represents 100% of total Neighborhood Stabilization Program’s receipts.

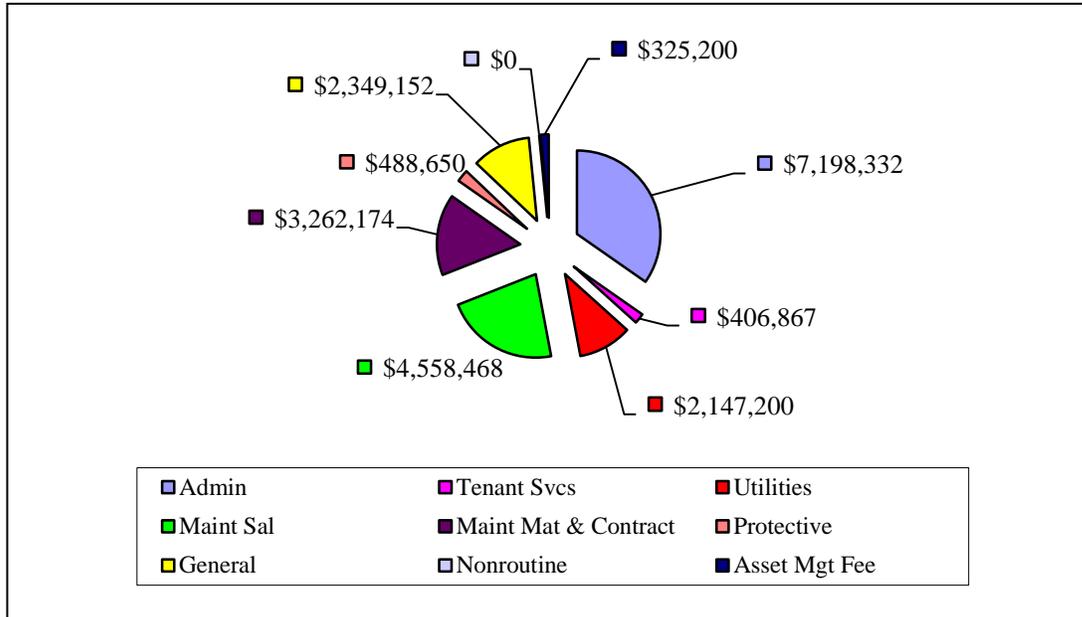
INCOME FROM SPECIAL REVENUE FUNDS



All special revenue funds are from HUD FFY 2016 and are awarded during the PHA’s FY 2016 based on budgets submitted with this plan. Of special revenue funds, the Capital Fund Program represents 298% of funding; the Replacement Housing Factor II represents 2%. Total special revenue funds are \$3,952,014 resulting in total agency income for FY 2016 of \$150,419,446.

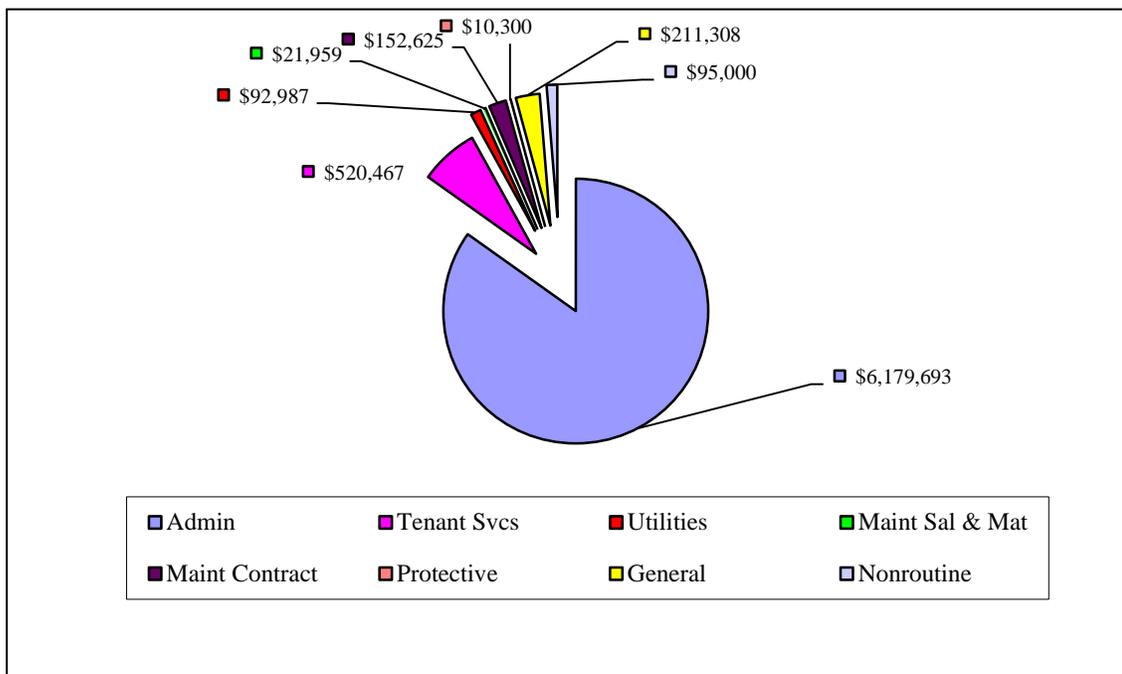
Estimated Expenditures – Public Housing Program-AMPS

FISCAL YEAR ENDING SEPTEMBER 30, 2016



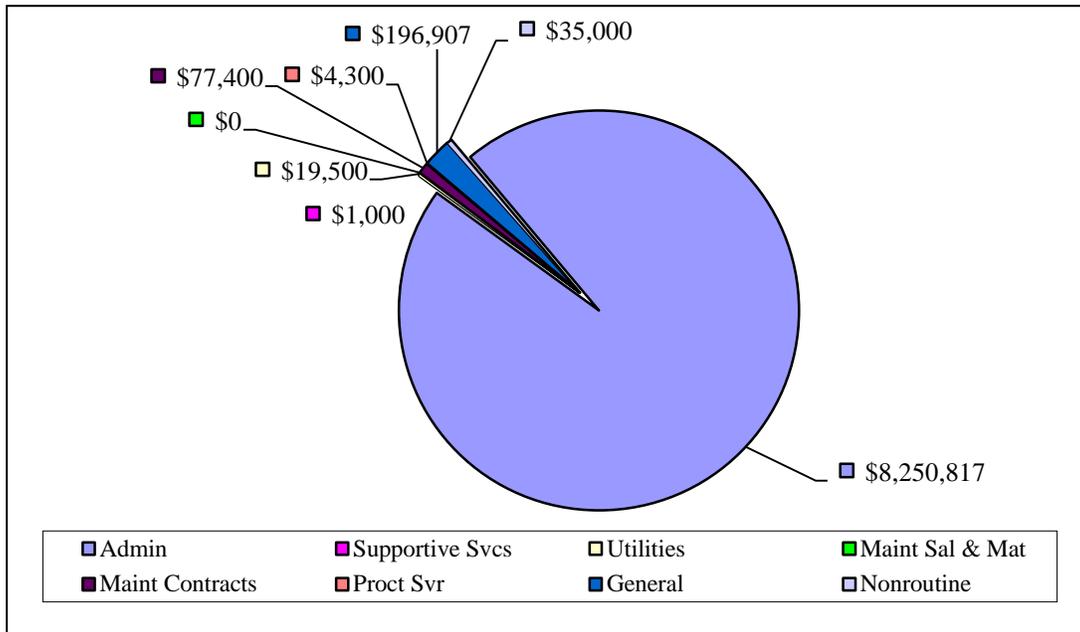
Estimated Expenditures – Central Office Cost Center-COCC

FISCAL YEAR ENDING SEPTEMBER 30, 2016



Estimated Expenditures – Housing Choice Voucher Program

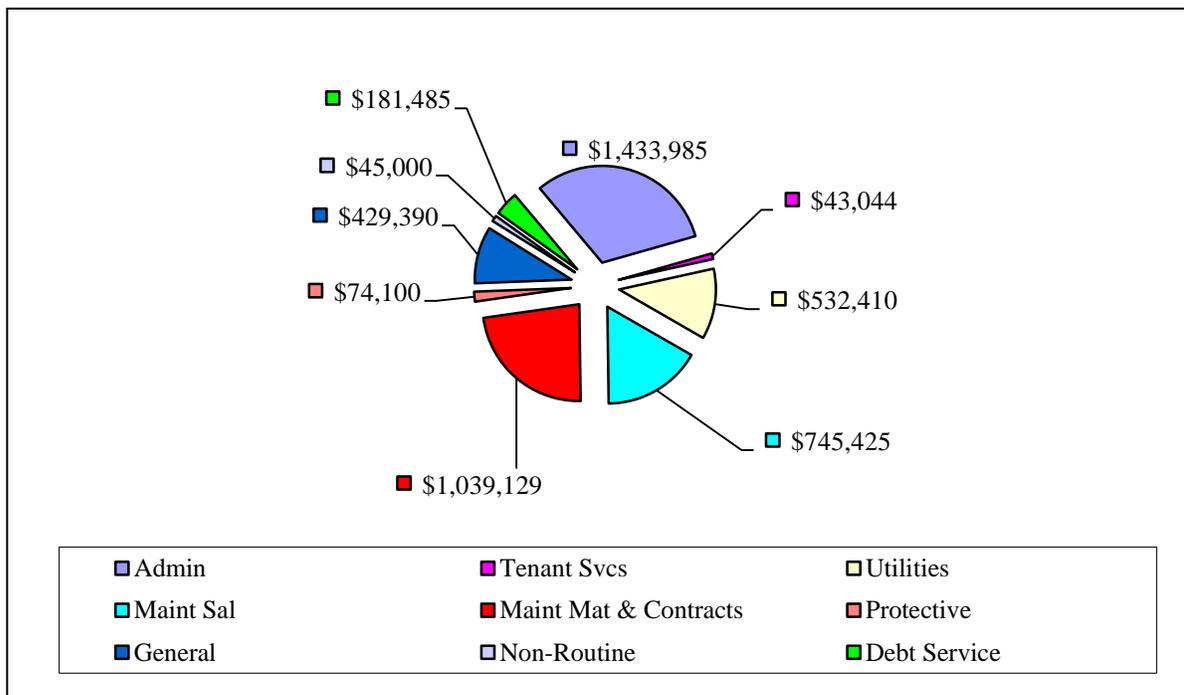
FISCAL YEAR ENDING SEPTEMBER 30, 2016



The above Housing Choice Voucher Program expenditures do not include \$104,587,699 in HAP Payments that should be included under the General Expense line above.

Estimated Expenditures – Affordable Housing Program

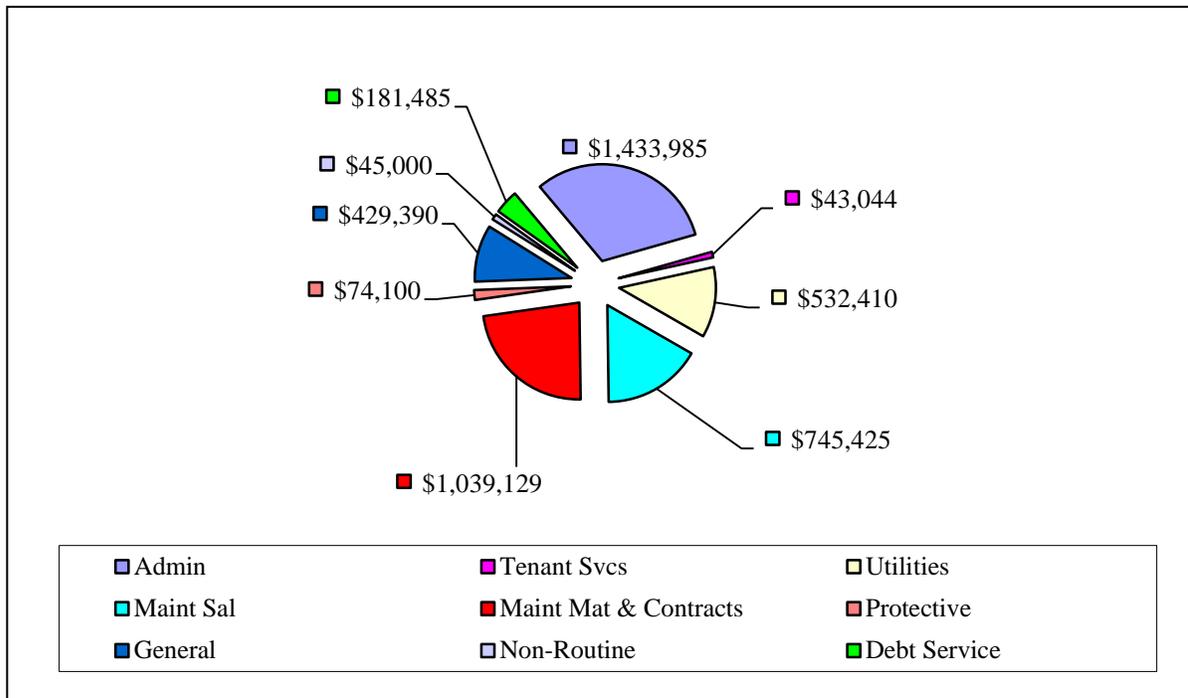
FISCAL YEAR ENDING SEPTEMBER 30, 2016



The above Affordable Housing expenditures are based on the FY 2016 budget.

Estimated Expenditures – NEIGHBORHOOD STABILIZATION Program

FISCAL YEAR ENDING SEPTEMBER 30, 2016



The above Neighborhood Stabilization Program expenditures are based on the FY 2016 budget.

TAB 5

Southern Nevada Regional Housing Authority
Agency Plan FY ~~2016-2020~~ 2017-2021

ELIGIBILITY, SELECTION & ADMISSIONS POLICY

All updates to the Admin. Plan and ACOP are located in TAB 21 (HUD 50075).

DRAFT

TAB 6

Rent Determination Policy

There are no changes in this section.

DRAFT

TAB 7

OPERATIONS AND MANAGEMENT

- A. Preventive Maintenance Plan – NO CHANGES
- B. Emergency Maintenance Policy – NO CHANGES
- C. Master Charge Sheet – NO CHANGES
- D. Resident Advisory Board Members
Resident Council Board Members
- E. Resident Advisory Board Policy and By-Laws – NO CHANGES
- F. Resident Board Member Appointment Procedures – NO CHANGES

A

B

C

D

Southern Nevada Regional Housing Authority Resident Leadership

Resident Advisory Board

| | |
|-----------------|-------------------|
| President | Theresa Culbreath |
| Vice-President | Sandra LeBlanc |
| Treasurer | Frank Woods |
| Parliamentarian | Christina Johnson |
| Member | Alberto Estremera |

Resident Council Officers

Archie Grant Park Resident Council

| | |
|--------------------|-------------------|
| President | Dolores Aguslia |
| 1st Vice President | Cecelia Harper |
| 2nd Vice President | Elisabeth Pearson |
| Secretary | Caroline Simmons |
| Treasurer | Vacant |

Arthur Sartini Plaza Resident Council

| | |
|--------------------|--------------------|
| President | Karen Sullivan |
| 1st Vice President | Julia Hall |
| Secretary | Jacqueline Massaro |
| Treasurer | Judith Clinton |
| Sergeant @ Arms | Valerie Anderson |
| Parliamentarian | Haywood Carter |

Dorothy Kidd Park Resident Council

| | |
|--------------------|---------------|
| President | Cecilia James |
| 1st Vice President | Bill Rushing |
| Secretary | Osa Billstrom |
| Treasurer | Ruth Stobin |

Espinoza Terrace Resident Council

| | |
|----------------|--------------------|
| President | Alberto Estremera |
| Vice President | Forrest Carter |
| Treasurer | Virginia Dela Pena |
| Secretary | Dona Robertson |
| Alternate | Zeke O'Leary |
| Alternate | Katherine McMullan |
| Sunshine | Dodie Eason |

Harry Levy Gardens Resident Council

| | |
|--------------------|------------------|
| President | Giovanni Wilyama |
| 1st Vice President | Michael Biddle |
| 2nd Vice President | Paul Beckwith |
| Secretary | Otis Tramble |
| Treasurer | Thomas Windley |

Hullum/Jones Resident Council

| | |
|--------------------|------------------|
| President | June Jackson |
| 1st Vice President | Donna Sterline |
| 2nd Vice President | Nellie Bean |
| Secretary | Vacant |
| Treasurer | William Flanagan |
| Sergeant @ Arms | Vacant |

James Down Towers Resident Council

| | |
|--------------------|----------------|
| President | Don Oberlander |
| 1st Vice President | Joseph Scuto |
| 2nd Vice President | Vacant |
| Secretary | Ethel Buri |
| Treasurer | Mark Matulis |
| Sergeant @ Arms | Vacant |

Lubertha Johnson Resident Council

| | |
|--------------------|----------------|
| President | Sandra LeBlanc |
| 1st Vice President | Vacant |
| 2nd Vice President | Vacant |
| Secretary | Nivia Martinez |
| Treasurer | Terry Guntrum |
| Sergeant @ Arms | Vacant |

Southern Nevada Regional Housing Authority

Resident Leadership

Resident Council Officers

Marble Manor Resident Council

| | |
|--------------------|-------------------|
| President | Vacant |
| 1st Vice President | Vacant |
| 2nd Vice President | Phyllis Carpenter |
| Secretary | Vacant |
| Treasurer | Vacant |

Marion Bennett Plaza Resident Council

| | |
|--------------------|--------|
| President | Vacant |
| 1st Vice President | Vacant |
| 2nd Vice President | Vacant |
| Secretary | Vacant |
| Treasurer | Vacant |
| Sergeant @ Arms | Vacant |

Otto Merida Resident Council

| | |
|--------------------|--------|
| President | Vacant |
| 1st Vice President | Vacant |
| 2nd Vice President | Vacant |
| Secretary | Vacant |
| Treasurer | Vacant |
| Sergeant @ Arms | Vacant |

Robert Gordon Resident Council

| | |
|--------------------|----------------|
| President | Diane Stamps |
| 1st Vice President | Vacant |
| 2nd Vice President | Clifton Cooper |
| Secretary | Diane Crawford |
| Treasurer | Vacant |

Rose Gardens Resident Council

| | |
|-----------------|-------------------|
| President | Lona Richards |
| Vice President | William McCracken |
| Secretary | Leslie Howell |
| Treasurer | Barry Libby |
| Parliamentarian | Kent Butler |

Rulon Earl Resident Council

| | |
|--------------------|--------------------|
| President | Aaron Rhodes |
| 1st Vice President | Bernice West |
| 2nd Vice President | Dorothy Tinoco |
| Secretary | Anna Marie Beasley |
| Treasurer | Shirlie Goodar |
| Parliamentarian | JoAnn Nelson |

Schaffer Heights Resident Council

| | |
|-----------|----------------|
| Chair | Donna Vetterol |
| Co-Chair | Richard Gines |
| Secretary | Edith Pagoni |
| Treasurer | Shirlene Reese |
| Sunshine | Vacant |
| Sunshine | Mike Clifton |
| Alternate | Jim Hoyt |
| Alternate | Vacant |

Sherman Gardens Resident Council

| | |
|--------------------|------------------|
| President | Fred Bousley |
| 1st Vice President | Monique Franklin |
| Secretary | Daphne Young |
| Treasurer | David Kline |
| Sargeant @ Arms | Vacant |

Vera Johnson B Resident Council

| | |
|-----------|--------|
| President | Vacant |
| Secretary | Vacant |
| Treasurer | Vacant |

E

F

TAB 8

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

GRIEVANCE PROCEDURES

NO CHANGES

DRAFT

TAB 9

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY CAPITAL IMPROVEMENT PLAN

This section of the Agency Plan contains the required documentation for the submission of the Authority's Capital Plan Performance and Evaluation Reports for the period ending March 31, ~~2015~~ 2016. The following documents are included in **this section TAB 21, Section B.7, Attachment E:**

Budgets:

~~FY2015-FY2019- FY2016-2020~~ Five-Year Action Plan

FFY 2016 Capital Fund Program Budget (Grant # NV39P018501-16)
FFY 2016 Replacement Housing Factor - 2nd Increment (Grant # NV39R018502-16)

~~FFY 2015 Capital Fund Program Budget (Grant # NV39P018501-15)
FFY 2015 Replacement Housing Factor - 1st Increment (Grant # NV39R018501-15)
FFY 2015 Replacement Housing Factor - 2nd Increment (Grant # NV39R018502-15)~~

Performance and Evaluation Reports

FFY 2015 Capital Fund Program Budget (Grant # NV39P018501-15)
FFY 2015 Replacement Housing Factor - 1st Increment (Grant # NV39R018501-15)
FFY 2015 Replacement Housing Factor - 2nd Increment (Grant # NV39R018502-15)
FFY 2014 Capital Fund Program Budget (Grant # NV39P018501-14)
FFY 2014 Replacement Housing Factor - 1st Increment (Grant # NV39R018501-14)
FFY 2014 Replacement Housing Factor - 2nd Increment (Grant # NV39R018502-14)
FFY 2013 Capital Fund Program Budget (Grant # NV39P018501-13)
~~FFY 2012 Capital Fund Program Budget (Grant # NV39P018501-12)~~

Based on the results of the Physical Needs Assessment, the Capital Fund Budgets has been revised to reflect the improvements identified in the report.

SNRHA may seek HUD approval to implement a **Force Account** to perform vacancy reduction duties as well as select other capital improvement duties. The initiative will reduce the need for contractors; create new jobs of which one or more qualified residents will be hired to promote economic self-sufficiency.

New development initiatives utilizing the Mixed-Finance Concept may be pursued for the development of Public Housing (ACC) units. Public Housing Replacement Funds may be considered and utilized as a source of funds for multiple projects.

The SNRHA is also planning to submit a **Capital Fund Financing Program (CFFP)** application, within the next five years, to assist with modernization and/or development activities.

Disposition Proceeds obtained from any disposition of the Authority's properties may be considered and utilized in future development initiatives of Public Housing (ACC) and affordable (Non-ACC) units.

TAB 10

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
DEMOLITION AND DISPOSITION PLAN**

The Housing Authority continues considering all public housing properties for demolition and disposition through Mixed Finance or Conversion under the Rental Assistance Demonstration (RAD) Program

Attached, for your reference, is the Updated Repositioning Strategy Assessment from the December 15, 2014 Portfolio Analysis and Updated Recommendations Report prepared by EJP Consulting Group, LLC and Praxis Consulting Group, LLC.

DRAFT

**Southern Nevada Regional Housing Authority
Updated Repositioning Strategy**

Assessment Highlights--Public Housing

| PROPERTY | AMP # | Dev. Type | # Units | Year Built | Tenant Rent | Subsidy | Operating Cost | Capital Needs | Neighborhood | Time Frame * | Finance Strategy | Notes |
|----------|-------|-----------|---------|------------|-------------|---------|----------------|---------------|--------------|--------------|------------------|-------|
|----------|-------|-----------|---------|------------|-------------|---------|----------------|---------------|--------------|--------------|------------------|-------|

ELDERLY PROPERTIES

| | | | | | | | | | | | | | |
|--------------------------|-----|-----------------------------------|-----|------|---------|---------|---------|---------|------------|---------------------|-----------------------|--|----------------|
| Espinoza Terrace | 317 | Designated Elderly | 100 | 1973 | neutral | low | low | high | stable | Short (0-5 yrs) | 9% LIHTC | Good 9% candidate | 9% TC #2 |
| Sartini Plaza | 303 | Designated Elderly | 220 | 1983 | high | neutral | low | neutral | stable | Short (0-5 yrs) | Bonds/4% | potential RAD bundled with other senior high-rises | |
| Sartini Plaza Annex | 303 | Elderly / Disabled | 39 | 1984 | high | neutral | low | neutral | stable | Short (0-5 yrs) | Bonds/4% | potential RAD; bundled with other senior high-rises. | |
| James Down Towers | 307 | Designated Elderly | 200 | 1972 | high | neutral | neutral | neutral | stable | Short (0-5 yrs) | Bonds/4% | potential RAD bundled with other senior high-rises | |
| Archie Grant | 302 | Elderly / Disabled | 125 | 1963 | low | neutral | neutral | neutral | distressed | Short (0-5 yrs) | Dispo (North Portion) | Explore sale of North Portion of Site; Create replacement units elsewhere | 9% TC #3 |
| Rose Gardens | 320 | Designated Elderly | 120 | 1975 | high | low | neutral | high | distressed | Short (0-5 yrs) | Demo? | CNI Planning Grant; Study demo vs. rehab. / Create replacement housing elsewhere | |
| Schaffer Heights | 319 | Family (Lost Elderly Designation) | 75 | 1983 | neutral | low | low | neutral | stable | Short (0-5 yrs) | 9% LIHTC | Good 9% candidate | |
| Aida Brents | 301 | Elderly / Disabled | 24 | 1984 | low | high | neutral | neutral | neutral | Medium (6 - 10 yrs) | Bonds/4% | potential RAD; bundled with other senior high-rises | Bond Bundle #4 |
| Harry Levy Gardens | 306 | Designated Elderly | 150 | 1968 | high | neutral | neutral | low | stable | Medium (6 - 10 yrs) | Bonds/4% | potential RAD; bundled with other senior high-rises | |
| Lubertha Johnson Estates | 321 | Designated Elderly | 112 | 2012 | neutral | low | low | low | stable | Long (10+ yrs) | N/A | | |
| Marion D. Bennett, Sr. | 316 | Elderly / Disabled | 65 | 2010 | high | low | high | low | distressed | Long (10+ yrs) | N/A | | |

FAMILY PROPERTIES

| | | | | | | | | | | | | | |
|------------------------|-----|--------|-----|------|---------|------|---------|------|------------|-----------------|-----------|---|----------------|
| Landsman Gardens | 317 | Family | 100 | 1971 | neutral | low | low | low | stable | Short (0-5 yrs) | Bonds/4% | RAD, combined with bonds/4% credits in process | In Process |
| Vera Johnson Plaza "B" | 314 | Family | 112 | 1984 | low | high | high | low | neutral | Short (0-5 yrs) | 9% LIHTC | RAD, combined with 9% LIHTC in process | |
| Vera Johnson Plaza "A" | 313 | Family | 76 | 1984 | low | high | high | high | distressed | Short (0-5 yrs) | Cap Funds | Address through CFP 2014-6 | In Process |
| Biegger Estates | 319 | Family | 119 | 1985 | neutral | low | low | high | stable | Short (0-5 yrs) | 9% LIHTC | Good 9% candidate | |
| Hampton Court | 317 | Family | 100 | 1969 | neutral | low | low | high | stable | Short (0-5 yrs) | 9% LIHTC | Good 9% candidate | 9% TC #4 |
| Hullum Homes | 318 | Family | 59 | 1982 | high | low | neutral | high | distressed | Short (0-5 yrs) | Bonds/4% | potential RAD, bundled with other family developments | |
| Jones Gardens | 318 | Family | 90 | 1984 | high | low | neutral | high | distressed | Short (0-5 yrs) | Bonds/4% | potential RAD, bundled with other family developments | Bond Bundle #2 |

**Southern Nevada Regional Housing Authority
Updated Repositioning Strategy**

Assessment Highlights--Public Housing

| PROPERTY | AMP # | Dev. Type | # Units | Year Built | Tenant Rent | Subsidy | Operating Cost | Capital Needs | Neighborhood | Time Frame * | Finance Strategy | Notes |
|---------------------------|-------|-----------|---------|------------|-------------|---------|----------------|---------------|--------------|---------------------|------------------|--|
| Sherman Gardens Annex | 309 | Family | 154 | 1965 | low | high | neutral | high | distressed | Medium (6 - 10 yrs) | Cap Funds | Maintain for now. Desireable low-density configuration. Look to replace in future. |
| Sherman Gardens | 312 | Family | 80 | 1974 | low | high | high | neutral | distressed | Medium (6 - 10 yrs) | Demo? | Study demo vs. rehab. / Find replacement housing elsewhere |
| Villa Capri | 312 | Family | 60 | 1964 | low | high | high | neutral | distressed | Medium (6 - 10 yrs) | Demo? | Study demo vs. rehab. / Find replacement housing elsewhere |
| Marble Manor | 308 | Family | 235 | 1952-62 | low | high | high | neutral | distressed | Medium (6 - 10 yrs) | Cap Funds | Maintain for now. Desireable low-density configuration. Look to replace in future. |
| Ernie Cragin Terrace | 304 | Family | 40 | 1965 | low | high | high | low | neutral | Long (10+ yrs) | N/A | |
| Marble Manor Annex | 309 | Family | 20 | 1959 | low | high | neutral | high | distressed | Long (10+ yrs) | Disposition | Appropriate for commercial development in future; MLK location |
| Otto Merida Desert Villas | 315 | Family | 60 | 2007 | high | low | low | low | neutral | Long (10+ yrs) | N/A | |
| Simmons Manor | 319 | Family | 61 | 2002 | neutral | low | low | neutral | stable | Long (10+ yrs) | N/A | |

SCATTERED SITE PROPERTIES

| | | | | | | | | | | | | |
|-----------------------------|-----|-----------|-----|-----------|---------|---------|---------|---------|-----|---------------------|----------|--|
| Scattered Sites | 310 | Scattered | 46 | 1955-89 | high | high | high | high | N/A | Short (0-5 yrs) | Cap Fund | Create incentive program through transfer policy; continue FSS program for HO; selectively identify units for disposition. |
| Scattered Sites | 311 | Scattered | 162 | 1984-2000 | high | neutral | high | neutral | N/A | Medium (6 - 10 yrs) | Cap Fund | Create incentive program through transfer policy; continue FSS program for HO; selectively identify units for disposition. |
| Scattered Sites | 318 | Scattered | 138 | | high | low | neutral | neutral | N/A | Medium (6 - 10 yrs) | Cap Fund | Create incentive program through transfer policy; continue FSS program for HO; selectively identify units for disposition. |
| Scattered Sites / Henderson | 319 | Scattered | 40 | | neutral | low | low | high | N/A | Medium (6 - 10 yrs) | Cap Fund | Create incentive program through transfer policy; continue FSS program for HO; selectively identify units for disposition. |

TAB 11

Southern Nevada Regional Housing Authority
Agency Plan FY ~~2016-2020~~ 2017-2021

DESIGNATION OF HOUSING FOR ELDERLY AND DISABLED

There are no proposed changes to SNRHA Designation of Housing for Elderly and Disabled for this Fiscal Year.

DRAFT

TAB 12

Southern Nevada Regional Housing Authority
Agency Plan FY ~~2016-2020~~ 2017-2021

Conversion of Public Housing

There are no changes in this section.

DRAFT

TAB 13

Home Ownership

There are no changes in this section.

DRAFT

TAB 14

COMMUNITY SERVICE
AND
SELF SUFFICIENCY

There are no changes in this section.

DRAFT

TAB 15

Safety and Crime Prevention

There are no changes in this section.

DRAFT

TAB 16

Pet Ownership

There are no Changes to this Section.

DRAFT

TAB 17

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

CIVIL RIGHTS CERTIFICATION

This Housing Authority complies with all program requirements established by the U.S. Department of Housing and Urban Development that implement the civil rights laws listed below:

- Title VI of the Civil Rights Act of 1964, which prohibits discrimination based on race, color or national origin in programs receiving Federal financial assistance;
- Title VIII of the Civil Rights Act of 1968, which prohibits discrimination based on race, color, religion, national origin or sex in the sale, rental or advertising of housing;
- Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination based on handicap in programs receiving Federal financial assistance;
- The Age Discrimination Act of 1975, which prohibits discrimination based on age in programs receiving Federal financial assistance; and
- Executive Order 11063, which requires HUD to take whatever action is necessary to prohibit discrimination, based on race, color, national origin, religion (creed) or sex in housing receiving Federal financial assistance.

All of the Housing Authority's occupancy policies including the Admissions and Continued Occupancy Policy (ACOP), the Section 8 Administrative Plan, the Dwelling Lease and the Grievance Procedure all comply with HUD requirements and the legislative intent associated with these laws.

TAB 18

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

ANNUAL AUDIT

Enclosed is a copy of FY~~2013~~ 2014 Annual Audit for the Southern Nevada Regional Housing Authority. FY~~2014~~ 2015 Annual Audit is due to HUD by September 30, ~~2015~~ 2016.

DRAFT

**SOUTHERN NEVADA REGIONAL
HOUSING AUTHORITY
Las Vegas, Nevada**

**BASIC FINANCIAL STATEMENTS
September 30, 2014**

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Independent Auditors' Report

Board of Commissioners
Southern Nevada Regional Housing Authority
Las Vegas, Nevada

Report on the Financial Statements

We have audited the accompanying financial statements of the enterprise fund and the aggregate discretely presented component units of the Southern Nevada Regional Housing Authority (the Authority), as of and for the year ended September 30, 2014, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the enterprise fund and the aggregate discretely presented component units of the Authority as of September 30, 2014, and the respective changes in its financial position and, when applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 4 through 11 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The financial data schedules, project financial data schedules and statement and certification of program costs are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements.

The financial data schedules, project financial data schedules, statement and certification of program costs and schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the financial data schedules, project financial data schedules, statement and certification of program costs and schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 24, 2015 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Baltimore, Maryland

June 24, 2015

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

This section of the Southern Nevada Regional Housing Authority's (the Authority) financial report presents management's analysis of the Authority's financial performance during the year ended September 30, 2014.

FINANCIAL HIGHLIGHTS AND CONCLUSIONS

At September 30, 2014, total assets were \$198,795,044 and liabilities were \$14,811,058; thus total net position was \$183,983,986. The unrestricted net position was \$20,666,461; therefore there was an adequate amount to meet the Authority's future operational needs. Total revenues and expenses were \$153,302,415 and \$151,338,202, respectively.

REQUIRED FINANCIAL STATEMENTS

The financial statements of the Authority report information using accounting methods similar to those used by private sector companies (Enterprise Fund).

The Statement of Net Position (Balance Sheet) includes all of the Authority's assets and liabilities and provides information about the amounts and investments in assets and the obligations to Authority creditors. It also provides a basis of assessing the liquidity and financial flexibility of the Authority. Over time, increases or decreases in net position may serve as a useful indicator of the financial health of the Authority.

The current year's revenues, expenses, and changes in net position are accounted for in the Statement of Revenues, Expenses and Changes in Net Position. This statement reports the Authority's operating and non-operating revenue, by major sources, along with operating and non-operating expenses and capital contributions.

The Statement of Cash Flows provides information about the Authority's cash receipts and disbursements during the reporting period. The statement reports net changes in cash resulting from operations, investing activities and capital related activities.

FINANCIAL ANALYSIS OF THE AUTHORITY

The Statement of Net Position and the Statement of Revenues, Expenses and Changes in Net Position report information about the Authority's activities and are summarized in the following sections.

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

To begin our analysis, a summary of the Authority's Statement of Net Position is presented in Table I.

**Statement of Net Position
TABLE I**

| | September 30, 2014 | September 30, 2013 |
|---|-------------------------------|-------------------------------|
| Current and other assets | \$ 22,707,454 | \$ 24,984,136 |
| Capital assets | 158,915,607 | 163,458,779 |
| Noncurrent assets | 17,171,983 | 9,795,617 |
| Total Assets | \$ 198,795,044 | \$ 198,238,532 |
| Current liabilities | \$ 4,774,688 | \$ 5,199,603 |
| Noncurrent liabilities | 10,036,370 | 11,019,156 |
| Total Liabilities | 14,811,058 | 16,218,759 |
| Invested in capital assets, net of related debt | 156,439,397 | 160,811,340 |
| Restricted net assets | 6,878,128 | 9,005,311 |
| Unrestricted net assets | 20,666,461 | 12,203,122 |
| Total Net Position | 183,983,986 | 182,019,773 |
| Total Liabilities & Net Position | \$ 198,795,044 | \$ 198,238,532 |

Total Assets increased by \$556,512 from FY 2013. Other Non-current Assets increased by \$7,376,366.

Current and Other Assets decreased by \$2,276,682 from \$24,984,136 to \$22,707,454 for the year. The decrease was attributed mainly to the Housing Choice Voucher program housing assistance payments' expense exceeded the program funding during the year; thereby decreasing the amount of restricted cash. In addition, operating reserves were used to cover the loss recognized in the Low Rent program.

The Authority's **Capital Assets** decreased by \$4,543,172 during the FY 2014 due to the disposition of assets and current year depreciation exceeding the additions to capital outlay.

While the Statement of Net Position shows the change in financial position, the Statement of Revenues, Expenses, and Changes in Net Position is designed to show the results of operations of the financial position for the year.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014

Table II provides a statement of these results.

Statement of Revenues, Expenses and Changes in Net Position
TABLE II

| | <u>September 30, 2014</u> | <u>September 30, 2013</u> |
|------------------------------|-------------------------------|-------------------------------|
| Tenant revenue | \$ 11,013,410 | \$ 10,023,163 |
| Grant funding | 133,752,328 | 132,920,682 |
| Investment income | 125,101 | 138,615 |
| Interest income | 270 | 18,927 |
| Other income | 8,411,306 | 2,740,550 |
| Total Revenue | <u>153,302,415</u> | <u>145,841,937</u> |
| Administration | 16,850,559 | 20,735,921 |
| Tenant services | 2,957,739 | 2,299,124 |
| Utilities | 3,479,564 | 3,174,273 |
| Maintenance | 10,547,651 | 10,016,658 |
| Protective services | 542,654 | 470,016 |
| General expense | 2,332,177 | 3,546,354 |
| Housing assistance pmt. | 102,846,805 | 101,933,973 |
| Depreciation | 10,245,364 | 10,059,835 |
| Interest expense | 419,678 | 289,566 |
| Other non-operating expenses | 1,116,011 | 699,351 |
| Total Expenses | <u>151,338,202</u> | <u>153,225,071</u> |
| Change in net position | 1,964,213 | (7,383,134) |
| Beginning net position | <u>182,019,773</u> | <u>189,402,907</u> |
| Ending Net Position | <u>\$ 183,983,986</u> | <u>\$ 182,019,773</u> |

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

Table III provides a Statement of Revenues, Expenses and Changes in Net Position by program.

Statement of Revenues, Expenses and Changes in Net Position – By Program

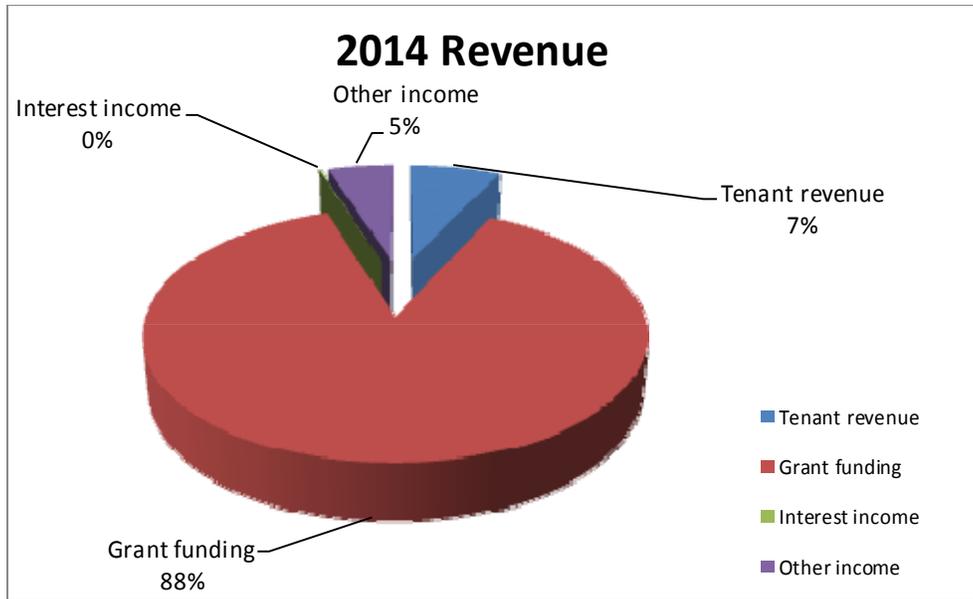
TABLE III

| | LRPH & CFP | HCVP | Business Activity | Other Programs | Elimination | Total |
|-------------------------------|-----------------------|-----------------------|------------------------------|---------------------------|--------------------|---------------------|
| Tenant revenue | \$ 5,517,422 | \$ - | \$ 5,495,988 | \$ - | \$ - | \$ 11,013,410 |
| Grant funding | 21,325,893 | 103,673,756 | 111 | 9,600,918 | - | 134,600,678 |
| Interest income | - | 3,464 | 80,682 | 41,225 | - | 125,371 |
| Other income | 2,166,018 | 3,219,486 | 1,779,848 | 8,769,623 | (8,372,019) | 7,562,956 |
| Total Revenue | 29,009,333 | 106,896,706 | 7,356,629 | 18,411,766 | (8,372,019) | 153,302,415 |
| Administration | 8,408,107 | 7,252,114 | 2,212,286 | 7,350,071 | (8,372,019) | 16,850,559 |
| Tenant service | 300,015 | 750,380 | 74,270 | 1,833,074 | - | 2,957,739 |
| Utilities | 2,679,094 | 31,232 | 675,572 | 93,666 | - | 3,479,564 |
| Maintenance | 6,555,655 | 64,986 | 2,289,183 | 1,637,827 | - | 10,547,651 |
| General expense | 2,769,370 | 277,122 | 1,088,764 | 275,264 | - | 4,410,520 |
| HAP | - | 101,734,710 | - | 1,112,095 | - | 102,846,805 |
| Depreciation | 8,667,937 | 74,590 | 1,283,663 | 219,174 | - | 10,245,364 |
| Total Expense | 29,380,178 | 110,185,134 | 7,623,738 | 12,521,171 | (8,372,019) | 151,338,202 |
| Change in Net Position | \$ (370,845) | \$ (3,288,428) | \$ (267,109) | \$ 5,890,595 | \$ - | \$ 1,964,213 |

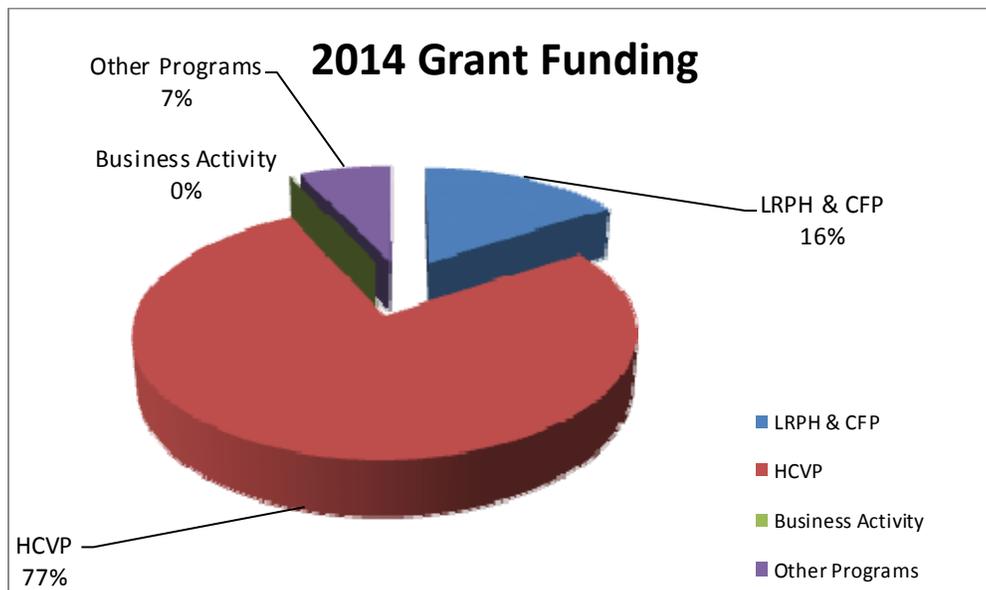
**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

REVENUES

In reviewing the Statement of Revenues, Expenses, and Changes in Net Position, you will find that 88% of the Authority's revenues are derived from grants from the Department of Housing and Urban Development and other governmental agencies. The Authority receives revenue from tenants for dwelling rental charges and miscellaneous charges of 7% of total revenue. Other Revenue including interest from investments comprises the remaining 5%.



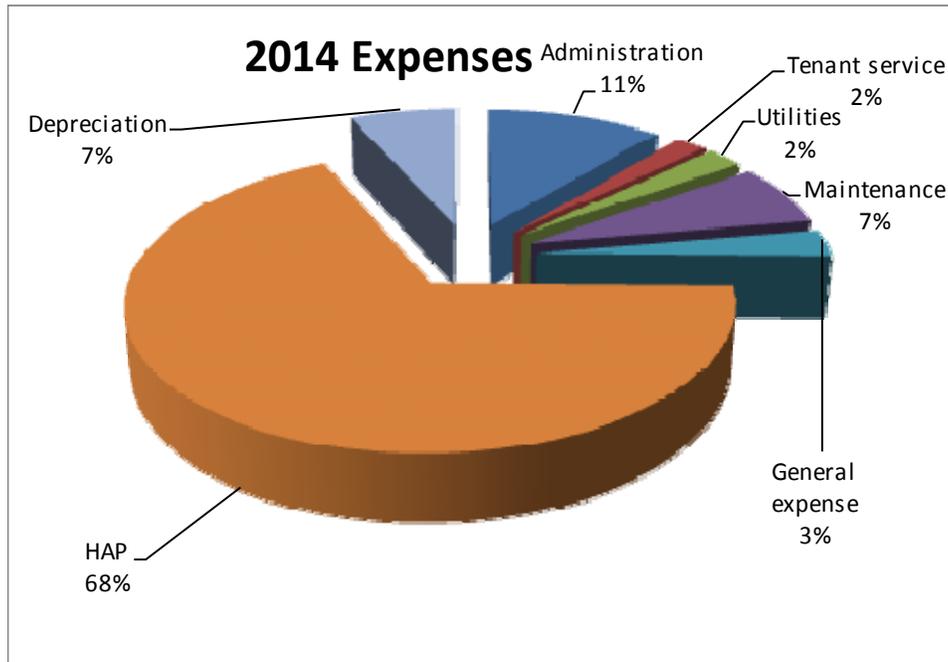
GRANT REVENUE



**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

EXPENSES

The highlights of the expenses for the current period are as follows:



CAPITAL ASSETS

At September 30, 2014 the Authority had invested \$158,915,607 in various capital assets as listed in the following schedule.

**Combined Statement of Capital Assets
TABLE IV**

| | September 30, 2014 | September 30, 2013 |
|-----------------------------|-------------------------------|-------------------------------|
| Land | \$ 20,750,503 | \$ 20,704,653 |
| Construction in process | 679,432 | 4,549,569 |
| Building and improvements | 286,595,577 | 282,823,456 |
| Furniture and equipment | 4,832,959 | 4,956,815 |
| | <u>312,858,471</u> | <u>313,034,493</u> |
| Accumulated depreciation | <u>(153,942,864)</u> | <u>(149,575,714)</u> |
| Total Capital Assets | <u>\$ 158,915,607</u> | <u>\$ 163,458,779</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014

LONG-TERM DEBT ACTIVITY

The Notes to Financial Statements, Note 8, gives the details of the long-term debt activity. During the year the Authority acquired no new debt obligations. The total notes payable outstanding at September 30, 2014 was \$7,480,330.

A summary of the Authority's debt as of September 30, 2014 was as follows:

| | <u>2014</u> | <u>2013</u> |
|-------------------|---------------------|---------------------|
| Current portion | \$ 286,167 | \$ 300,323 |
| Long-term portion | <u>7,194,163</u> | <u>7,483,292</u> |
| Total | <u>\$ 7,480,330</u> | <u>\$ 7,783,615</u> |

ECONOMIC FACTORS AND EVENTS AFFECTING OPERATIONS

Several factors may affect the financial position of the Authority in the subsequent fiscal year. These factors include:

The 2014 prorated funding level was 88.79% compared to the prior year of 81.86%, which is an increase of 6.93 percent. The 2015 prorated operating subsidy funding level is anticipated to be approximately 85%. The funding proration for the Housing Assistance Payment (HAP) 2014 was 99.7%; whereas, the Administrative Fee proration was 79%. The HCV's funding for 2015 is at 101.25% for HAP, but the Administrative Fee proration remains at 79%. Overall, HUD's funding had been consistently lower than one-hundred percent forcing the Authority to use operating reserves. The Authority continues to find strategies to enhance its revenue stream and control expenses.

The Authority continues to comply with the HUD requirements of asset-based management since regionalization of the Southern Nevada Regional Housing Authority. The Authority has developed and maintained a system of budgeting and accounting for each asset management project (AMP) in a manner that will allow for analysis of the actual revenues and expenses associated with each property.

CONCLUSIONS

Overall, the Authority demonstrates a sound financial position. It has a management team committed to the mission of providing safe and decent housing to those in need. As the environment changes, the Authority will continue to seek ways to remain a viable organization and continue to operate at the highest standards established by the Real Estate Assessment Center and the Department of Housing and Urban Development.

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

REQUEST FOR INFORMATION

Should additional information be required or questions arise regarding this financial report, contact our office in writing at the following address:

Southern Nevada Regional Housing Authority
Attention: Director of Finance
5390 E. Flamingo Road
Las Vegas, Nevada 89122-5338

FINANCIAL STATEMENTS

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT OF NET POSITION
September 30, 2014

| | <u>Enterprise Fund</u> | <u>Discretely Presented Component Unit</u> |
|---|------------------------|--|
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash and cash equivalents | \$ 7,227,168 | \$ - |
| Restricted cash | 3,163,135 | - |
| Investments | 6,586,333 | - |
| Accounts receivable, net | 1,632,630 | - |
| Accounts receivable, HUD | 788,420 | - |
| Prepaid expenses | 2,137,686 | - |
| Inventories, net | <u>1,172,082</u> | <u>-</u> |
| Total current assets | <u>22,707,454</u> | <u>-</u> |
| NONCURRENT ASSETS | | |
| Notes receivable, net of allowance of \$1,142,874 | 13,831,646 | - |
| Capital assets, net | 158,915,607 | 16,302,016 |
| Notes receivable, other | 3,340,000 | - |
| Investment in joint venture | <u>337</u> | <u>-</u> |
| Total noncurrent assets | <u>176,087,590</u> | <u>16,302,016</u> |
| TOTAL ASSETS | <u>\$ 198,795,044</u> | <u>\$ 16,302,016</u> |
| LIABILITIES AND NET POSITION | | |
| CURRENT LIABILITIES | | |
| Accounts payable | \$ 3,445,943 | \$ - |
| Accrued liabilities | 384,707 | - |
| Accrued compensated absences, current portion | 522,789 | - |
| Unearned revenue | 135,082 | - |
| Current portion of long-term debt | <u>286,167</u> | <u>-</u> |
| Total current liabilities | <u>4,774,688</u> | <u>-</u> |
| NONCURRENT LIABILITIES | | |
| Long-term debt, less current portion | 7,194,163 | 15,453,666 |
| Accrued compensated absences, noncurrent portion | 2,091,159 | - |
| Other noncurrent liabilities | <u>751,048</u> | <u>-</u> |
| Total noncurrent liabilities | <u>10,036,370</u> | <u>15,453,666</u> |
| Total liabilities | <u>14,811,058</u> | <u>15,453,666</u> |
| NET POSITION | | |
| Net investment in capital assets | 156,439,397 | 848,350 |
| Restricted net position | 6,878,128 | - |
| Unrestricted net position | <u>20,666,461</u> | <u>-</u> |
| Total net position | <u>183,983,986</u> | <u>848,350</u> |
| TOTAL LIABILITIES AND NET POSITION | <u>\$ 198,795,044</u> | <u>\$ 16,302,016</u> |

The accompanying notes are an integral part of the financial statements.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN NET POSITION
Year Ended September 30, 2014

| | <u>Enterprise Fund</u> | <u>Discretely Presented Component Unit</u> |
|--|------------------------|--|
| OPERATING REVENUES | | |
| Rent | \$ 11,013,410 | \$ - |
| HUD subsidies | 123,657,719 | - |
| Mortgage interest income | 125,101 | - |
| Other revenue | 5,729,089 | - |
| Other governmental grants | <u>8,531,899</u> | <u>-</u> |
| Total operating revenues | <u>149,057,218</u> | <u>-</u> |
| OPERATING EXPENSES | | |
| Administration | 16,850,559 | - |
| Tenant services | 2,957,739 | - |
| Utilities | 3,479,564 | - |
| Maintenance | 10,547,651 | - |
| Protective services | 542,654 | - |
| General expenses | 2,332,177 | - |
| Housing assistance payments | <u>102,846,805</u> | <u>-</u> |
| Total operating expenses | <u>139,557,149</u> | <u>-</u> |
| Operating income before depreciation | 9,500,069 | - |
| Depreciation | <u>10,245,364</u> | <u>-</u> |
| Total operating loss | <u>(745,295)</u> | <u>-</u> |
| NON-OPERATING REVENUES (EXPENSES) | | |
| Gain on disposal of assets | 2,682,217 | - |
| Investment income | 270 | - |
| Interest expense | (419,678) | - |
| Casualty loss | (10,683) | - |
| Extraordinary maintenance | <u>(1,105,328)</u> | <u>-</u> |
| Total non-operating revenues (expenses) | <u>1,146,798</u> | <u>-</u> |
| Loss before capital contributions | 401,503 | - |
| Capital contributions | <u>1,562,710</u> | <u>848,350</u> |
| CHANGE IN NET POSITION | 1,964,213 | 848,350 |
| TOTAL NET POSITION, BEGINNING OF YEAR | <u>182,019,773</u> | <u>-</u> |
| TOTAL NET POSITION, END OF YEAR | <u>\$ 183,983,986</u> | <u>\$ 848,350</u> |

The accompanying notes are an integral part of the financial statements.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT OF CASH FLOWS
Year Ended September 30, 2014

| | Enterprise Fund |
|--|------------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Rental receipts | \$ 10,690,079 |
| HUD subsidies | 123,265,995 |
| Charges for services | 125,101 |
| Other governmental grants | 8,531,899 |
| Other revenue | 5,729,089 |
| Administration and general | (18,011,065) |
| Housing operations and tenant services | (21,287,209) |
| Housing assistance payments | (102,846,805) |
| Net cash provided by operating activities | 6,197,084 |
| CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES | |
| Acquisition of fixed assets | (7,737,479) |
| Casualty loss | (10,683) |
| Non-routine maintenance | (1,105,328) |
| Proceeds from sale of assets | 4,717,504 |
| Payment of notes payable | (303,311) |
| Capital contribution from HUD | 1,562,710 |
| Net cash used in capital financing activities | (2,876,587) |
| CASH FLOWS FROM INVESTING ACTIVITIES | |
| Net purchases of investments | (7,036,358) |
| Interest income | 270 |
| Interest expense | (419,678) |
| Net cash used in investing activities | (7,455,766) |
| NET DECREASE IN CASH AND CASH EQUIVALENTS | (4,135,269) |
| CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR | 14,525,572 |
| CASH AND CASH EQUIVALENTS, END OF YEAR | \$ 10,390,303 |
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Operating loss | \$ (745,295) |
| Adjustments to reconcile cash and cash equivalents provided by operating activities: | |
| Depreciation | 10,245,364 |
| Bad debt | 1,447,751 |
| Effects of changes in operating assets and liabilities: | |
| Accounts receivable | (1,784,476) |
| Due from other government agencies, net | (391,724) |
| Other assets | (1,470,097) |
| Investment in joint venture | (49) |
| Accounts payable | 42,673 |
| Accrued liabilities | (466,826) |
| Other liabilities | (693,631) |
| Unearned revenue | 13,394 |
| NET CASH PROVIDED BY OPERATING ACTIVITIES | \$ 6,197,084 |

The accompanying notes are an integral part of the financial statements.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Southern Nevada Regional Housing Authority (the Authority or SNRHA) was established effective January 1, 2010, in accordance with Nevada State law for the purpose of consolidating three housing authorities located in Southern Nevada. Las Vegas Housing Authority, Housing Authority of Clark County, and North Las Vegas Housing Authority were combined to form the Authority. On October 20, 2009, the Authority requested to enter into an Annual Contributions Contract (ACC) with the U.S. Department of Housing and Urban Development (HUD) effective January 1, 2010 to be the administrator of the housing and housing related programs described herein.

The Authority is a public body and a body corporate and politically organized under the laws of the State of Nevada as a tax-exempt quasi-governmental entity under the United States Housing Act of 1937 for the purpose of providing adequate housing for qualified low-income individuals. The Authority is not subject to Federal or State income taxes and is not required to file Federal or State income tax returns.

Reporting Entity

The accompanying combined financial statements include the accounts of all Authority operations for the year ended September 30, 2014. The criteria for including organizations as component units with the Authority's reporting entity, as set forth in Section 2100 of GASB's *Governmental Accounting and Financial Reporting Standards*, include the following:

- The organization is legally separate (can sue and be sued in its own name)
- The Authority holds the corporate powers of the organization
- The Authority appoints the voting majority
- The organization has the potential to impose a financial benefit/burden on the Authority
- There is fiscal dependency by the organization on the Authority

On the basis of application of these criteria, the Authority is a legally separate entity that is fiscally independent of other governments, and there are no other entities that are to be reported as component units of the Authority, except as noted below, nor is the Authority to be included in the City of Las Vegas, or Clark County's financial reports, therefore the Authority reports independently.

Development Corporations

The Development Corporations (the Corporations) operate exclusively for nonprofit purposes and were created to assist in carrying out housing projects for persons of eligible income. Housing projects undertaken, financed, or assisted by the Corporations and their related expenditures must be approved by the Authority. The Corporations are legally separate from the Authority, and are included as blended component units, since the Authority can significantly influence the programs, projects, or activities of, or the level of service performed by the Authority, and their boards of directors are substantially the same as the Authority.

The following Development Corporations are included as blended component units of the Authority:

- Affordable Housing Program, Inc.
- Honolulu Street Family Housing, Inc.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Real Estate Limited Partnerships

Landsman Family, LLC (the Company) – was formed on December 10, 2012 as a limited liability company under the laws of the State of Nevada, for the purpose of acquiring, owning, operating and financing a rental housing project known as Landsman Gardens (the project). The Company's partnership interests are held by third parties unrelated to the Authority, with the exception of the managing member, Landsman Family Manager, LLC, a Nevada Limited Liability Company, which is wholly owned by Affordable Housing Program, Inc., which is a blended component of the Authority. The Authority has certain rights and responsibilities, which enables it to impose its will on the Company. In accordance with GASB Statement No. 61, the Company is included as a discretely presented component unit in the financial statements.

Basis of Presentation

The Authority's accounts are maintained in accordance with the principles of enterprise fund accounting to ensure the observance of limitations and restrictions on the resources available, including those imposed by HUD. The funds of the Authority are all considered proprietary fund types and consolidate into one enterprise fund. The Authority is required to follow all statements of the Governmental Accounting Standards Board (GASB). GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, was issued to incorporate GASB and AICPA guidance into GASB authoritative literature. The more significant of the government's accounting policies are described below.

A fund is an independent fiscal and accounting entity with a self-balancing set of accounts comprised of its assets, liabilities, net position, revenues, and expenses. The funds maintained by the Authority allow compliance and financial accountability by separate functions and activities.

A summary of each significant program administered by the Authority included in the financial statements is provided below to assist the reader in interpreting the financial statements. These programs do not constitute all programs subsidized by HUD and operated by the Authority.

Low Income Public Housing programs provide subsidy funding annually, by a formula for Housing Modernization and Housing Operations Programs. These programs support public housing operations by way of an annual contributions contract with HUD, ACC# NV018. Under this contract, the Authority develops, modernizes and manages public housing developments. Funding is provided by eligible residents who are charged monthly rent based on family size, family income, and other determinants, as well as by the subsidies provided by HUD.

Housing Choice Voucher programs (HCVP) include the Voucher, VASH, Mainstream and Disaster Housing programs. Under these programs, rental assistance payments are made by the Authority primarily to landlords on behalf of eligible families. These programs are funded by the annual contributions contract with HUD, ACC# NV018.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Funding Programs (CFP) provide funds annually, by a formula, to public housing authorities (PHA) for capital and management activities, including modernization and development of public housing. Section 519 of the Quality Housing and Work Responsibility Act of 1998 (Public law 105-276) amends Section 9 of the U.S. Housing Act of 1937 to provide for a Capital Fund Program to be established by HUD for the purpose of making assistance available to PHAs to carry out capital, management, development and other activities. It also requires HUD to develop a formula (through a negotiated rulemaking process) for determining the amount of assistance to be provided and a mechanism to reward performance. The CFP funds, which are allocated annually, represent the major source of funding for capital and management activities at PHA's.

Resident Opportunity & Supportive Services Program provides reliable transportation for all elderly and disabled residents of the service area and contracts for housekeeping and personal assistance for residents who meet certain criteria. The program also provides for a service coordinator who implements and coordinates the program. Funding for this program is provided by grants from HUD.

Business Activities - The Non-aided Housing Program is funded with other than federal financing and is used to account for various activities of the Authority. In addition to dwelling rents, this fund is used to account for fees charged to nonprofit organizations for managing their low-income housing projects and fees paid by other funds for services provided and for the use of facilities owned by the Non-aided Housing Program.

Component Units – The Authority has two blended component units - Affordable Housing Program, Inc. and Honolulu Street Family Housing, Inc. Both of these corporations share the same board as the Authority and are considered to be blended component units. Separate stand alone financial statements for the component units are not prepared.

Basis of Accounting and Measurement Focus

The Authority uses the accrual basis of accounting for the proprietary funds. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flow takes place. All assets and liabilities associated with the operation of these funds are included on the Statement of Net Position.

Budgets and Budgetary Accounting

The Authority is required by contractual agreements to adopt annual, appropriated operating budgets for all its programs receiving expenditure awards. All budgets are prepared on a HUD basis, which is materially consistent with generally accepted accounting principles (GAAP). The Authority prepares its budget annually. The Board of Commissioners adopts the budget through passage of a budget resolution prior to the beginning of the fiscal year.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues and expenses in the financial statements and in the disclosures of contingent assets and liabilities. Actual results could differ from those estimates.

Cash and Cash Equivalents

Cash and cash equivalents includes amounts in demand deposit accounts and short-term investments with an initial maturity date of three months or less for purposes of measuring cash flows. Restricted cash is included for purposes of reporting cash flows.

Investments

Investments of the Authority consist of those permitted by the Nevada Government Code including obligations of the U.S. government and federal agencies. The Authority's investments are carried at fair value based upon quoted market prices, as required by generally accepted accounting principles. The Authority adjusts the carrying value of its investments to reflect their fair value at each fiscal period end, and it includes the effects of those adjustments in income for that fiscal period. The Authority classifies its investments as current or non-current based on the maturity dates. Short-term investments have maturities within one year.

Accounts Receivable

Tenant and other accounts receivable are carried at the amount considered collectible by management. The Authority periodically reviews accounts receivable and determines whether an allowance for doubtful accounts is necessary. Other accounts receivable consists of amounts due from HUD and State and Local governments for grant income.

Inventories

Inventory is valued at the lower of cost or market on a first-in, first-out basis. Inventory consists of expendable maintenance supplies held for consumption. Inventory at September 30, 2014 is shown net of an allowance for obsolete inventories of \$25,512.

Prepaid Expenses

Payments made to vendors for services that will benefit periods beyond September 30, 2014 are recorded as prepaid expenses.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Assets

Capital assets include all land and site improvements thereon; all dwelling and non-dwelling structures, including fixtures permanently attached thereto or installed in a fixed position; and all items of nonexpendable equipment acquired and held for the projects that cost \$5,000 or more and have an estimated useful life of at least one year. It also includes items of expendable equipment paid for from funds provided for the development of the projects.

Capital assets are valued at historical cost. Donated capital assets are recorded at fair market value on the date received. Interest expense incurred during the development period is capitalized.

Maintenance, minor repairs and replacements are recorded as expenses; extraordinary replacements of property resulting in property betterments are charged to the property accounts.

Depreciation is charged to operations using the straight-line method based on the estimated useful life of the related asset. The estimated useful lives of the various asset categories are as follows:

| | |
|-------------------------|----------------|
| Buildings | 30 to 40 years |
| Improvements | 15 years |
| Furniture and Equipment | 2 to 10 years |

Proceeds from the sale of property acquired or significantly improved with HUD or State funds are refunded to HUD or the State as required by contract.

Income Taxes

The Authority is exempt from Federal and State income taxes and Nevada franchise taxes.

Compensated Absences

Compensated absences are absences for which the employees will be paid, i.e., sick leave, vacation, and other approved leaves. In accordance with GASB Statement No. 16, *Accounting for Compensated Absences*, the Authority accrues the liability for those absences that the employee has earned the rights to the benefits. Accrued amounts are based on the current salary rates. Full-time, permanent employees are granted vacation and sick leave benefits in varying amounts to specified maximums depending on tenure with the Authority. Vacation and sick pay is recorded as an expense and related liability in the year earned by the employees.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The policy of the Authority is to accumulate earned but unused annual vacation benefits, which will be paid to employees upon separation from Authority service. Vested or accumulated vacation is earned at a rate ranging from 10 days per year for the first year of service, up to a maximum of 20 days per year after 14 years of service. The maximum permissible accumulation is 200 hours. At termination, employees are paid for any accumulated vacation leave. Sick leave is accumulated at the rate of one day per month and may be accumulated to a maximum of 20 days. Accumulations in excess of 20 days are forfeited. The value of unused sick leave is not payable upon separation from the Authority. Vacation pay is recorded as an expense and related liability in the year earned by the employee.

Grant Restrictions

The Authority has received loans and grants from HUD to build and improve housing projects. The grants require that only individuals and families that meet various income, age and employment standards be housed or aided.

Revenue Recognition

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Authority are charged to customers for rents, HUD grants received for operations, other operating fund grants and operating miscellaneous income. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses. Capital grant funds are added to the Net Position below the non-operating revenue and expense.

Net Position Classifications

Generally accepted accounting principles require the classification of net position into three components as described below:

Net Investment in Capital Assets: This component of Net Position consists of all capital assets, reduced by depreciation and the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted Net Position: This component of net position consists of restricted assets when constraints are placed on the asset by creditors (such as debt covenants), grantors, contributors, laws, regulations, etc.

Unrestricted Net Position: This component consists of net position that does not meet the definition of "Net Position Invested in Capital Assets," or "Restricted Net Position."

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 2 – CASH, CASH EQUIVALENTS, AND INVESTMENTS

Nevada law NRS 356.360 requires banks and savings and loan institutions participating in the Nevada Collateral Pool to pledge government securities with a market value of 102% of the amount of uninsured balances of public money held by the depository. Under Nevada law this collateral is held in a separate investment pool by another institution in the depository's name.

Cash, restricted cash, and investments are classified in the financial statements based on whether or not their use is restricted under the terms of the Authority's debt instruments or agency agreements. The Authority's carrying amount of cash and cash equivalents as of September 30, 2014 was \$10,390,303, and the bank balance was \$11,151,989.

Cash

Cash and cash equivalents are maintained on deposit in demand accounts with Wells Fargo and BNY Mellon. Of the amounts deposited into the bank, \$500,000 is covered by the Federal Deposit Insurance Corporation. The remaining \$10,651,989 is properly collateralized by the financial institution in accordance with the regulations of the Nevada Collateral Pool.

Investment Policy

The Nevada Government Code allows the Authority to invest in the following, provided ratings of the issuers are acceptable to the Authority and approved percentages and maturities are not exceeded. The table below also identifies certain provisions of the Nevada Government Code. The Authority has no documented investment policy of its own.

| Authorized Investment Type | Maximum Maturity | Minimum Credit Quality | Maximum in Portfolio | Maximum Investment One Issuer |
|------------------------------------|-------------------------|-------------------------------|-----------------------------|--------------------------------------|
| Repurchase agreements | N/A | N/A | N/A | N/A |
| U.S. Treasury bond, notes & bills | N/A | N/A | N/A | N/A |
| U.S. Agency & U.S. Government | N/A | N/A | N/A | N/A |
| Bankers acceptances | 270 days | N/A | 40.00% | 30.00% |
| Negotiable Certificates of Deposit | N/A | AA | 30.00% | N/A |
| Time Certificates of Deposit | N/A | N/A | 30.00% | N/A |
| Medium term corporate notes | 5 years | N/A | 30.00% | N/A |
| Money market mutual funds | N/A | AAA | 20.00% | N/A |
| Reverse repurchase agreements | N/A | N/A | N/A | N/A |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 2 – CASH, CASH EQUIVALENTS, AND INVESTMENTS (CONTINUED)

At September 30, 2014, the Authority had the following investments:

| <u>Investment Type</u> | <u>Fair Value</u> | <u>Maturity (yrs)</u> | |
|------------------------------|---------------------|-----------------------|---------------------|
| | | <u>Less than 1</u> | <u>1 to 5</u> |
| U.S. Treasury Notes | \$ 1,153,536 | \$ 503,185 | \$ 650,351 |
| Other U.S. Agency securities | <u>5,432,797</u> | <u>1,151,611</u> | <u>4,281,186</u> |
| Total | <u>\$ 6,586,333</u> | <u>\$ 1,654,796</u> | <u>\$ 4,931,537</u> |

Interest Rate Risk

Fair value of an investment fluctuates with interest rates and increasing interest rates could cause fair value to decline below the original cost. The Authority follows the Nevada Government Code investment policy which does not limit the weighted average maturity of its investment portfolio.

Credit Risk

The Authority does not have a formal policy on credit risk. The Federal Code of Regulations, Part 85, Subpart C, (24 CFR 85.20) for cash management and investments permits investments in the following types of investments: direct U.S. obligations, U.S. agency obligations, repurchase agreements, and money market mutual funds. All investments of the Authority meet these guidelines. As of September 30, 2013 the Authority's investments were rated AAA by Moody's and AA+ by Standard & Poor's.

Custodial Risk

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Authority will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. As of September 30, 2014, the Authority held investments in U.S. Treasuries and other federal agency securities which were held by the Authority's custodian in the Authority's name.

Concentration of Credit Risk

The Authority is required to disclose investments that represent a concentration of five percent or more of investments in any issuer held by individual Authority funds in the securities of issuers other than U.S. Treasury securities, mutual funds and external investment pools. The Authority's policy does not set a limit on the amount that may be invested in any single issuer. At September 30, 2014, investments in Federal Home Loan Mortgage Corporation notes represented approximately 51 percent of total investments.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 3 – ACCOUNTS RECEIVABLE

Accounts receivable at September 30, 2014 consisted of the following:

| | |
|---|----------------------------|
| Tenants (net of allowance of \$86,472) | \$ 144,067 |
| Accounts receivable - PHA Project | 291,872 |
| Accounts receivable - HUD | 788,420 |
| Accounts receivable – other government | 1,063,372 |
| Fraud recovery | 258,419 |
| Accrued interest receivable | 12,374 |
| Accounts receivable – miscellaneous | 733,694 |
| Allowance for doubtful accounts - other | <u>(871,168)</u> |
| Total accounts receivable | <u>\$ 2,421,050</u> |

NOTE 4 – NOTES RECEIVABLE

The Authority is an affiliate to the Managing Member of Honolulu Family Street Housing LLC with a low-income tax credit development on the site of the former Ernie Cragin Annex 3, where 54 housing units built in the 1970s were razed in 2005. The 8.13-acre site is located at East Charleston Boulevard and Honolulu Street. The 60-unit mixed finance development is financed utilizing \$8,905,576 of Capital Fund Program Replacement Housing funds, \$8.579 million raised through tax credits from the state, \$360,000 of FHLB grant, and \$490,159 in Housing Authority reserves.

While these units are not owned by the Authority, they are part of the PHA's Annual Contributions Contract and are eligible to receive low-income public housing subsidy. The Authority has entered into a 90-year ground lease (at \$1 per year) with the project's owner, Honolulu Street Family Housing, LLC and has retained the right of first refusal to purchase the units at the end of the tax-credit compliance period.

The Authority has established Honolulu Street Family Housing Inc. (HSFH Inc.) to act as managing member of the LLC. HSFH Inc. is also a 0.01 percent partner in the LLC. In addition, Affordable Housing Program Inc. (AHP), a wholly-owned component unit of the Authority, was designated as the developer of the property. As of September 30, 2014, the cumulative note receivable principal balances totaled \$13,831,646, with total accrued interest of \$1,142,874, for which all was reduced by an allowance equal to the accrued interest.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 4 – NOTES RECEIVABLE (CONTINUED)

All notes receivable originated with the former Housing Authority of the City of Las Vegas and were transferred to the Authority upon consolidation. There were no new amounts loaned during the fiscal period. As of September 30, 2014, notes receivable consisted of the following:

Business Activities

| | |
|--|-----------------------------|
| Note receivable - 1st leasehold loan, dated March 1, 2006 <i>(Interest rate - 4.68%; Due 3/1/2061)</i> | \$ 212,359 |
| Note receivable - 2nd leasehold loan, dated March 1, 2006 <i>(Interest rate - 4.68%; Due 3/1/2061)</i> | 1,511,441 |
| Note receivable - 3rd leasehold loan, dated March 1, 2006 <i>(Interest rate - 1.00%; Due 3/1/2061)</i> | 3,750,000 |
| Note receivable - 4th leasehold loan (Sect 8 Reserves), loaned July 30, 2008 <i>(Interest rate - 1.00%; Due 8/1/2062)</i> | 332,759 |
| Note receivable - 5th leasehold loan (Scat Site Funds), loaned July 9, 2008 <i>(Interest rate - 4.83%; Due 1/1/2061)</i> | 288,770 |
| Note receivable - Federal Home Loan, loaned September 10, 2007 <i>(Interest rate - 1.00%; Due 9/10/2062)</i> | 360,000 |
| Note receivable - Seller's Note 1, loaned December 5, 2013 <i>(Interest rate - 3.32%, Due 4/1/2055)</i> | 2,976,000 |
| Note receivable - Seller's Note 2, loaned December 5, 2013 <i>(Interest rate - 3.32%, Due 4/1/2055)</i> | 4,400,317 |
| Accrued interest on notes receivable - long-term from inception | 1,142,874 |
| Less: allowance for accrued interest on notes receivable - long-term from inception | <u>(1,142,874)</u> |
| Total notes receivable | <u>\$ 13,831,646</u> |

The Notes Receivable, Other are two loans from Affordable Housing Program, Inc. to the Senator Richard Bryan Limited Partnership. See Note 8 for details.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 5 – CAPITAL ASSETS

The following is a summary of the Authority’s changes in capital assets for the year ended September 30, 2014:

| | Balance September 30, 2013 | Additions | Deletions | CIP Capitalization | Balance September 30, 2014 |
|--------------------------------|----------------------------------|-----------------------|-----------------------|-----------------------|----------------------------------|
| Land | \$ 20,704,653 | \$ 45,850 | \$ - | \$ - | \$ 20,750,503 |
| Construction in process | 4,549,569 | 679,433 | (696,350) | (3,853,220) | 679,432 |
| Total assets not depreciated | <u>25,254,222</u> | <u>725,283</u> | <u>(696,350)</u> | <u>(3,853,220)</u> | <u>21,429,935</u> |
| Buildings and improvements | 282,823,456 | 6,891,484 | (6,972,583) | 3,853,220 | 286,595,577 |
| Furniture and equipment | 4,956,815 | 120,712 | (244,568) | - | 4,832,959 |
| Total property and equipment | <u>287,780,271</u> | <u>7,012,196</u> | <u>(7,217,151)</u> | <u>3,853,220</u> | <u>291,428,536</u> |
| Less: accumulated depreciation | <u>(149,575,714)</u> | <u>(10,245,364)</u> | <u>5,878,214</u> | <u>-</u> | <u>(153,942,864)</u> |
| Net book value | <u>\$ 163,458,779</u> | <u>\$ (2,507,885)</u> | <u>\$ (2,035,287)</u> | <u>\$ -</u> | <u>\$ 158,915,607</u> |

NOTE 6 – ACCOUNTS PAYABLE

Accounts payable at September 30, 2014 consist of the following:

| | |
|-------------------------------------|---------------------|
| Vendor and contractors payable | \$ 1,926,389 |
| Tenant security deposits | 921,378 |
| Accounts payable - other government | 227,385 |
| Accounts payable - other | <u>370,791</u> |
| Total accounts payable | <u>\$ 3,445,943</u> |

NOTE 7 – LONG-TERM LIABILITIES

Following is a summary of changes in long-term liabilities for the year ended September 30, 2014:

| | Balance September 30, 2013 | Additions | Payments | Balance September 30, 2014 | Due in One Year |
|------------------------------------|----------------------------------|-------------------|---------------------|----------------------------------|-----------------------|
| FSS escrows payable | \$ 646,098 | \$ 480,719 | \$ 375,769 | \$ 751,048 | \$ - |
| Compensated absences - noncurrent | <u>3,210,852</u> | <u>189,405</u> | <u>786,309</u> | <u>2,613,948</u> | <u>522,789</u> |
| Total long-term liabilities | <u>\$ 3,856,950</u> | <u>\$ 670,124</u> | <u>\$ 1,162,078</u> | <u>\$ 3,364,996</u> | <u>\$ 522,789</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 8 – LONG-TERM DEBT

Notes and mortgages payable at September 30, 2014 consist of the following:

| | Balance September 30, 2013 | Additions | Payments | Balance September 30, 2014 | Due in One Year |
|--|----------------------------------|--------------------|--------------------------|----------------------------------|--------------------------|
| Mortgage note payable - Wells Fargo | \$ 2,387,658 | \$ - | \$ 162,264 | \$ 2,225,394 | \$ 171,020 |
| Operating note - Wells Fargo | 1,156,446 | - | 52,920 | 1,103,526 | 56,600 |
| City of Las Vegas - Senator Apts I | 1,670,000 | - | - | 1,670,000 | - |
| City of Las Vegas - Senator Apts II | 1,670,000 | - | - | 1,670,000 | - |
| Note payable - Bank of Nevada | 360,711 | - | - | 360,711 | - |
| Note payable - Key Government | 27,733 | - | 27,733 | - | - |
| Note payable - New Phone System | 251,274 | - | 51,429 | 199,845 | 48,911 |
| Home rental income fund | 259,793 | - | 8,939 | 250,854 | 9,636 |
| Total notes and mortgages payable | <u>\$ 7,783,615</u> | <u>\$ -</u> | <u>\$ 303,285</u> | <u>\$ 7,480,330</u> | <u>\$ 286,167</u> |

Mortgage Note Payable – Wells Fargo: The capital projects mortgage note payable with Wells Fargo requires monthly payments of \$13,524 which includes both principal and interest. The loan bears interest at 0.2449% and matures on February 16, 2028. The loan is secured by a first deed of trust on the property referred to as Howard Canon Center and Robert Gordon Plaza.

Operating Note – Wells Fargo: The operating note payable with Wells Fargo requires monthly payments of \$4,410 which includes both principal and interest. The loan bears interest at 1.508% and matures on May 16, 2027. The loan is secured by a first deed of trust on the property referred to as Howard Canon Center and Robert Gordon Plaza.

City of Las Vegas – Senator Apartments I: On February 15, 2006, the Affordable Housing Program, Inc. (the Corporation) entered into a loan agreement with the City of Las Vegas for \$1,670,000, \$168,295 in HOME funds and \$1,501,705 in low income housing tax funds (LIHTF) to be used for the construction of the Senator Richard Bryan Apartments. The Corporation then lent the funds to the Senator Richard Bryan Limited Partnership. Both loans are non-interest bearing and no payments of principal will be due on or before February 15, 2036 so long as the property is maintained as low-income and is in compliance with the HOME/Low Income Housing Tax Credit program. HOME funds are recapturable upon sale or transfer of title of the property during the 20-year HOME period of affordability. The LIHTF money is recapturable upon the sale or transfer of title of the property in perpetuity.

City of Las Vegas – Senator Apartments II: On January 16, 2008, the Affordable Housing Program, Inc. (the Corporation) entered into a loan agreement with the City of Las Vegas for \$1,670,000, \$168,295 in HOME funds and \$1,501,705 in low income housing tax funds (LIHTF) to be used for the construction of the Senator Richard Bryan Apartments. The Corporation then lent the funds to the Senator Richard Bryan Limited Partnership. Both loans are non-interest bearing and no payments of principal will be due on or before January 16, 2038 so long as the property is maintained as low-income and is in compliance with the HOME/Low Income Housing Tax Credit program. HOME funds are recapturable upon sale or transfer of title of the property during the 20-year HOME period of affordability. The LIHTF money is recapturable upon the sale or transfer of title of the property in perpetuity.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 8 – LONG-TERM DEBT (CONTINUED)

Note Payable – Bank of Nevada: On September 10, 2007 the Affordable Housing Program, Inc. (the Corporation) entered into a loan agreement with the Bank of Nevada (formally the Federal Home Loan Bank of San Francisco) for \$360,000 to be used for construction. The Corporation then lent the funds to the Honolulu Street Housing LLC. The loan bears interest at a rate of 1.0% per annum and is due upon maturity. The loan is scheduled to mature on September 10, 2062.

Note Payable – Key Government: The note payable with Key Government Finance, Inc. required monthly payments of \$4,622 which includes both principal and interest. The loan had an interest rate of 5.10% and matured on March 27, 2014. The loan was used to purchase phone system and was unsecured.

Note Payable – New Phone System: The note payable with Citibank (Home Rental income fund) requires monthly payments of \$745 which includes both principal and interest. The loan bears interest at 7.55% and matures on June 1, 2029. The loan was used to acquire a new phone system and is unsecured.

Home Rental Income Fund: The Authority entered into an agreement with Key Government Finance, Inc. for a loan of \$254,795 at 2.87% per annum for a new phone system. The note is payable by the Authority and is unsecured. The monthly payment is \$4,286 including principal and interest. Final maturity date is anticipated for August 1, 2018. The remaining balance at September 30, 2014 is \$199,845.

The following is a schedule of debt payment requirements to maturity:

| | <u>Principal</u> | <u>Interest</u> | <u>Total Required Payments</u> |
|--------------------------|---------------------|-------------------|--|
| Year ending September 30 | | | |
| 2015 | \$ 286,167 | \$ 44,149 | \$ 330,316 |
| 2016 | 306,113 | 41,083 | 347,196 |
| 2017 | 327,719 | 37,269 | 364,988 |
| 2018 | 325,601 | 33,260 | 358,861 |
| 2019 | 281,742 | 29,978 | 311,720 |
| 2020-2024 | 1,465,664 | 106,075 | 1,571,739 |
| 2025-2029 | 787,680 | 28,216 | 815,896 |
| Thereafter | 3,699,644 | - | 3,699,644 |
| Total | <u>\$ 7,480,330</u> | <u>\$ 320,030</u> | <u>\$ 7,800,360</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 8 – LONG-TERM DEBT (CONTINUED)

Notes and mortgages payable for Landsman, Family, LLC, the discretely presented component unit, consist of the following at September 30, 2014:

| | Balance September 30, 2013 | Additions | Payments | Balance September 30, 2014 | Due in One Year |
|--|----------------------------------|----------------------|-------------|----------------------------------|-----------------------|
| Building Loan Agreement - PNC Bank | \$ - | \$ 3,878,253 | \$ - | \$ 3,878,253 | \$ - |
| City of Henderson Loan | - | 100,000 | - | 100,000 | - |
| Nevada Housing Division Note | - | 1,784,095 | - | 1,784,095 | - |
| Nevada Housing Division Note | - | 2,315,000 | - | 2,315,000 | - |
| SNRHA Sellers Note | - | 2,976,000 | - | 2,976,000 | - |
| SNRHA Sellers Note | - | 4,400,318 | - | 4,400,318 | - |
| Total notes and mortgages payable | <u>\$ -</u> | <u>\$ 15,453,666</u> | <u>\$ -</u> | <u>\$ 15,453,666</u> | <u>\$ -</u> |

Building Loan Agreement – PNC Bank: The building loan agreement with Wells Fargo provides construction draws up \$3,985,000 and requires monthly payments to commence once construction is complete. The loan bears interest at 4.9% and matures on March 1, 2055. The loan is secured by a first deed of trust on the property referred to as Landsman Garden Apartments.

City of Henderson Loan: The loan is a non-interest bearing loan that matures on April 1, 2055. The loan is secured by a deed of trust on the property referred to as Landsman Garden Apartments is subordinate to the PNC loan.

Nevada Housing Division Note: the Nevada Housing Division issued \$5,700,000 in Multi-Unit Housing Revenue Bonds, Series 2013C-2 for Landsman Garden Apartments. The proceeds are being loaned to Landsman Family, LLC under a promissory note with interest at the daily LIBOR rate plus 1.75%. Advances at September 30, 2014 were \$1,784,095. The loan matures on December 15, 2015.

Nevada Housing Division Note: the Nevada Housing Division issued \$6,300,000 in Multi-Unit Housing Revenue Bonds, Series 2013C-1 for Landsman Garden Apartments. The proceeds are being loaned to Landsman Family, LLC under a promissory note with interest at .63%. Advances at September 30, 2014 were \$2,315,000.

Southern Nevada Regional Housing Authority Acquisition Note: The loan bears interest at 3.32% and matures on April 1, 2055. The loan is secured by an acquisition deed of trust on the property referred to as Landsman Garden Apartments.

Southern Nevada Regional Housing Authority Note: The loan provides up to \$6,715,317 and bears interest at 3.32%. The loan matures on April 1, 2055. The loan is secured by a deed of trust on the property referred to as Landsman Garden Apartments.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 9 – RESTRICTED NET POSITION

| | |
|--|----------------------------|
| Restricted for HAP (net restricted assets) | \$ 1,561,882 |
| Restricted for tenant security deposits | 197,905 |
| Restricted proceeds from sales of turnkey projects | 4,979,996 |
| Restricted for other miscellaneous | <u>138,345</u> |
| Total restricted net position | <u>\$ 6,878,128</u> |

NOTE 10 – OPERATING LEASE

The Authority entered into a lease agreement on March 14, 2003 with the Resources for Community Development (RCD) to lease land to RCD until March 14, 2078. Total rental income under the lease agreement is \$1 per year for the entire term of the loan.

NOTE 11 – EMPLOYEES RETIREMENT PLAN

All full-time employees of the Authority (20 or more hours per week) are covered by the State of Nevada Public Employees Retirement System (the System), a multi-employer, cost sharing defined benefit plan. The System was established in 1948 by the legislature and is governed by the Public Employees' Retirement Board, whose seven members are appointed by the Governor. All public employees who meet certain requirements participate in the System.

The plan carried over with HACC, HACNLV and HACLV employees to the consolidated Authority. The Authority's payroll covered by the System and contributions to the System are summarized as follows, with prior year amounts combined for HACC and HACLV:

| Fiscal Year Covered | Total Payroll | Payroll Subject to PERS | Contributions | Percent of Payroll |
|---------------------|------------------|-------------------------------|---------------|-----------------------|
| 2014 | \$ 15,793,008 | \$ 14,163,278 | \$ 3,611,158 | 89.68% |
| 2013 | 16,189,519 | 15,276,801 | 3,686,582 | 94.36% |
| 2012 | 16,336,413 | 14,976,870 | 3,546,750 | 91.68% |
| 2011 | 12,521,443 | 12,176,724 | 3,074,112 | 97.25% |
| 2010 | 9,988,127 | 9,439,494 | 2,029,491 | 94.51% |
| 2009 | 19,835,398 | 18,774,129 | 3,921,462 | 94.65% |
| 2008 | 12,687,997 | 12,299,316 | 2,528,060 | 96.94% |
| 2007 | 12,782,515 | 11,960,514 | 2,381,427 | 93.57% |
| 2006 | 4,609,810 | 4,458,684 | 876,979 | 96.72% |
| 2005 | 4,626,106 | 4,491,919 | 828,735 | 97.10% |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 11 – EMPLOYEES RETIREMENT PLAN (CONTINUED)

Contribution rates are established by Nevada Revised Statute 286.410. This Statute, which is tied to the increase in taxable sales within the State each year, provides for yearly increases of up to one percent until such time as the actuarially determined unfunded liability of the System is reduced to zero. The Authority is obligated to contribute all amounts due under the System. The contribution rate changed on July 1, 2006 to 19.75% of all covered payroll and increased to 20.50% on August 1, 2007. The rate increased again on August 1, 2009 to 21.50% and to 23.75% in 2012 and to 25.75% in 2014, and this rate was still in effect as of September 30, 2014.

The Authority contributed less than one percent of total contributions required of all participating entities of the System. The Authority’s full-time employees are mandated by State law to participate in the System. Members who retire at age 65 with five years of service, age 60 with ten years of service, or at any age with 30 years of service are entitled to a retirement benefit, payable monthly for life, equal to 2.5 percent of a member’s average compensation for each year of service up to 30 years with a maximum of 90 percent for employees entering the System prior to July 1, 1985, and 75 percent for those entering after that date.

Member’s average compensation is the average of the member’s highest compensation for 36 consecutive months. Benefits fully vest upon reaching five years of service.

The System also provides death and disability benefits. Benefits are established by State Statute. The “pension benefit obligation” is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure, which is the actuarial present value of credited projected benefits, is intended to help users assess the System’s funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among public employee retirement systems and employers. The System does not make separate rate measurements of assets and pension benefit obligations of individual employers.

The most recent available valuation report as of June 30, 2014 included the following financial information:

| | |
|--|---------------------------------|
| Total pension benefit obligation | \$ 43,997,060,180 |
| Net assets available for benefits at market value | <u>33,575,081,157</u> |
| Unfunded pension benefit obligation (28.8%) | <u>\$ 10,421,979,023</u> |

The Authority does not exercise any control over the System which is a component unit of the state of Nevada. Nevada Revised Statute 286.110 states that: "Respective participating public employers are not liable for any obligations of the system."

The unfunded accrued liability is to be amortized over a period of 24 years from July 1, 2000. The method of amortizing the unfunded accrued liability is the level percentage of payroll amortization, under which the dollar amounts of calculated amortization payments increase in direct proportion to the assumed growth rates.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 11 – EMPLOYEES RETIREMENT PLAN (CONTINUED)

Significant actuarial assumptions include an investment return rate of 8% per year compounded annually, projected salary increases based on the assumed 3.5% inflation rate plus an age-related salary scale.

The historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is presented in the System's Comprehensive Annual Financial Report, which may be obtained by writing to PERS, 693 W. Nye Lane, Carson City, Nevada 89703, or by calling (775)687-4200.

NOTE 12 – ECONOMIC DEPENDENCY

The Authority is economically dependent on annual contributions and grants from HUD. The Authority operated at a loss prior to receiving the contributions.

NOTE 13 – COMMITMENTS AND CONTINGENCIES

Amounts received or receivable from HUD are subject to audit and adjustment by grantor agencies. If expenses are disallowed as a result of these audits, the claims for reimbursement to the grantor agency would become a liability of the Authority. In the opinion of management, any such adjustments would not be significant.

The Authority is involved in various legal proceedings and litigation arising in the normal course of business. Management does not believe that the settlement of any such claims or litigation will have a material adverse effect on the Authority's financial position or results of operations.

NOTE 14 – RISK MANAGEMENT

The Authority is exposed to all common perils associated with the ownership and rental of real estate properties. A risk management program has been established to minimize loss occurrence and to transfer risk through various levels of insurance. Property, casualty, employee dishonesty and public officials' liability forms are used to cover the respective perils. Commercial carriers insure all common perils such as business auto, computer and other miscellaneous policies.

NOTE 15 – FUTURE ACCOUNTING PRONOUNCEMENTS

GASB routinely issues standards that will become effective in future years. The following is a list of standards that have been issued that management has determined may have an impact on future financial statements of the Authority.

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, establishes accounting and financial reporting requirements related to pensions for governments whose employees are provided with pensions through pension plans that are covered by the scope of this Statement, as well as for non-employer governments that have a legal obligation to contribute to those plans. This Statement will become effective for the reporting period ending September 30, 2015. The Authority is currently evaluating the specific impact of this Statement.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 16 – CONDENSED COMBINING INFORMATION FOR BLENDED COMPONENT UNITS

Condensed combining information for the Authority's two blended component units as of and for the year ended September 30, 2014 is provided as follows:

Condensed Statement of Net Position

| | Blended Component Units | | | Total |
|----------------------------------|--------------------------------|----------------------|-----------------------|-----------------------|
| | Affordable | Honolulu | Primary | |
| | Housing | Street Family | | |
| | Program, Inc. | Housing, Inc. | | |
| ASSETS | | | | |
| Current assets | \$ 375,315 | \$ - | \$ 22,332,139 | \$ 22,707,454 |
| Noncurrent assets | 7,450,000 | 337 | 9,721,646 | 17,171,983 |
| Capital assets | - | - | 158,915,607 | 158,915,607 |
| Total assets | <u>\$ 7,825,315</u> | <u>\$ 337</u> | <u>\$ 190,969,392</u> | <u>\$ 198,795,044</u> |
| LIABILITIES | | | | |
| Interprogram liabilities | \$ 15,000 | \$ - | \$ (15,000) | \$ - |
| Other current liabilities | - | - | 4,774,688 | 4,774,688 |
| Noncurrent liabilities | 3,700,000 | 749 | 6,335,621 | 10,036,370 |
| Total liabilities | <u>3,715,000</u> | <u>749</u> | <u>11,095,309</u> | <u>14,811,058</u> |
| NET POSITION | | | | |
| Net investment in capital assets | - | - | 156,439,397 | 156,439,397 |
| Restricted | - | - | 6,878,128 | 6,878,128 |
| Unrestricted | 4,110,315 | (412) | 16,556,558 | 20,666,461 |
| Total net position | <u>\$ 4,110,315</u> | <u>\$ (412)</u> | <u>\$ 179,874,083</u> | <u>\$ 183,983,986</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 16 – CONDENSED COMBINING INFORMATION FOR BLENDED COMPONENT UNITS (CONTINUED)

Condensed Statement of Revenues, Expenses and Changes in Net Position

| | <u>Blended Component Units</u> | | | <u>Total</u> |
|---|---|---|-------------------------------|-----------------------|
| | <u>Affordable Housing Program, Inc.</u> | <u>Honolulu Street Family Housing, Inc.</u> | <u>Primary Government</u> | |
| Operating revenues | | | | |
| Tenant revenues | \$ - | \$ - | \$ 11,013,410 | \$ 11,013,410 |
| Other revenues | 41,140 | 23 | 138,002,645 | 138,043,808 |
| Total operating revenues | <u>41,140</u> | <u>23</u> | <u>149,016,055</u> | <u>149,057,218</u> |
| Operating expenses | | | | |
| Administration | - | - | 16,850,559 | 16,850,559 |
| Tenant services | - | - | 2,957,739 | 2,957,739 |
| Utilities | - | - | 3,479,564 | 3,479,564 |
| Maintenance | - | - | 10,547,651 | 10,547,651 |
| General expenses | 41,100 | - | 2,833,731 | 2,874,831 |
| Housing assistance payments | - | - | 102,846,805 | 102,846,805 |
| Depreciation | - | - | 10,245,364 | 10,245,364 |
| Total operating expenses | <u>41,100</u> | <u>-</u> | <u>149,761,413</u> | <u>149,802,513</u> |
| Revenue over/(under) operating expenses | 40 | 23 | (745,358) | (745,295) |
| Non-operating revenue (expense) | - | - | 1,146,798 | 1,146,798 |
| Capital contributions | <u>-</u> | <u>-</u> | <u>1,562,710</u> | <u>1,562,710</u> |
| Change in net position | 40 | 23 | 1,964,150 | 1,964,213 |
| Net position - beginning of year | <u>4,110,275</u> | <u>(435)</u> | <u>177,909,933</u> | <u>182,019,773</u> |
| Net position - end of year | <u>\$ 4,110,315</u> | <u>\$ (412)</u> | <u>\$ 179,874,083</u> | <u>\$ 183,983,986</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 16 – CONDENSED COMBINING INFORMATION FOR BLENDED COMPONENT UNITS (CONTINUED)

Condensed Statement of Cash Flows

| | <u>Blended Component Units</u> | | | <u>Total</u> |
|--|---|---|-------------------------------|----------------------|
| | <u>Affordable Housing Program, Inc.</u> | <u>Honolulu Street Family Housing, Inc.</u> | <u>Primary Government</u> | |
| Net cash provided by: | | | | |
| Operating activities | \$ (673,252) | \$ - | \$ 6,870,336 | \$ 6,197,084 |
| Investing activities | - | - | (7,455,766) | (7,455,766) |
| Capital and related financing activities | - | - | (2,876,587) | (2,876,587) |
| Net increase/(decrease) in cash | (673,252) | - | (3,462,017) | (4,135,269) |
| Cash - beginning of year | <u>1,033,567</u> | <u>-</u> | <u>13,492,005</u> | <u>14,525,572</u> |
| Cash - end of year | <u>\$ 360,315</u> | <u>\$ -</u> | <u>\$ 10,029,988</u> | <u>\$ 10,390,303</u> |

This information is an integral part of the accompanying financial information.

SUPPLEMENTAL INFORMATION

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Account Description | Project Total | Housing Choice Vouchers | Mainstream Vouchers | Component Units | State/Local | Business Activities | Resident Opportunity Support Svcs |
|--------------------------------|---|-----------------------|-------------------------|---------------------|---------------------|------------------|----------------------|-----------------------------------|
| CURRENT ASSETS | | | | | | | | |
| Cash: | | | | | | | | |
| 111 | Unrestricted | \$ 6,266,155 | \$ 600,698 | \$ - | \$ 360,315 | \$ - | \$ - | \$ - |
| 113 | Other restricted | 868,677 | 1,038,230 | 36,541 | - | - | 100,404 | - |
| 114 | Tenant security deposits | 802,326 | - | - | - | - | 316,957 | - |
| 100 | Total cash | <u>7,937,158</u> | <u>1,638,928</u> | <u>36,541</u> | <u>360,315</u> | <u>-</u> | <u>417,361</u> | <u>-</u> |
| Accounts and notes receivable: | | | | | | | | |
| 121 | PHA projects | - | 291,872 | - | - | - | - | - |
| 122 | HUD other projects | 668,918 | - | - | - | - | 39,996 | 79,506 |
| 124 | Other government | 4,189 | - | - | 15,000 | - | - | - |
| 125 | Miscellaneous | 24,169 | 684,811 | 2,798 | - | 7,080 | 11,591 | - |
| 126 | Tenants | 203,989 | - | - | - | - | 12,805 | - |
| 126.1 | Allowance for doubtful accounts - tenants | (73,621) | - | - | - | - | (14,322) | - |
| 126.2 | Allowance for doubtful accounts - other | - | (866,187) | (2,153) | - | - | - | - |
| 128 | Fraud recovery | - | 1,536,159 | - | - | - | - | - |
| 128.1 | Allowance for doubtful accounts - fraud | - | (1,277,740) | - | - | - | - | - |
| 129 | Accrued interest receivable | 9,356 | 2,794 | - | - | - | 224 | - |
| 120 | Total receivables, net of allowances | <u>837,000</u> | <u>371,709</u> | <u>645</u> | <u>15,000</u> | <u>7,080</u> | <u>50,294</u> | <u>79,506</u> |
| 131 | Investments - unrestricted | 327,570 | 142,325 | 733,554 | - | - | - | - |
| 132 | Investments - restricted | 4,306,060 | 1,076,824 | - | - | - | - | - |
| | Total current investments | <u>4,633,630</u> | <u>1,219,149</u> | <u>733,554</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| 142 | Prepaid expenses and other assets | 2,045,777 | - | - | - | - | 86,613 | - |
| 143 | Inventories | 787,641 | - | - | - | - | 235,653 | - |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | - | - | - |
| 144 | Interprogram - due from | 2,383,472 | 4,200 | 218,255 | - | 36,824 | - | - |
| 150 | Total current assets | <u>18,624,678</u> | <u>3,233,986</u> | <u>988,995</u> | <u>375,315</u> | <u>43,904</u> | <u>789,921</u> | <u>79,506</u> |
| NONCURRENT ASSETS | | | | | | | | |
| Fixed assets: | | | | | | | | |
| 161 | Land | 17,311,950 | - | - | - | - | 3,222,734 | - |
| 162 | Buildings | 213,508,382 | 1,238,468 | - | - | - | 46,982,845 | - |
| 163 | Furniture, equipment & machinery - dwellings | 75,039 | - | - | - | - | - | - |
| 164 | Furniture, equipment & machinery - admin. | 1,702,550 | 494,744 | - | - | - | 361,537 | - |
| 165 | Leasehold improvements | 16,491,268 | - | - | - | - | - | - |
| 166 | Accumulated depreciation | (130,612,233) | (597,802) | - | - | - | (17,280,567) | - |
| 167 | Construction in progress | 679,432 | - | - | - | - | - | - |
| 168 | Infrastructure | 3,431,176 | - | - | - | - | 572,050 | - |
| 160 | Total fixed assets, net of accumulated depreciation | <u>122,587,564</u> | <u>1,135,410</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>33,858,599</u> | <u>-</u> |
| 171 | Notes, loans and mortgages receivable - noncurrent | 7,665,087 | 332,759 | - | 4,110,000 | - | 1,723,800 | - |
| 174 | Other assets | - | - | - | 3,340,000 | - | - | - |
| 176 | Investment in joint ventures | - | - | - | 337 | - | - | - |
| 180 | Total noncurrent assets | <u>130,252,651</u> | <u>1,468,169</u> | <u>-</u> | <u>7,450,337</u> | <u>-</u> | <u>35,582,399</u> | <u>-</u> |
| 190 | TOTAL ASSETS | <u>\$ 148,877,329</u> | <u>\$ 4,702,155</u> | <u>\$ 988,995</u> | <u>\$ 7,825,652</u> | <u>\$ 43,904</u> | <u>\$ 36,372,320</u> | <u>\$ 79,506</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Account Description | Community Development Block Grant / Neighborhood Stabilization Program | | | | | COCC | Elimination | SNRHA Proprietary Fund Total | Discretely Presented Component Unit | Total |
|--------------------------------|---|--|------------------------------------|---|-----------------------|--------------|----------------|----------------|------------------------------|-------------------------------------|-------|
| | | Home Investment Partnerships | Neighborhood Stabilization Program | Community Development Block Grant (STATE) | Other Federal Program | | | | | | |
| CURRENT ASSETS | | | | | | | | | | | |
| Cash: | | | | | | | | | | | |
| 111 | Unrestricted | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 7,227,168 | \$ - | \$ 7,227,168 | |
| 113 | Other restricted | - | - | - | - | - | - | 2,043,852 | - | 2,043,852 | |
| 114 | Tenant security deposits | - | - | - | - | - | - | 1,119,283 | - | 1,119,283 | |
| 100 | Total cash | - | - | - | - | - | - | 10,390,303 | - | 10,390,303 | |
| Accounts and notes receivable: | | | | | | | | | | | |
| 121 | PHA projects | - | - | - | - | - | - | 291,872 | - | 291,872 | |
| 122 | HUD other projects | - | - | - | - | - | - | 788,420 | - | 788,420 | |
| 124 | Other government | 154,411 | 495,566 | - | 394,206 | - | - | 1,063,372 | - | 1,063,372 | |
| 125 | Miscellaneous | 3,245 | - | - | - | - | - | 733,694 | - | 733,694 | |
| 126 | Tenants | - | 15,216 | - | - | - | - | 232,010 | - | 232,010 | |
| 126.1 | Allowance for doubtful accounts - tenants | - | - | - | - | - | - | (87,943) | - | (87,943) | |
| 126.2 | Allowance for doubtful accounts -other | (2,828) | - | - | - | - | - | (871,168) | - | (871,168) | |
| 128 | Fraud recovery | - | - | - | - | - | - | 1,536,159 | - | 1,536,159 | |
| 128.1 | Allowance for doubtful accounts - fraud | - | - | - | - | - | - | (1,277,740) | - | (1,277,740) | |
| 129 | Accrued interest receivable | - | - | - | - | - | - | 12,374 | - | 12,374 | |
| 120 | Total receivables, net of allowances | 154,828 | 510,782 | - | 394,206 | - | - | 2,421,050 | - | 2,421,050 | |
| 131 | Investments - unrestricted | - | - | - | - | - | - | 1,203,449 | - | 1,203,449 | |
| 132 | Investments - restricted | - | - | - | - | - | - | 5,382,884 | - | 5,382,884 | |
| | Total current investments | - | - | - | - | - | - | 6,586,333 | - | 6,586,333 | |
| 142 | Prepaid expenses and other assets | - | - | - | 3,204 | 2,092 | - | 2,137,686 | - | 2,137,686 | |
| 143 | Inventories | - | - | - | - | 174,300 | - | 1,197,594 | - | 1,197,594 | |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | (25,512) | - | (25,512) | - | (25,512) | |
| 144 | Interprogram - due from | - | - | 1,714 | - | 1,516,321 | (4,160,786) | - | - | - | |
| 150 | Total current assets | 154,828 | 510,782 | 1,714 | 397,410 | 1,667,201 | (4,160,786) | 22,707,454 | - | 22,707,454 | |
| NONCURRENT ASSETS | | | | | | | | | | | |
| Fixed assets: | | | | | | | | | | | |
| 161 | Land | - | - | - | - | 215,819 | - | 20,750,503 | 1,360,000 | 22,110,503 | |
| 162 | Buildings | - | - | - | - | 4,306,730 | - | 266,036,425 | - | 266,036,425 | |
| 163 | Furniture, equipment & machinery - dwellings | - | - | - | - | - | - | 75,039 | - | 75,039 | |
| 164 | Furniture, equipment & machinery - admin. | - | - | - | - | 2,199,089 | - | 4,757,920 | - | 4,757,920 | |
| 165 | Leasehold improvements | - | - | - | - | 64,658 | - | 16,555,926 | - | 16,555,926 | |
| 166 | Accumulated depreciation | - | - | - | - | (5,452,262) | - | (153,942,864) | - | (153,942,864) | |
| 167 | Construction in progress | - | - | - | - | - | - | 679,432 | 14,942,016 | 15,621,448 | |
| 168 | Infrastructure | - | - | - | - | - | - | 4,003,226 | - | 4,003,226 | |
| 160 | Total fixed assets, net of accumulated depreciation | - | - | - | - | 1,334,034 | - | 158,915,607 | 16,302,016 | 175,217,623 | |
| 171 | Notes, loans and mortgages receivable - noncurrent | - | - | - | - | - | - | 13,831,646 | - | 13,831,646 | |
| 174 | Other assets | - | - | - | - | - | - | 3,340,000 | - | 3,340,000 | |
| 176 | Investment in joint ventures | - | - | - | - | - | - | 337 | - | 337 | |
| 180 | Total noncurrent assets | - | - | - | - | 1,334,034 | - | 176,087,590 | 16,302,016 | 192,389,606 | |
| 190 | TOTAL ASSETS | \$ 154,828 | \$ 510,782 | \$ 1,714 | \$ 397,410 | \$ 3,001,235 | \$ (4,160,786) | \$ 198,795,044 | \$ 16,302,016 | \$ 215,097,060 | |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Account Description | Project Total | Housing Choice Vouchers | Mainstream Vouchers | Component Units | State/Local | Business Activities | Resident Opportunity Support Svcs |
|-------------------------------|---|-----------------------|----------------------------|------------------------|---------------------|------------------|----------------------|---|
| CURRENT LIABILITIES | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable <= 90 days | 1,356,012 | 91,806 | - | - | - | 269,641 | 88 |
| 321 | Accrued wage/payroll taxes payable | 110,507 | 95,293 | - | - | - | 43,663 | 6,802 |
| 322 | Accrued compensated absences - current portion | 217,203 | 101,376 | - | - | - | 57,403 | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - |
| 332 | Accounts payable- PHA projects | - | 323,719 | - | - | - | - | - |
| 333 | Accounts payable - other government | 227,385 | - | - | - | - | - | - |
| 341 | Tenant security deposits | 605,821 | - | - | - | - | 315,557 | - |
| 342 | Deferred revenues | 28,524 | 4,258 | - | - | 43,904 | 58,358 | - |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | 180,656 | - |
| 344 | Current portion of LT debt - operating | 48,911 | - | - | - | - | 56,600 | - |
| 345 | Other current liabilities | 46,878 | - | - | - | - | 194 | - |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - |
| 347 | Interprogram (due to) | 509,778 | - | - | 15,000 | - | 2,649,098 | 72,616 |
| 348 | Loan liability - current | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>3,151,019</u> | <u>616,452</u> | <u>-</u> | <u>15,000</u> | <u>43,904</u> | <u>3,631,170</u> | <u>79,506</u> |
| NONCURRENT LIABILITIES | | | | | | | | |
| 351 | LT debt, net of current - capital projects/mortg | - | - | - | - | - | 2,295,554 | - |
| 352 | LT debt, net of current - operating borrowings | 150,934 | - | - | - | - | 1,046,926 | - |
| 353 | Non-current liabilities - other | 197,876 | 553,172 | - | - | - | - | - |
| 354 | Accrued compensated absences - noncurrent | 868,811 | 405,504 | - | - | - | 229,615 | - |
| 355 | Loan liability - noncurrent | - | - | - | 3,700,749 | - | - | - |
| 350 | Total noncurrent liabilities | <u>1,217,621</u> | <u>958,676</u> | <u>-</u> | <u>3,700,749</u> | <u>-</u> | <u>3,572,095</u> | <u>-</u> |
| 300 | Total liabilities | <u>4,368,640</u> | <u>1,575,128</u> | <u>-</u> | <u>3,715,749</u> | <u>43,904</u> | <u>7,203,265</u> | <u>79,506</u> |
| EQUITY | | | | | | | | |
| 508.1 | Invested in capital assets, net of related debt | 122,587,564 | 1,135,410 | - | - | - | 31,382,389 | - |
| 511.1 | Restricted net assets | 5,177,901 | 1,561,882 | 36,541 | - | - | 101,804 | - |
| 512.1 | Unrestricted net assets | 16,743,224 | 429,735 | 952,454 | 4,109,903 | - | (2,315,138) | - |
| 513 | Total equity/net assets | <u>144,508,689</u> | <u>3,127,027</u> | <u>988,995</u> | <u>4,109,903</u> | <u>-</u> | <u>29,169,055</u> | <u>-</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 148,877,329</u> | <u>\$ 4,702,155</u> | <u>\$ 988,995</u> | <u>\$ 7,825,652</u> | <u>\$ 43,904</u> | <u>\$ 36,372,320</u> | <u>\$ 79,506</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Account Description | Community Development Block Grant / Neighborhood Stabilization Program | | | | | | SNRHA Proprietary Fund Total | Discretely Presented Component Unit | Total |
|-------------------------------|---|--|-----------------------|---|------------------------|---------------------|-----------------------|------------------------------|-------------------------------------|-----------------------|
| | | Home Investment Partnerships | Stabilization Program | Community Development Block Grant (STATE) | Other Federal Programs | COCC | Elimination | | | |
| CURRENT LIABILITIES | | | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable <= 90 days | 65 | 47,227 | - | 87,425 | 74,125 | - | 1,926,389 | - | 1,926,389 |
| 321 | Accrued wage/payroll taxes payable | 1,884 | 681 | 1,714 | 11,444 | 112,719 | - | 384,707 | - | 384,707 |
| 322 | Accrued compensated absences - current portion | - | - | - | - | 146,807 | - | 522,789 | - | 522,789 |
| 324 | Accrued contingency liability | - | - | - | - | - | - | - | - | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - | - | - |
| 332 | Account payable - PHA projects | - | - | - | - | - | - | 323,719 | - | 323,719 |
| 333 | Accounts payable - other government | - | - | - | - | - | - | 227,385 | - | 227,385 |
| 341 | Tenant security deposits | - | - | - | - | - | - | 921,378 | - | 921,378 |
| 342 | Deferred revenues | - | - | - | - | 38 | - | 135,082 | - | 135,082 |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | - | 180,656 | - | 180,656 |
| 344 | Current portion of LT debt - operating | - | - | - | - | - | - | 105,511 | - | 105,511 |
| 345 | Other current liabilities | - | - | - | - | - | - | 47,072 | - | 47,072 |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - | - | - |
| 347 | Interprogram (due to) | 152,879 | 462,874 | - | 298,541 | - | (4,160,786) | - | - | - |
| 348 | Loan liability - current | - | - | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>154,828</u> | <u>510,782</u> | <u>1,714</u> | <u>397,410</u> | <u>333,689</u> | <u>(4,160,786)</u> | <u>4,774,688</u> | <u>-</u> | <u>4,774,688</u> |
| NONCURRENT LIABILITIES | | | | | | | | | | |
| 351 | LT debt, net of current - capital projects/mortg | - | - | - | - | - | - | 2,295,554 | 15,453,666 | 17,749,220 |
| 352 | LT debt, net of current - operating borrowings | - | - | - | - | - | - | 1,197,860 | - | 1,197,860 |
| 353 | Non-current liabilities - other | - | - | - | - | - | - | 751,048 | - | 751,048 |
| 354 | Accrued compensated absences - noncurrent | - | - | - | - | 587,229 | - | 2,091,159 | - | 2,091,159 |
| 355 | Loan liability - noncurrent | - | - | - | - | - | - | 3,700,749 | - | 3,700,749 |
| 357 | Accrued pension and OPEB liability | - | - | - | - | - | - | - | - | - |
| 350 | Total noncurrent liabilities | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>587,229</u> | <u>-</u> | <u>10,036,370</u> | <u>15,453,666</u> | <u>25,490,036</u> |
| 300 | Total liabilities | <u>154,828</u> | <u>510,782</u> | <u>1,714</u> | <u>397,410</u> | <u>920,918</u> | <u>(4,160,786)</u> | <u>14,811,058</u> | <u>15,453,666</u> | <u>30,264,724</u> |
| EQUITY | | | | | | | | | | |
| 508.1 | Invested in capital assets, net of related debt | - | - | - | - | 1,334,034 | - | 156,439,397 | 848,350 | 157,287,747 |
| 511.1 | Restricted net assets | - | - | - | - | - | - | 6,878,128 | - | 6,878,128 |
| 512.1 | Unrestricted net assets | - | - | - | - | 746,283 | - | 20,666,461 | - | 20,666,461 |
| 513 | Total equity/net assets | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>2,080,317</u> | <u>-</u> | <u>183,983,986</u> | <u>848,350</u> | <u>184,832,336</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 154,828</u> | <u>\$ 510,782</u> | <u>\$ 1,714</u> | <u>\$ 397,410</u> | <u>\$ 3,001,235</u> | <u>\$ (4,160,786)</u> | <u>\$ 198,795,044</u> | <u>\$ 16,302,016</u> | <u>\$ 215,097,060</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Item # | Account Description | Housing Choice | | | | | Resident Opportunity | |
|------------------------------------|---|----------------|-------------|---------------------|-----------------|-------------|----------------------|--------------|
| | | Project Total | Vouchers | Mainstream Vouchers | Component Units | State/Local | Business Activities | Support Svcs |
| REVENUE | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ 5,118,510 | \$ - | \$ - | \$ - | \$ - | \$ 5,117,537 | \$ - |
| 70400 | Tenant revenue - other | 398,912 | - | - | - | - | 378,451 | - |
| 70500 | Total tenant revenue | 5,517,422 | - | - | - | - | 5,495,988 | - |
| 70600 | HUD PHA operating grants | 18,724,833 | 103,673,756 | 827,608 | - | - | - | 431,522 |
| 70610 | Capital grants | 2,411,060 | - | - | - | - | - | - |
| 70710 | Management fee | - | - | - | - | - | - | - |
| 70720 | Asset management fee | - | - | - | - | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | - | - | - |
| 70740 | Front line service fee | - | - | - | - | - | - | - |
| 70800 | Other governmental grants | 190,000 | - | - | 1,226,242 | - | 111 | - |
| 71100 | Investment income - unrestricted | - | 136 | - | 20 | - | 9 | - |
| 71200 | Mortgage interest income | - | 3,328 | - | 41,100 | - | 80,673 | - |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | 9,111 | 305,052 | - | - | - | - | - |
| 71500 | Other revenue | 321,581 | 2,914,434 | 904 | 43 | - | 932,957 | - |
| 71600 | Gain or loss on the sale of fixed assets | 1,835,326 | - | - | - | - | 846,891 | - |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - |
| 70000 | Total revenue | 29,009,333 | 106,896,706 | 828,512 | 1,267,405 | - | 7,356,629 | 431,522 |
| EXPENSES | | | | | | | | |
| Administrative: | | | | | | | | |
| 91100 | Administrative salaries | 1,412,700 | 3,147,072 | - | - | - | 593,108 | - |
| 91200 | Auditing fees | 96,202 | 15,778 | - | - | - | 25,844 | - |
| 91300 | Management fee | 2,444,489 | 905,580 | - | - | - | 644,389 | - |
| 91310 | Bookkeeping fee | 246,207 | 889,087 | - | - | - | 87,483 | - |
| 91400 | Advertising and marketing | 250 | 25 | - | - | - | 13,456 | - |
| 91500 | Employee benefit contributions - administrative | 661,876 | 1,495,380 | - | - | - | 275,435 | - |
| 91600 | Office expenses | 175,160 | 534,698 | - | - | - | 64,795 | - |
| 91700 | Legal expense | 39,165 | 24,385 | - | - | - | 149,971 | - |
| 91800 | Travel | 48,895 | 3,720 | - | - | - | 4,467 | - |
| 91900 | Other | 3,037,353 | 236,389 | - | - | - | 353,338 | - |
| 91000 | Total administrative | 8,162,297 | 7,252,114 | - | - | - | 2,212,286 | - |
| 92000 | Asset management fee | 245,810 | - | - | - | - | - | - |
| Tenant services: | | | | | | | | |
| 92100 | Salaries | 163,088 | 488,542 | - | - | - | 22,969 | 286,335 |
| 92200 | Relocation costs | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | 76,783 | 235,071 | - | - | - | 10,739 | 125,335 |
| 92400 | Other | 60,144 | 26,767 | - | - | - | 40,562 | 14,256 |
| 92500 | Total tenant services | 300,015 | 750,380 | - | - | - | 74,270 | 425,926 |
| Utilities: | | | | | | | | |
| 93100 | Water | 1,260,952 | - | - | - | - | 215,849 | - |
| 93200 | Electricity | 733,778 | 17,365 | - | - | - | 230,175 | - |
| 93300 | Gas | 141,173 | - | - | - | - | 12,591 | - |
| 93400 | Fuel | - | - | - | - | - | 56 | - |
| 93600 | Sewer | 543,191 | 13,867 | - | - | - | 216,901 | - |
| 93800 | Other utilities expense | - | - | - | - | - | - | - |
| 93000 | Total utilities | 2,679,094 | 31,232 | - | - | - | 675,572 | - |
| Ordinary maintenance & operations: | | | | | | | | |
| 94100 | Labor | 2,467,265 | 188 | - | - | - | 678,736 | - |
| 94200 | Materials and other | 971,092 | 20,088 | - | - | - | 323,439 | - |
| 94300 | Contracts | 1,985,435 | 44,664 | - | - | - | 963,795 | - |
| 94500 | Employee benefits contribution | 1,131,863 | 46 | - | - | - | 323,213 | - |
| 94000 | Total ordinary maintenance & operations | 6,555,655 | 64,986 | - | - | - | 2,289,183 | - |
| Protective services: | | | | | | | | |
| 95100 | Labor | - | - | - | - | - | - | - |
| 95200 | Other contract costs | - | - | - | - | - | - | - |
| 95300 | Other | 461,286 | 3,300 | - | - | - | 72,253 | - |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - |
| 95000 | Total protective services | 461,286 | 3,300 | - | - | - | 72,253 | - |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Account Description | Community | | | | | Elimination | SNRHA Proprietary Fund Total | Discretely Presented Component Unit | Total |
|------------------------------------|---|------------------------------|--|---|----------------------|-----------|-------------|------------------------------|-------------------------------------|---------------|
| | | Home Investment Partnerships | Development Block Grant / Neighborhood Stabilization Program | Community Development Block Grant (STATE) | Other Federal Grants | COCC | | | | |
| REVENUE | | | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 10,236,047 | \$ - | \$ 10,236,047 |
| 70400 | Tenant revenue - other | - | - | - | - | - | - | 777,363 | - | 777,363 |
| 70500 | Total tenant revenue | - | - | - | - | - | - | 11,013,410 | - | 11,013,410 |
| 70600 | HUD PHA operating grants | - | - | - | - | - | - | 123,657,719 | - | 123,657,719 |
| 70610 | Capital grants | - | - | - | - | - | - | 2,411,060 | - | 2,411,060 |
| 70710 | Management fee | - | - | - | - | 3,959,787 | (3,959,787) | - | - | - |
| 70720 | Asset management fee | - | - | - | - | 245,810 | (245,810) | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | 1,222,778 | (1,222,778) | - | - | - |
| 70740 | Front line service fee | - | - | - | - | 2,908,974 | (2,908,974) | - | - | - |
| 70800 | Other governmental grants | 476,930 | 4,059,824 | 1,406,340 | 1,172,452 | - | - | 8,531,899 | - | 8,531,899 |
| 71100 | Investment income - unrestricted | - | - | - | - | 105 | - | 270 | - | 270 |
| 71200 | Mortgage interest income | - | - | - | - | - | - | 125,101 | - | 125,101 |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | - | - | - | - | - | - | 314,163 | - | 314,163 |
| 71500 | Other revenue | - | - | - | - | 431,327 | (34,670) | 4,566,576 | 848,350 | 5,414,926 |
| 71600 | Gain or loss on the sale of fixed assets | - | - | - | - | - | - | 2,682,217 | - | 2,682,217 |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - | - | - |
| 70000 | Total revenue | 476,930 | 4,059,824 | 1,406,340 | 1,172,452 | 8,768,781 | (8,372,019) | 153,302,415 | 848,350 | 154,150,765 |
| EXPENSES | | | | | | | | | | |
| Administrative: | | | | | | | | | | |
| 91100 | Administrative salaries | 51,078 | 100,783 | 118,043 | - | 3,338,390 | - | 8,761,174 | - | 8,761,174 |
| 91200 | Auditing fees | - | - | - | - | 15,777 | - | 153,601 | - | 153,601 |
| 91300 | Management fee | - | - | - | - | - | (3,994,458) | - | - | - |
| 91310 | Bookkeeping fee | - | - | - | - | - | (1,222,777) | - | - | - |
| 91400 | Advertising and marketing | - | - | 4,862 | - | 34,558 | - | 53,151 | - | 53,151 |
| 91500 | Employee benefit contributions - administrative | 24,129 | 33,053 | 50,569 | - | 1,584,340 | - | 4,124,782 | - | 4,124,782 |
| 91600 | Office expenses | - | 2 | 1,267 | - | 833,874 | - | 1,609,796 | - | 1,609,796 |
| 91700 | Legal expense | - | - | - | - | 531,829 | - | 745,350 | - | 745,350 |
| 91800 | Travel | - | - | - | - | 44,059 | - | 101,141 | - | 101,141 |
| 91900 | Other | - | 161,615 | 93,696 | - | 328,147 | (2,908,974) | 1,301,564 | - | 1,301,564 |
| 91000 | Total administrative | 75,207 | 295,453 | 268,437 | - | 6,710,974 | (8,126,209) | 16,850,559 | - | 16,850,559 |
| 92000 | Asset management fee | - | - | - | - | - | (245,810) | - | - | - |
| Tenant services: | | | | | | | | | | |
| 92100 | Salaries | - | - | - | 373,715 | 773 | - | 1,335,422 | - | 1,335,422 |
| 92200 | Relocation costs | - | - | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | - | - | - | 159,107 | 191,747 | - | 798,782 | - | 798,782 |
| 92400 | Other | - | - | - | 638,994 | 42,812 | - | 823,535 | - | 823,535 |
| 92500 | Total tenant services | - | - | - | 1,171,816 | 235,332 | - | 2,957,739 | - | 2,957,739 |
| Utilities: | | | | | | | | | | |
| 93100 | Water | - | 210 | - | 71 | 41,344 | - | 1,518,426 | - | 1,518,426 |
| 93200 | Electricity | - | - | - | 323 | 44,479 | - | 1,026,120 | - | 1,026,120 |
| 93300 | Gas | - | - | - | 114 | 4,207 | - | 158,085 | - | 158,085 |
| 93400 | Fuel | - | - | - | - | - | - | 56 | - | 56 |
| 93600 | Sewer | - | - | - | 128 | 2,790 | - | 776,877 | - | 776,877 |
| 93800 | Other utilities expense | - | - | - | - | - | - | - | - | - |
| 93000 | Total utilities | - | 210 | - | 636 | 92,820 | - | 3,479,564 | - | 3,479,564 |
| Ordinary maintenance & operations: | | | | | | | | | | |
| 94100 | Labor | - | 1,460 | - | - | 1,102,419 | - | 4,250,068 | - | 4,250,068 |
| 94200 | Materials and other | - | - | - | - | 42,216 | - | 1,356,835 | - | 1,356,835 |
| 94300 | Contracts | - | 41,772 | 840 | - | 95,319 | - | 3,131,825 | - | 3,131,825 |
| 94500 | Employee benefits contribution | - | 794 | - | - | 353,007 | - | 1,808,923 | - | 1,808,923 |
| 94000 | Total ordinary maintenance & operations | - | 44,026 | 840 | - | 1,592,961 | - | 10,547,651 | - | 10,547,651 |
| Protective services: | | | | | | | | | | |
| 95100 | Labor | - | - | - | - | - | - | - | - | - |
| 95200 | Other contract costs | - | - | - | - | - | - | - | - | - |
| 95300 | Other | - | - | - | - | 5,815 | - | 542,654 | - | 542,654 |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - | - | - |
| 95000 | Total protective services | - | - | - | - | 5,815 | - | 542,654 | - | 542,654 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Account Description | Housing Choice | | | | | Resident Opportunity | |
|---|---|----------------|----------------|---------------------|-----------------|-------------|----------------------|--------------|
| | | Project Total | Vouchers | Mainstream Vouchers | Component Units | State/Local | Business Activities | Support Svcs |
| EXPENSES (Continued) | | | | | | | | |
| Insurance premiums: | | | | | | | | |
| 96110 | Property insurance | \$ 594,849 | \$ 73,437 | \$ - | \$ - | \$ - | \$ 115,774 | \$ - |
| 96120 | Liability insurance | - | - | - | - | - | - | - |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - |
| 96140 | All other insurance | 16,108 | - | - | - | - | 3,570 | - |
| 96100 | Total insurance premiums | 610,957 | 73,437 | - | - | - | 119,344 | - |
| Other general expenses | | | | | | | | |
| 96200 | Other general expenses | 323,617 | 136,958 | 196 | - | - | 166,905 | - |
| 96210 | Compensated absences | 47,688 | 57,817 | - | - | - | 23,185 | 5,596 |
| 96300 | Payments in lieu of taxes | 195,822 | - | - | - | - | - | - |
| 96400 | Bad debt - tenants rent | 232,078 | - | - | - | - | 144,032 | - |
| 96600 | Bad debt - other | - | - | - | - | - | 3,933 | - |
| 96800 | Severance expense | - | - | - | - | - | - | - |
| 96000 | Total other general expenses | 799,205 | 194,775 | 196 | - | - | 338,055 | 5,596 |
| Interest expense and amortization costs | | | | | | | | |
| 96710 | Interest on mortgage/bonds payable | 13,514 | - | - | 41,100 | - | 354,602 | - |
| 96720 | Interest on notes payable | 2,130 | 5,610 | - | - | - | 494 | - |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - |
| 96700 | Total interest expense and amortization costs | 15,644 | 5,610 | - | 41,100 | - | 355,096 | - |
| 96900 | Total operating expenses | 19,829,963 | 8,375,834 | 196 | 41,100 | - | 6,136,059 | 431,522 |
| 97000 | Excess of operating revenue over operating expenses | 9,179,370 | 98,520,872 | 828,316 | 1,226,305 | - | 1,220,570 | - |
| Other financing sources (uses): | | | | | | | | |
| 97100 | Extraordinary maintenance | 882,278 | - | - | - | - | 193,333 | - |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | 10,683 | - |
| 97300 | Housing assistance payments | - | 99,065,519 | 710,372 | - | - | - | - |
| 97350 | HAP portability in | - | 2,669,191 | - | - | - | - | - |
| 97400 | Depreciation expense | 8,667,937 | 74,590 | - | - | - | 1,283,663 | - |
| 90000A | Total other expenses | 9,550,215 | 101,809,300 | 710,372 | - | - | 1,487,679 | - |
| 90000 | Total expenses | 29,380,178 | 110,185,134 | 710,568 | 41,100 | - | 7,623,738 | 431,522 |
| Other financing sources (uses): | | | | | | | | |
| 10010 | Operating transfer in | - | - | - | - | - | 7,489,118 | - |
| 10020 | Operating transfer out | - | - | - | - | - | (297,422) | - |
| 10040 | Operating transfer out - component unit | - | - | - | (1,226,242) | - | 1,226,242 | - |
| 10091 | Inter project excess cash transfer in | 2,315,787 | - | - | - | - | - | - |
| 10092 | Inter project excess cash transfer out | (2,315,787) | - | - | - | - | - | - |
| 10093 | Transfer from program and project - in | - | - | - | - | - | - | - |
| 10094 | Transfer from program and project - out | - | - | - | - | - | - | - |
| 10100 | Total other financing sources (uses) | - | - | - | (1,226,242) | - | 8,417,938 | - |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ (370,845) | \$ (3,288,428) | \$ 117,944 | \$ 63 | \$ - | \$ 8,150,829 | \$ - |
| Memo Account Information | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11030 | Beginning equity | 144,879,534 | 6,415,455 | 871,051 | 4,109,840 | - | 21,018,226 | - |
| 11040 | Prior period adjustments, equity transfers & correction | - | - | - | - | - | - | - |
| 11170 | Administrative fee equity | - | 1,565,145 | - | - | - | - | - |
| 11180 | Housing assistance payments equity | - | 1,561,882 | - | - | - | - | - |
| 11190 | Unit months available | 35,784 | 121,578 | 1,140 | - | - | 12,612 | - |
| 11210 | Unit months leased | 34,445 | 118,545 | 1,083 | - | - | 11,664 | - |
| 11270 | Excess cash | 5,812,147 | - | - | - | - | - | - |
| 11610 | Land purchases | - | - | - | - | - | - | - |
| 11620 | Building purchases | 2,411,060 | - | - | - | - | - | - |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Account Description | Community Development Block | | | | Other Federal Grants | COCC | Elimination | SNRHA Proprietary Fund Total | Discretely Presented Component Unit | Total |
|---|---|---------------------------------|---------------------------------------|--|-----------|-------------------------|-------------|--------------|---------------------------------|---|-------|
| | | Home Investment Partnerships | Neighborhood Stabilization Program | Grant / Community Development Block Grant (STATE) | | | | | | | |
| EXPENSES (Continued) | | | | | | | | | | | |
| Insurance premiums: | | | | | | | | | | | |
| 96110 | Property insurance | \$ - | \$ - | \$ - | \$ - | \$ 9,599 | \$ - | \$ 793,659 | \$ - | \$ 793,659 | |
| 96120 | Liability insurance | - | - | - | - | 56,001 | - | 56,001 | - | 56,001 | |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - | - | - | |
| 96140 | All other insurance | - | - | - | - | 29,646 | - | 49,324 | - | 49,324 | |
| 96100 | Total insurance premiums | - | - | - | - | 95,246 | - | 898,984 | - | 898,984 | |
| Other general expenses | | | | | | | | | | | |
| 96200 | Other general expenses | - | - | - | - | 40,247 | - | 667,923 | - | 667,923 | |
| 96210 | Compensated absences | - | - | - | - | 55,119 | - | 189,405 | - | 189,405 | |
| 96300 | Payments in lieu of taxes | - | - | - | - | - | - | 195,822 | - | 195,822 | |
| 96400 | Bad debt - tenants rent | - | - | - | - | - | - | 376,110 | - | 376,110 | |
| 96600 | Bad debt - other | - | - | - | - | - | - | 3,933 | - | 3,933 | |
| 96800 | Severance expense | - | - | - | - | - | - | - | - | - | |
| 96000 | Total other general expenses | - | - | - | - | 95,366 | - | 1,433,193 | - | 1,433,193 | |
| Interest expense and amortization costs | | | | | | | | | | | |
| 96710 | Interest on mortgage/bonds payable | - | - | - | - | - | - | 409,216 | - | 409,216 | |
| 96720 | Interest on notes payable | - | - | - | - | 2,228 | - | 10,462 | - | 10,462 | |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - | - | - | |
| 96700 | Total interest expense and amortization costs | - | - | - | - | 2,228 | - | 419,678 | - | 419,678 | |
| 96900 | Total operating expenses | 75,207 | 339,689 | 269,277 | 1,172,452 | 8,830,742 | (8,372,019) | 37,130,022 | - | 37,130,022 | |
| 97000 | Excess of operating revenue over operating expenses | 401,723 | 3,720,135 | 1,137,063 | - | (61,961) | - | 116,172,393 | 848,350 | 117,020,743 | |
| 97100 | Extraordinary maintenance | - | 1,200 | - | - | 28,517 | - | 1,105,328 | - | 1,105,328 | |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | - | 10,683 | - | 10,683 | |
| 97300 | Housing assistance payments | 401,723 | - | - | - | - | - | 100,177,614 | - | 100,177,614 | |
| 97350 | HAP portability in | - | - | - | - | - | - | 2,669,191 | - | 2,669,191 | |
| 97400 | Depreciation expense | - | - | - | - | 219,174 | - | 10,245,364 | - | 10,245,364 | |
| 90000A | Total other expenses | 401,723 | 1,200 | - | - | 247,691 | - | 114,208,180 | - | 114,208,180 | |
| 90000 | Total expenses | 476,930 | 340,889 | 269,277 | 1,172,452 | 9,078,433 | (8,372,019) | 151,338,202 | - | 151,338,202 | |
| Other financing sources (uses): | | | | | | | | | | | |
| 10010 | Operating transfer in | - | 297,422 | - | - | - | - | 7,786,540 | (7,786,540.00) | - | |
| 10020 | Operating transfer out | - | (6,193,675) | (1,295,443) | - | - | - | (7,786,540) | 7,786,540.00 | - | |
| 10040 | Operating transfer out - component unit | - | - | - | - | - | - | - | - | - | |
| 10091 | Inter project excess cash transfer in | - | - | - | - | - | - | 2,315,787 | (2,315,787.00) | - | |
| 10092 | Inter project excess cash transfer out | - | - | - | - | - | - | (2,315,787) | 2,315,787.00 | - | |
| 10093 | Transfer from program and project - in | - | (263,533) | 263,533 | - | - | - | - | - | - | |
| 10094 | Transfer from program and project - out | - | - | - | - | - | - | - | - | - | |
| 10100 | Total other financing sources (uses) | - | (6,159,786) | (1,031,910) | - | - | - | - | - | - | |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ - | \$ (2,440,851) | \$ 105,153 | \$ - | \$ (309,652) | \$ - | \$ 1,964,213 | \$ 848,350 | \$ 2,812,563 | |
| Memo Account Information | | | | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 11030 | Beginning equity | - | 2,335,698 | - | - | 2,389,969 | - | 182,019,773 | - | 182,019,773 | |
| 11040 | Prior period adjustments, equity transfers & correction | - | 105,153 | (105,153) | - | - | - | - | - | - | |
| 11170 | Administrative fee equity | - | - | - | - | - | - | 1,565,145 | - | 1,565,145 | |
| 11180 | Housing assistance payments equity | - | - | - | - | - | - | 1,561,882 | - | 1,561,882 | |
| 11190 | Unit months available | 664 | - | - | - | - | - | 171,778 | - | 171,778 | |
| 11210 | Unit months leased | 664 | - | - | - | - | - | 166,401 | - | 166,401 | |
| 11270 | Excess cash | - | - | - | - | - | - | 5,812,147 | - | 5,812,147 | |
| 11610 | Land purchases | - | - | - | - | - | - | - | - | - | |
| 11620 | Building purchases | - | - | - | - | - | - | 2,411,060 | - | 2,411,060 | |
| 11630 | Furniture & equipment - dwelling purchases | - | - | - | - | - | - | - | - | - | |
| 11640 | Furniture & equipment - administrative purchases | - | - | - | - | - | - | - | - | - | |
| 11650 | Leasehold improvements | - | - | - | - | - | - | - | - | - | |
| 11660 | Infrastructure purchases | - | - | - | - | - | - | - | - | - | |
| 13510 | CFFP debt related payments | - | - | - | - | - | - | - | - | - | |
| 13901 | Replacement housing factor funds | - | - | - | - | - | - | - | - | - | |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 2301 | AMP 2302 | AMP 2303 | AMP 2304 | AMP 2305 | AMP 2306 | AMP 2307 | AMP 2308 | AMP 2309 |
|--------------------------------|--|---------------------|----------------------|---------------------|---------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| CURRENT ASSETS | | | | | | | | | | |
| Cash: | | | | | | | | | | |
| 111 | Unrestricted | \$ 243,424 | \$ 70,958 | \$ 490,747 | \$ 51,847 | \$ - | \$ 304,930 | \$ 258,221 | \$ 295,855 | \$ 264,549 |
| 112 | Cash - restricted - modernization and development | - | - | - | - | - | - | - | - | - |
| 113 | Other restricted | - | - | - | - | - | - | 38 | - | 9,979 |
| 114 | Tenant security deposits | 3,694 | 21,999 | 39,639 | 13,284 | - | 21,040 | 30,509 | 49,139 | 84,662 |
| 115 | Cash - restricted for payment of current liabilities | - | - | - | - | - | - | - | - | - |
| 100 | Total cash | <u>247,118</u> | <u>92,957</u> | <u>530,386</u> | <u>65,131</u> | <u>-</u> | <u>325,970</u> | <u>288,768</u> | <u>344,994</u> | <u>359,190</u> |
| Accounts and notes receivable: | | | | | | | | | | |
| 121 | PHA projects | - | - | - | - | - | - | - | - | - |
| 122 | HUD other projects | 17,638 | - | 4,631 | - | - | 2,383 | 6,743 | 14,895 | - |
| 124 | Other government | - | - | - | - | 4,189 | - | - | - | - |
| 125 | Miscellaneous | - | 396 | 816 | 250 | - | 650 | 300 | 569 | 1,889 |
| 126 | Tenants | 63 | 3,308 | 1,312 | 1,912 | - | 3,407 | - | 22,437 | 9,259 |
| 126.1 | Allowance for doubtful accounts - tenants | (61) | (1,608) | (140) | (1,870) | - | (1,881) | (286) | (12,475) | (2,874) |
| 126.2 | Allowance for doubtful accounts - other | - | - | - | - | - | - | - | - | - |
| 127 | Notes, loans, & mortgage receivable - current | - | - | - | - | - | - | - | - | - |
| 128 | Fraud recovery | - | - | - | - | - | - | - | - | - |
| 128.1 | Allowance for doubtful accounts - fraud | - | - | - | - | - | - | - | - | - |
| 129 | Accrued interest receivable | - | - | - | - | - | - | - | - | - |
| 120 | Total receivables, net of allowances for uncollectibles | <u>17,640</u> | <u>2,096</u> | <u>6,619</u> | <u>292</u> | <u>4,189</u> | <u>4,559</u> | <u>6,757</u> | <u>25,426</u> | <u>8,274</u> |
| 131 | Investments - unrestricted | 15,583 | 8,292 | 33,961 | 6,059 | - | 35,632 | 30,174 | 34,572 | 30,914 |
| 132 | Investments - restricted | - | - | - | - | - | - | - | - | - |
| | Total current investments | <u>15,583</u> | <u>8,292</u> | <u>33,961</u> | <u>6,059</u> | <u>-</u> | <u>35,632</u> | <u>30,174</u> | <u>34,572</u> | <u>30,914</u> |
| 142 | Prepaid expenses and other assets | - | - | - | - | - | - | - | - | - |
| 143 | Inventories | 1,943 | 18,951 | 62,915 | 14,123 | - | 34,175 | 64,527 | 82,987 | 50,360 |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | - | - | - | - | - |
| 144 | Interprogram - due from | 52,623 | 66,539 | 122,876 | 51,409 | - | 359,439 | 291,689 | 320,017 | 245,431 |
| 145 | Assets held for sale | - | - | - | - | - | - | - | - | - |
| 150 | Total current assets | <u>334,907</u> | <u>188,835</u> | <u>756,757</u> | <u>137,014</u> | <u>4,189</u> | <u>759,775</u> | <u>681,915</u> | <u>807,996</u> | <u>694,169</u> |
| NONCURRENT ASSETS | | | | | | | | | | |
| Fixed assets: | | | | | | | | | | |
| 161 | Land | 88,458 | 133,991 | 1,225,234 | 283,218 | 377,779 | 158,699 | 40,426 | 62,953 | - |
| 162 | Buildings | 1,023,889 | 25,364,903 | 4,548,033 | 3,087,062 | - | 8,486,422 | 5,737,171 | 27,276,650 | 483,195 |
| 163 | Furniture, equipment & mach - dwellings | - | - | - | - | - | - | - | - | - |
| 164 | Furniture, equipment & mach - administration | 2,026 | 30,172 | 28,751 | 2,025 | 248,124 | 149,877 | 93,325 | 205,198 | 152,821 |
| 165 | Leasehold improvements | 703,752 | 52,870 | 1,052,354 | 51,063 | 326,022 | 141,539 | 1,049,135 | 421,813 | 730,569 |
| 166 | Accumulated depreciation | (697,264) | (12,786,808) | (2,270,101) | (2,235,588) | (312,809) | (4,778,432) | (4,289,841) | (21,451,156) | (366,596) |
| 167 | Construction in progress | - | - | - | - | - | - | - | - | - |
| 168 | Infrastructure | - | - | - | - | - | - | - | - | - |
| 160 | Total fixed assets, net of accumulated depreciation | <u>1,120,861</u> | <u>12,795,128</u> | <u>4,584,271</u> | <u>1,187,780</u> | <u>639,116</u> | <u>4,158,105</u> | <u>2,630,216</u> | <u>6,515,458</u> | <u>999,989</u> |
| 171 | Notes, loans, and mortgage receivable - non current | - | - | - | - | - | - | - | - | - |
| 172 | Notes, loans, and mortgage receivable - non current-past due | - | - | - | - | - | - | - | - | - |
| 173 | Grants receivable - non current | - | - | - | - | - | - | - | - | - |
| 174 | Other assets | - | - | - | - | - | - | - | - | - |
| 176 | Investments in joint ventures | - | - | - | - | - | - | - | - | - |
| 180 | Total noncurrent assets | <u>1,120,861</u> | <u>12,795,128</u> | <u>4,584,271</u> | <u>1,187,780</u> | <u>639,116</u> | <u>4,158,105</u> | <u>2,630,216</u> | <u>6,515,458</u> | <u>999,989</u> |
| 190 | TOTAL ASSETS | <u>\$ 1,455,768</u> | <u>\$ 12,983,963</u> | <u>\$ 5,341,028</u> | <u>\$ 1,324,794</u> | <u>\$ 643,305</u> | <u>\$ 4,917,880</u> | <u>\$ 3,312,131</u> | <u>\$ 7,323,454</u> | <u>\$ 1,694,158</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 2310 | AMP 2311 | AMP 2312 | AMP 2313 | AMP 2314 | AMP 2315 | AMP 2316 | AMP 7001 | AMP 3002 | AMP 3003 |
|--------------------------------|---|---------------------|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| CURRENT ASSETS | | | | | | | | | | | |
| Cash: | | | | | | | | | | | |
| 111 | Unrestricted | \$ 36,270 | \$ 353,437 | \$ 77,247 | \$ 42,777 | \$ 62,280 | \$ - | \$ 33,474 | \$ 58,116 | \$ 47,334 | \$ - |
| 112 | Cash - restricted - modernization and development | - | - | - | - | - | - | - | - | - | - |
| 113 | Other restricted | - | - | - | - | - | - | - | - | - | 2,415 |
| 114 | Tenant security deposits | 26,667 | 56,728 | 54,644 | 34,731 | 35,609 | 4,759 | 11,340 | 18,524 | 21,230 | 4,153 |
| 115 | Cash - restricted for payment of current liabilities | - | - | - | - | - | - | - | - | - | - |
| 100 | Total cash | <u>62,937</u> | <u>410,165</u> | <u>131,891</u> | <u>77,508</u> | <u>97,889</u> | <u>4,759</u> | <u>44,814</u> | <u>76,640</u> | <u>68,564</u> | <u>6,568</u> |
| Accounts and notes receivable: | | | | | | | | | | | |
| 121 | PHA projects | - | - | - | - | - | - | - | - | - | - |
| 122 | HUD other projects | - | 8,092 | 1,443 | 471,071 | 5,784 | - | - | 12,819 | 22,196 | 7,091 |
| 124 | Other government | - | - | - | - | - | - | - | - | - | - |
| 125 | Miscellaneous | 296 | 1,246 | 1,940 | 360 | 796 | 3,185 | - | 270 | 650 | - |
| 126 | Tenants | 15,693 | 14,099 | 22,484 | 17,949 | 8,940 | - | 1,199 | 2,044 | 9,930 | - |
| 126.1 | Allowance for doubtful accounts - tenants | (609) | (2,605) | (13,301) | (10,250) | (2,529) | - | (187) | (1,458) | - | - |
| 126.2 | Allowance for doubtful accounts - other | - | - | - | - | - | - | - | - | - | - |
| 127 | Notes, loans, & mortgage receivable - current | - | - | - | - | - | - | - | - | - | - |
| 128 | Fraud recovery | - | - | - | - | - | - | - | - | - | - |
| 128.1 | Allowance for doubtful accounts - fraud | - | - | - | - | - | - | - | - | - | - |
| 129 | Accrued interest receivable | - | - | - | - | - | - | - | - | - | - |
| 120 | Total receivables, net of allowances for uncollectibles | <u>15,380</u> | <u>20,832</u> | <u>12,566</u> | <u>479,130</u> | <u>12,991</u> | <u>3,185</u> | <u>1,012</u> | <u>13,675</u> | <u>32,776</u> | <u>7,091</u> |
| 131 | Investments - unrestricted | 4,238 | 41,301 | 9,027 | 4,999 | 7,278 | - | 3,912 | 6,791 | 5,531 | - |
| 132 | Investments - restricted | - | - | - | - | - | - | - | - | - | - |
| | Total current investments | <u>4,238</u> | <u>41,301</u> | <u>9,027</u> | <u>4,999</u> | <u>7,278</u> | <u>-</u> | <u>3,912</u> | <u>6,791</u> | <u>5,531</u> | <u>-</u> |
| 142 | Prepaid expenses and other assets | - | 169 | - | - | - | - | - | - | - | 1,754,905 |
| 143 | Inventories | 25,797 | 68,693 | 53,952 | 36,471 | 41,469 | - | 13,793 | 18,330 | 27,686 | - |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | - | - | - | - | - | - |
| 144 | Interprogram - due from | 18,589 | 384,276 | 41,741 | 18,645 | 42,102 | - | 30,428 | 53,990 | 37,832 | - |
| 145 | Assets held for sale | - | - | - | - | - | - | - | - | - | - |
| 150 | Total current assets | <u>126,941</u> | <u>925,436</u> | <u>249,177</u> | <u>616,753</u> | <u>201,729</u> | <u>7,944</u> | <u>93,959</u> | <u>169,426</u> | <u>172,389</u> | <u>1,768,564</u> |
| NONCURRENT ASSETS | | | | | | | | | | | |
| Fixed assets: | | | | | | | | | | | |
| 161 | Land | 3,350,964 | 3,370,264 | 509,173 | 958,313 | - | 63,239 | 99,124 | 125,649 | 34,825 | 38,900 |
| 162 | Buildings | 15,432,780 | 25,205,016 | 2,447,538 | 767,514 | 729,027 | - | 9,033,950 | 12,257,786 | 3,639,136 | - |
| 163 | Furniture, equipment & mach - dwellings | - | - | - | - | - | - | - | - | - | - |
| 164 | Furniture, equipment & mach - administration | 7,025 | 49,732 | 14,919 | 2,025 | 87,401 | - | - | 165,942 | 27,842 | 56,403 |
| 165 | Leasehold improvements | 59,827 | 40,982 | 345,626 | 185,115 | 339,905 | - | - | 564,264 | 506,007 | - |
| 166 | Accumulated depreciation | (9,422,113) | (9,990,454) | (1,647,908) | (327,458) | (347,324) | (1,201,852) | (1,806,895) | (11,481,367) | (3,447,703) | (40,450) |
| 167 | Construction in progress | - | - | - | 425,356 | - | - | - | 60,041 | - | - |
| 168 | Infrastructure | - | - | - | - | - | 3,431,176 | - | - | - | - |
| 160 | Total fixed assets, net of accumulated depreciation | <u>9,428,483</u> | <u>18,675,540</u> | <u>1,669,348</u> | <u>2,010,865</u> | <u>809,009</u> | <u>2,292,563</u> | <u>7,326,179</u> | <u>1,692,315</u> | <u>760,107</u> | <u>54,853</u> |
| 171 | Notes, loans, and mortgage receivable - non current | - | - | - | - | - | - | - | - | - | 7,376,317 |
| 172 | Notes, loans, and mortgage receivable - non current- past due | - | - | - | - | - | - | - | - | - | - |
| 173 | Grants receivable - non current | - | - | - | - | - | - | - | - | - | - |
| 174 | Other assets | - | - | - | - | - | - | - | - | - | - |
| 176 | Investments in joint ventures | - | - | - | - | - | - | - | - | - | - |
| 180 | Total noncurrent assets | <u>9,428,483</u> | <u>18,675,540</u> | <u>1,669,348</u> | <u>2,010,865</u> | <u>809,009</u> | <u>2,292,563</u> | <u>7,326,179</u> | <u>1,692,315</u> | <u>760,107</u> | <u>7,431,170</u> |
| 190 | TOTAL ASSETS | <u>\$ 9,555,424</u> | <u>\$ 19,600,976</u> | <u>\$ 1,918,525</u> | <u>\$ 2,627,618</u> | <u>\$ 1,010,738</u> | <u>\$ 2,300,507</u> | <u>\$ 7,420,138</u> | <u>\$ 1,861,741</u> | <u>\$ 932,496</u> | <u>\$ 9,199,734</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | Fund 200 | | | | | | | | | | Project Totals |
|--------------------------------|---|---------------------|-------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|----------------------|----------------------|-----------------------|
| | | AMP 3005 | AMP 3006 | AMP 3007 | AMP 3008 | AMP 3009 | AMP 3010 | AMP 3016 | AMP 3020 | AMP 3021 | 'Other Projects' | |
| CURRENT ASSETS | | | | | | | | | | | | |
| Cash: | | | | | | | | | | | | |
| 111 | Unrestricted | \$ 54,728 | \$ - | \$ 22,878 | \$ 58,166 | \$ 34,993 | \$ 72,393 | \$ 90,128 | \$ 36,616 | \$ 52,033 | \$ 3,152,754 | \$ 6,266,155 |
| 112 | Cash - restricted - modernization and development | - | - | - | - | - | - | - | - | - | - | - |
| 113 | Other restricted | 716 | - | 234 | - | - | - | 821,919 | - | 33,376 | - | 868,677 |
| 114 | Tenant security deposits | 29,922 | - | 24,010 | 34,721 | 13,991 | 34,801 | 89,427 | 19,711 | 20,196 | 3,196 | 802,326 |
| 115 | Cash - restricted for payment of current liabilities | - | - | - | - | - | - | - | - | - | - | - |
| 100 | Total cash | 85,366 | - | 47,122 | 92,887 | 48,984 | 107,194 | 1,001,474 | 56,327 | 105,605 | 3,155,950 | 7,937,158 |
| Accounts and notes receivable: | | | | | | | | | | | | |
| 121 | PHA projects | - | - | - | - | - | - | - | - | - | - | - |
| 122 | HUD other projects | 77,926 | - | - | 1,065 | - | - | 579 | 14,562 | - | - | 668,918 |
| 124 | Other government | - | - | - | - | - | - | - | - | - | - | 4,189 |
| 125 | Miscellaneous | 2,620 | - | 409 | 1,473 | 100 | 1,447 | 2,633 | 1,230 | 644 | - | 24,169 |
| 126 | Tenants | 6,211 | - | 13,828 | 15,091 | 2,871 | 6,470 | 14,997 | 6,868 | 3,617 | - | 203,989 |
| 126.1 | Allowance for doubtful accounts - tenants | (1,484) | - | (2,027) | (11,074) | (50) | (1,635) | (2,189) | (1,317) | (1,711) | - | (73,621) |
| 126.2 | Allowance for doubtful accounts - other | - | - | - | - | - | - | - | - | - | - | - |
| 127 | Notes, loans, & mortgage receivable - current | - | - | - | - | - | - | - | - | - | - | - |
| 128 | Fraud recovery | - | - | - | - | - | - | - | - | - | - | - |
| 128.1 | Allowance for doubtful accounts - fraud | - | - | - | - | - | - | - | - | - | - | - |
| 129 | Accrued interest receivable | - | - | - | - | - | - | - | - | - | 9,356 | 9,356 |
| 120 | Total receivables, net of allowances for uncollectibles | 85,273 | - | 12,210 | 6,555 | 2,921 | 6,282 | 16,020 | 21,343 | 2,550 | 9,356 | 837,000 |
| 131 | Investments - unrestricted | 6,395 | - | 2,674 | 6,797 | 4,089 | 8,460 | 10,531 | 4,280 | 6,080 | - | 327,570 |
| 132 | Investments - restricted | - | - | - | - | - | - | - | - | - | 4,306,060 | 4,306,060 |
| | Total current investments | 6,395 | - | 2,674 | 6,797 | 4,089 | 8,460 | 10,531 | 4,280 | 6,080 | 4,306,060 | 4,633,630 |
| 142 | Prepaid expenses and other assets | - | - | 7,448 | 13,816 | 8,708 | 7,448 | 22,453 | - | 11,983 | 218,847 | 2,045,777 |
| 143 | Inventories | 27,686 | - | 18,222 | 22,250 | 14,021 | 27,793 | 50,091 | 11,406 | - | - | 787,641 |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | - | - | - | - | - | - | - |
| 144 | Interprogram - due from | 38,366 | - | 4,536 | 36,924 | 29,672 | 55,528 | 22,613 | 13,479 | 44,728 | - | 2,383,472 |
| 145 | Assets held for sale | - | - | - | - | - | - | - | - | - | - | - |
| 150 | Total current assets | 243,086 | - | 92,212 | 179,229 | 108,395 | 212,705 | 1,123,182 | 106,835 | 170,946 | 7,690,213 | 18,624,678 |
| NONCURRENT ASSETS | | | | | | | | | | | | |
| Fixed assets: | | | | | | | | | | | | |
| 161 | Land | 167,994 | - | 130,717 | 555,384 | 421,886 | 408,525 | 2,169,212 | 55,998 | 936,309 | 1,544,716 | 17,311,950 |
| 162 | Buildings | 10,109,932 | - | 6,187,961 | 7,645,239 | 3,994,110 | 5,495,577 | 14,151,865 | 6,758,282 | 12,072,996 | 1,572,348 | 213,508,382 |
| 163 | Furniture, equipment & mach - dwellings | - | - | - | 75,039 | - | - | - | - | - | - | 75,039 |
| 164 | Furniture, equipment & mach - administration | 34,503 | - | 11,414 | 49,288 | 12,336 | 31,881 | 13,303 | 11,479 | - | 214,738 | 1,702,550 |
| 165 | Leasehold improvements | 941,905 | - | 590,660 | 1,651,475 | 1,099,615 | 888,250 | 3,284,883 | 555,785 | 211,626 | 696,226 | 16,491,268 |
| 166 | Accumulated depreciation | (5,914,822) | - | (4,818,344) | (6,878,008) | (3,887,914) | (5,217,044) | (10,061,148) | (2,777,033) | (1,400,024) | (755,777) | (130,612,233) |
| 167 | Construction in progress | 23,716 | - | 54,207 | 70,358 | - | 261 | 45,493 | - | - | - | 679,432 |
| 168 | Infrastructure | - | - | - | - | - | - | - | - | - | - | 3,431,176 |
| 160 | Total fixed assets, net of accumulated depreciation | 5,363,228 | - | 2,156,615 | 3,168,775 | 1,640,033 | 1,607,450 | 9,603,608 | 4,604,511 | 11,820,907 | 3,272,251 | 122,587,564 |
| 171 | Notes, loans, and mortgage receivable - non current | - | - | - | - | - | - | - | - | - | 288,770 | 7,665,087 |
| 172 | Notes, loans, and mortgage receivable - non current- past due | - | - | - | - | - | - | - | - | - | - | - |
| 173 | Grants receivable - non current | - | - | - | - | - | - | - | - | - | - | - |
| 174 | Other assets | - | - | - | - | - | - | - | - | - | - | - |
| 176 | Investments in joint ventures | - | - | - | - | - | - | - | - | - | - | - |
| 180 | Total noncurrent assets | 5,363,228 | - | 2,156,615 | 3,168,775 | 1,640,033 | 1,607,450 | 9,603,608 | 4,604,511 | 11,820,907 | 3,561,021 | 130,252,651 |
| 190 | TOTAL ASSETS | \$ 5,606,314 | \$ - | \$ 2,248,827 | \$ 3,348,004 | \$ 1,748,428 | \$ 1,820,155 | \$ 10,726,790 | \$ 4,711,346 | \$ 11,991,853 | \$ 11,251,234 | \$ 148,877,329 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 2301 | AMP 2302 | AMP 2303 | AMP 2304 | AMP 2305 | AMP 2306 | AMP 2307 | AMP 2308 | AMP 2309 |
|--------------------------------|---|---------------------|----------------------|---------------------|---------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| CURRENT LIABILITIES | | | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable < 90 days | 13,043 | 14,913 | 14,062 | 977 | - | 9,130 | 12,988 | 28,755 | 51,820 |
| 313 | Accounts payable > 90 days past due | - | - | - | - | - | - | - | - | - |
| 321 | Accrued wage/payroll taxes payable | 392 | 9,348 | 6,775 | 1,698 | - | 6,921 | 8,376 | 6,353 | 10,091 |
| 322 | Accrued compensated absences - current portion | 4,077 | 13,204 | 5,177 | 8,479 | - | 8,394 | 11,173 | 23,708 | 17,718 |
| 324 | Accrued contingency liability | - | - | - | - | - | - | - | - | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - | - | - |
| 332 | Accounts payable - PHA projects | - | - | - | - | - | - | - | - | - |
| 333 | Accounts payable - other gov. | 1,691 | 10,295 | 42,969 | 3,188 | - | 24,848 | 32,682 | 26,126 | 10,961 |
| 341 | Tenant security deposits | 3,694 | 21,999 | 39,639 | 8,715 | - | 21,040 | 30,962 | 47,778 | 36,205 |
| 342 | Deferred revenues | 25 | 57 | 1,829 | 954 | - | 254 | 571 | 3,145 | 1,076 |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | - | - | - | - |
| 344 | Current portion of LT debt - operating | - | - | - | - | - | - | - | - | - |
| 345 | Other current liabilities | - | - | - | - | - | - | 38 | - | 9,979 |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - | - | - |
| 347 | Inter program - due to | 17,638 | - | 4,631 | - | 90,199 | 2,353 | 6,743 | 14,895 | - |
| 348 | Loan liability - current | - | - | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>40,560</u> | <u>69,816</u> | <u>115,082</u> | <u>24,011</u> | <u>90,199</u> | <u>72,940</u> | <u>103,533</u> | <u>150,760</u> | <u>137,850</u> |
| NON-CURRENT LIABILITIES | | | | | | | | | | |
| 351 | Long term debt, net of current - capital | - | - | - | - | - | - | - | - | - |
| 352 | Long term debt, net of current - operating | - | - | - | - | - | - | - | - | - |
| 353 | Non current liabilities | - | - | - | 4,569 | - | - | - | 1,361 | 48,451 |
| 354 | Accrued compensated absences - non-current | 16,307 | 52,815 | 20,707 | 33,915 | - | 33,576 | 44,691 | 94,832 | 70,873 |
| 355 | Loan liability - non current | - | - | - | - | - | - | - | - | - |
| 356 | FASB 5 liabilities | - | - | - | - | - | - | - | - | - |
| 357 | Accrued pension and OPEB liabilities | - | - | - | - | - | - | - | - | - |
| 350 | Total non-current liabilities | <u>16,307</u> | <u>52,815</u> | <u>20,707</u> | <u>38,484</u> | <u>-</u> | <u>33,576</u> | <u>44,691</u> | <u>96,193</u> | <u>119,324</u> |
| 300 | Total liabilities | <u>56,867</u> | <u>122,631</u> | <u>135,789</u> | <u>62,495</u> | <u>90,199</u> | <u>106,516</u> | <u>148,224</u> | <u>246,953</u> | <u>257,174</u> |
| EQUITY | | | | | | | | | | |
| 508.1 | Invested in capital assets | 1,120,861 | 12,795,128 | 4,584,271 | 1,187,780 | 639,116 | 4,158,105 | 2,630,216 | 6,515,458 | 999,989 |
| 509.2 | Fund balance reserved | - | - | - | - | - | - | - | - | - |
| 511.2 | Unreserved, designated fund balance | - | - | - | - | - | - | - | - | - |
| 511.1 | Restricted net assets | - | - | - | - | - | - | - | - | 9,985 |
| 512.1 | Unrestricted net assets | 278,040 | 66,204 | 620,968 | 74,519 | (86,010) | 653,259 | 533,691 | 561,043 | 427,010 |
| 512.2 | Unreserved undesignated fund balance | - | - | - | - | - | - | - | - | - |
| 513 | Total equity/net assets | <u>1,398,901</u> | <u>12,861,332</u> | <u>5,205,239</u> | <u>1,262,299</u> | <u>553,106</u> | <u>4,811,364</u> | <u>3,163,907</u> | <u>7,076,501</u> | <u>1,436,984</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 1,455,768</u> | <u>\$ 12,983,963</u> | <u>\$ 5,341,028</u> | <u>\$ 1,324,794</u> | <u>\$ 643,305</u> | <u>\$ 4,917,880</u> | <u>\$ 3,312,131</u> | <u>\$ 7,323,454</u> | <u>\$ 1,694,158</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 2310 | AMP 2311 | AMP 2312 | AMP 2313 | AMP 2314 | AMP 2315 | AMP 2316 | AMP 7001 | AMP 3002 | AMP 3003 |
|--------------------------------|---|---------------------|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| CURRENT LIABILITIES | | | | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable < 90 days | 7,190 | 19,597 | 13,781 | 457,773 | 13,375 | - | 3,758 | 8,430 | 16,317 | 2,592 |
| 313 | Accounts payable > 90 days past due | - | - | - | - | - | - | - | - | - | - |
| 321 | Accrued wage/payroll taxes payable | 2,105 | 4,857 | 7,584 | 4,615 | 3,702 | - | 625 | 2,936 | 5,248 | - |
| 322 | Accrued compensated absences - current portion | 10,401 | 11,000 | 13,095 | 5,762 | 8,406 | - | 4,241 | 4,625 | 11,613 | - |
| 324 | Accrued contingency liability | - | - | - | - | - | - | - | - | - | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - | - | - | - |
| 332 | Accounts payable - PHA projects | - | - | - | - | - | - | - | - | - | - |
| 333 | Accounts payable - other gov. | 7,534 | 30,786 | 9,682 | 3,800 | 9,799 | - | 8,105 | 4,919 | - | - |
| 341 | Tenant security deposits | 11,258 | 47,618 | 28,804 | 16,908 | 22,693 | - | 11,340 | 19,216 | 21,230 | 4,153 |
| 342 | Deferred revenues | 378 | 5,474 | 1,364 | 534 | 3,098 | - | 38 | 62 | 271 | 200 |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | - | - | - | - | - |
| 344 | Current portion of LT debt - operating | - | - | - | - | - | - | - | - | - | - |
| 345 | Other current liabilities | - | - | - | - | - | - | - | - | - | 2,415 |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - | - | - | - |
| 347 | Inter program - due to | - | 5,130 | 1,443 | 17,053 | 5,784 | 7,734 | - | 12,819 | 11,889 | 265,049 |
| 348 | Loan liability - current | - | - | - | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>38,866</u> | <u>124,462</u> | <u>75,753</u> | <u>506,445</u> | <u>66,857</u> | <u>7,734</u> | <u>28,107</u> | <u>53,007</u> | <u>66,568</u> | <u>274,409</u> |
| NON-CURRENT LIABILITIES | | | | | | | | | | | |
| 351 | Long term debt, net of current - capital | - | - | - | - | - | - | - | - | - | - |
| 352 | Long term debt, net of current - operating | - | - | - | - | - | - | - | - | - | - |
| 353 | Non current liabilities | 15,413 | 12,534 | 25,840 | 17,823 | 12,916 | 4,759 | - | - | - | - |
| 354 | Accrued compensated absences - non-current | 41,605 | 44,002 | 52,381 | 23,046 | 33,624 | - | 16,965 | 18,500 | 46,452 | - |
| 355 | Loan liability - non current | - | - | - | - | - | - | - | - | - | - |
| 356 | FASB 5 liabilities | - | - | - | - | - | - | - | - | - | - |
| 357 | Accrued pension and OPEB liabilities | - | - | - | - | - | - | - | - | - | - |
| 350 | Total non-current liabilities | <u>57,018</u> | <u>56,536</u> | <u>78,221</u> | <u>40,869</u> | <u>46,540</u> | <u>4,759</u> | <u>16,965</u> | <u>18,500</u> | <u>46,452</u> | <u>-</u> |
| 300 | Total liabilities | <u>95,884</u> | <u>180,998</u> | <u>153,974</u> | <u>547,314</u> | <u>113,397</u> | <u>12,493</u> | <u>45,072</u> | <u>71,507</u> | <u>113,020</u> | <u>274,409</u> |
| EQUITY | | | | | | | | | | | |
| 508.1 | Invested in capital assets | 9,428,483 | 18,675,540 | 1,669,348 | 2,010,865 | 809,009 | 2,292,563 | 7,326,179 | 1,692,315 | 760,107 | 54,853 |
| 509.2 | Fund balance reserved | - | - | - | - | - | - | - | - | - | - |
| 511.2 | Unreserved, designated fund balance | - | - | - | - | - | - | - | - | - | - |
| 511.1 | Restricted net assets | - | - | - | - | - | - | - | - | - | 2,415 |
| 512.1 | Unrestricted net assets | 31,057 | 744,438 | 95,203 | 69,439 | 88,332 | (4,549) | 48,887 | 97,919 | 59,369 | 8,868,057 |
| 512.2 | Unreserved undesignated fund balance | - | - | - | - | - | - | - | - | - | - |
| 513 | Total equity/net assets | <u>9,459,540</u> | <u>19,419,978</u> | <u>1,764,551</u> | <u>2,080,304</u> | <u>897,341</u> | <u>2,288,014</u> | <u>7,375,066</u> | <u>1,790,234</u> | <u>819,476</u> | <u>8,925,325</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 9,555,424</u> | <u>\$ 19,600,976</u> | <u>\$ 1,918,525</u> | <u>\$ 2,627,618</u> | <u>\$ 1,010,738</u> | <u>\$ 2,300,507</u> | <u>\$ 7,420,138</u> | <u>\$ 1,861,741</u> | <u>\$ 932,496</u> | <u>\$ 9,199,734</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 3005 | AMP 3006 | AMP 3007 | AMP 3008 | AMP 3009 | AMP 3010 | AMP 3016 | AMP 3020 | AMP 3021 | Fund 200 'Other Project' | Project Totals |
|--------------------------------|---|---------------------|-------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|----------------------|--------------------------|-----------------------|
| CURRENT LIABILITIES | | | | | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable < 90 days | 45,955 | - | 1,965 | 17,644 | 7,043 | 9,904 | 19,322 | 20,923 | 1,907 | 542,848 | 1,356,012 |
| 313 | Accounts payable > 90 Days past due | - | - | - | - | - | - | - | - | - | - | - |
| 321 | Accrued wage/payroll taxes payable | 6,776 | - | 1,878 | 3,631 | 2,205 | 2,864 | 5,809 | 1,793 | 3,925 | - | 110,507 |
| 322 | Accrued compensated absences - current portion | 11,613 | - | 5,699 | 9,140 | 9,140 | 5,699 | 5,699 | 9,140 | - | - | 217,203 |
| 324 | Accrued contingency liability | - | - | - | - | - | - | - | - | - | - | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - | - | - | - | - |
| 332 | Accounts payable - PHA projects | - | - | - | - | - | - | - | - | - | - | - |
| 333 | Accounts payable - other gov. | - | - | - | - | - | - | - | - | - | - | 227,385 |
| 341 | Tenant security deposits | 23,671 | - | 14,313 | 33,279 | 13,991 | 21,333 | 69,923 | 15,863 | 20,196 | - | 605,821 |
| 342 | Deferred revenues | 145 | - | 196 | 2,290 | 788 | 428 | 2,798 | 2,417 | 132 | - | 28,524 |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | - | - | - | - | - | - |
| 344 | Current portion of LT debt - operating | - | - | - | - | - | - | - | - | - | 48,911 | 48,911 |
| 345 | Other current liabilities | 716 | - | 234 | - | - | - | 120 | - | 33,376 | - | 46,878 |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - | - | - | - | - |
| 347 | Inter program - due to | 46,418 | - | - | - | - | - | - | - | - | - | 509,778 |
| 348 | Loan liability - current | - | - | - | - | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>135,294</u> | <u>-</u> | <u>24,285</u> | <u>65,984</u> | <u>33,167</u> | <u>40,228</u> | <u>103,671</u> | <u>50,136</u> | <u>59,536</u> | <u>591,759</u> | <u>3,151,019</u> |
| NON-CURRENT LIABILITIES | | | | | | | | | | | | |
| 351 | Long term debt, net of current - capital | - | - | - | - | - | - | - | - | - | - | - |
| 352 | Long term debt, net of current - operating | - | - | - | - | - | - | - | - | - | 150,934 | 150,934 |
| 353 | Non current liabilities | 6,251 | - | 9,697 | 1,442 | - | 13,468 | 19,504 | 3,848 | - | - | 197,876 |
| 354 | Accrued compensated absences - non-current | 46,452 | - | 22,796 | 36,560 | 36,560 | 22,796 | 22,796 | 36,560 | - | - | 868,811 |
| 355 | Loan liability - non current | - | - | - | - | - | - | - | - | - | - | - |
| 356 | FASB 5 liabilities | - | - | - | - | - | - | - | - | - | - | - |
| 357 | Accrued pension and OPEB liabilities | - | - | - | - | - | - | - | - | - | - | - |
| 350 | Total non-current liabilities | <u>52,703</u> | <u>-</u> | <u>32,493</u> | <u>38,002</u> | <u>36,560</u> | <u>36,264</u> | <u>42,300</u> | <u>40,408</u> | <u>-</u> | <u>150,934</u> | <u>1,217,621</u> |
| 300 | Total liabilities | <u>187,997</u> | <u>-</u> | <u>56,778</u> | <u>103,986</u> | <u>69,727</u> | <u>76,492</u> | <u>145,971</u> | <u>90,544</u> | <u>59,536</u> | <u>742,693</u> | <u>4,368,640</u> |
| EQUITY | | | | | | | | | | | | |
| 508.1 | Invested in capital assets | 5,363,228 | - | 2,156,615 | 3,168,775 | 1,640,033 | 1,607,450 | 9,603,608 | 4,604,511 | 11,820,907 | 3,272,251 | 122,587,564 |
| 509.2 | Fund balance reserved | - | - | - | - | - | - | - | - | - | - | - |
| 511.2 | Unreserved, designated fund balance | - | - | - | - | - | - | - | - | - | - | - |
| 511.1 | Restricted net assets | 716 | - | 234 | - | - | - | 821,919 | - | 33,376 | 4,309,256 | 5,177,901 |
| 512.1 | Unrestricted net assets | 54,373 | - | 35,200 | 75,243 | 38,668 | 136,213 | 155,292 | 16,291 | 78,034 | 2,927,034 | 16,743,224 |
| 512.2 | Unreserved undesignated fund balance | - | - | - | - | - | - | - | - | - | - | - |
| 513 | Total equity/net assets | <u>5,418,317</u> | <u>-</u> | <u>2,192,049</u> | <u>3,244,018</u> | <u>1,678,701</u> | <u>1,743,663</u> | <u>10,580,819</u> | <u>4,620,802</u> | <u>11,932,317</u> | <u>10,508,541</u> | <u>144,508,689</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 5,606,314</u> | <u>\$ -</u> | <u>\$ 2,248,827</u> | <u>\$ 3,348,004</u> | <u>\$ 1,748,428</u> | <u>\$ 1,820,155</u> | <u>\$ 10,726,790</u> | <u>\$ 4,711,346</u> | <u>\$ 11,991,853</u> | <u>\$ 11,251,234</u> | <u>\$ 148,877,329</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 2301 | AMP 2302 | AMP 2303 | AMP 2304 | AMP 2305 | AMP 2306 | AMP 2307 | AMP 2308 | AMP 2309 |
|------------------------------------|---|-----------|------------|------------|-----------|----------|------------|------------|------------|------------|
| REVENUE | | | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ 37,749 | \$ 207,103 | \$ 626,981 | \$ 40,080 | \$ - | \$ 412,747 | \$ 591,162 | \$ 325,839 | \$ 120,045 |
| 70400 | Tenant revenue - other | 3,521 | 4,068 | 10,738 | 5,713 | - | 9,815 | 15,011 | 24,660 | 26,158 |
| 70500 | Total tenant revenue | 41,270 | 211,171 | 637,719 | 45,793 | - | 422,562 | 606,173 | 350,499 | 146,203 |
| 70600 | HUD PHA operating grants | 546,875 | 645,678 | 1,055,557 | 265,173 | - | 649,583 | 858,551 | 1,559,316 | 1,173,673 |
| 70610 | Capital grants | - | - | - | - | - | - | - | - | - |
| 70710 | Management fee | - | - | - | - | - | - | - | - | - |
| 70720 | Asset management fee | - | - | - | - | - | - | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | - | - | - | - | - |
| 70740 | Front line service fee | - | - | - | - | - | - | - | - | - |
| 70750 | Other fees | - | - | - | - | - | - | - | - | - |
| 70700 | Total fee revenue | 546,875 | 645,678 | 1,055,557 | 265,173 | - | 649,583 | 858,551 | 1,559,316 | 1,173,673 |
| 70800 | Other government grants | - | - | - | - | - | - | - | - | - |
| 71100 | Investment income - unrestricted | - | - | - | - | - | - | - | - | - |
| 71200 | Mortgage interest income | - | - | - | - | - | - | - | - | - |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - | - | - |
| 71310 | Cost of sale of assets | - | - | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | - | - | - | - | - | - | - | - | - |
| 71500 | Other revenue | 4,874 | 3,222 | 6,191 | 5,366 | - | (20,100) | 3,310 | (14,704) | 9,102 |
| 71600 | Gain or loss on sale of capital assets | - | - | - | - | - | - | - | - | - |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - | - | - |
| 70000 | Total revenue | 593,019 | 860,071 | 1,699,467 | 316,332 | - | 1,052,045 | 1,468,034 | 1,895,111 | 1,328,978 |
| EXPENSES | | | | | | | | | | |
| Administrative: | | | | | | | | | | |
| 91100 | Administrative salaries | 13,864 | 66,202 | 93,495 | 28,983 | - | 79,325 | 78,205 | 116,733 | 41,214 |
| 91200 | Auditing fees | 423 | 2,208 | 4,576 | 706 | 4,433 | 2,649 | 3,532 | 4,151 | 3,073 |
| 91300 | Management fee | 384,001 | 90,053 | 188,975 | 29,087 | - | 105,868 | 146,801 | 168,880 | 119,881 |
| 91310 | Bookkeeping fee | 2,100 | 10,890 | 22,851 | 3,517 | - | 12,803 | 17,753 | 20,423 | 14,498 |
| 91400 | Advertising and marketing | - | - | - | - | - | - | - | - | 131 |
| 91500 | Employee benefit contributions - administrative | 6,641 | 26,777 | 46,659 | 13,562 | - | 36,700 | 37,380 | 46,600 | 21,237 |
| 91600 | Office expenses | 3,718 | 6,976 | 10,728 | 3,763 | - | 6,821 | 8,956 | 10,623 | 8,368 |
| 91700 | Legal expense | - | - | - | - | - | 3,627 | - | - | - |
| 91800 | Travel | 40,408 | 250 | 487 | - | - | 679 | 946 | 1,730 | 116 |
| 91810 | Allocated overhead | - | - | - | - | - | - | - | - | - |
| 91900 | Other fees | 34,367 | 110,021 | 248,633 | 40,622 | - | 133,013 | 164,663 | 217,986 | 257,686 |
| 91000 | Total administrative | 485,522 | 313,377 | 616,404 | 120,240 | 4,433 | 381,485 | 458,236 | 587,126 | 466,204 |
| 92000 | Asset management fee | 2,880 | 15,000 | 31,080 | - | - | 18,000 | 24,000 | 770 | 20,880 |
| Tenant services: | | | | | | | | | | |
| 92100 | Salaries | 4,714 | 5,507 | 23,783 | - | - | 19,003 | 40,208 | - | - |
| 92200 | Relocation costs | - | - | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | 2,209 | 2,582 | 11,125 | - | - | 9,133 | 19,269 | - | - |
| 92400 | Other | - | 4,888 | 5,465 | 114 | - | 1,983 | 4,157 | 896 | 1,264 |
| 92500 | Total tenant services | 6,923 | 12,977 | 40,373 | 114 | - | 30,119 | 63,634 | 896 | 1,264 |
| Utilities: | | | | | | | | | | |
| 93100 | Water | 7,777 | 64,273 | 44,362 | 25,469 | 86,007 | 21,184 | 37,325 | 112,814 | 90,781 |
| 93200 | Electricity | 9,057 | 23,595 | 72,581 | 2,901 | - | 107,062 | 141,463 | 28,391 | 23,253 |
| 93300 | Gas | 449 | 4,453 | 13,189 | - | - | 16,585 | 31,347 | 8,189 | 2,290 |
| 93400 | Fuel | - | - | - | - | - | - | - | - | - |
| 93500 | Labor | - | - | - | - | - | - | - | - | - |
| 93600 | Sewer | 6,017 | 15,231 | 66,923 | 3,834 | - | 16,481 | 51,843 | 23,838 | 19,216 |
| 93800 | Other utilities expense | - | - | - | - | - | - | - | - | - |
| 93000 | Total utilities | 23,300 | 107,552 | 197,055 | 32,204 | 86,007 | 161,312 | 261,978 | 173,232 | 135,540 |
| Ordinary maintenance & operations: | | | | | | | | | | |
| 94100 | Labor | 17,292 | 202,031 | 136,311 | 43,823 | 2,063 | 138,156 | 156,808 | 242,844 | 67,310 |
| 94200 | Materials and other | 10,583 | 35,382 | 44,198 | 18,784 | 12 | 24,716 | 29,772 | 89,932 | 98,534 |
| 94300 | Contracts | 22,663 | 105,170 | 168,569 | 25,384 | 3,362 | 97,052 | 152,648 | 133,991 | 89,588 |
| 94500 | Employee benefits contribution | 8,040 | 97,129 | 64,958 | 20,780 | 845 | 65,711 | 71,722 | 111,606 | 34,536 |
| 94000 | Total ordinary maintenance & operations | 58,578 | 439,722 | 414,036 | 108,771 | 6,282 | 325,635 | 410,950 | 578,373 | 289,968 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 2310 | AMP 2311 | AMP 2312 | AMP 2313 | AMP 2314 | AMP 2315 | AMP 2316 | AMP 7001 | AMP 3002 | AMP 3003 |
|------------------------------------|---|------------|------------|-----------|-----------|------------|----------|------------|------------|------------|-----------|
| REVENUE | | | | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ 103,278 | \$ 367,003 | \$ 89,896 | \$ 68,912 | \$ 128,282 | \$ - | \$ 187,956 | \$ 289,850 | \$ 222,890 | \$ - |
| 70400 | Tenant revenue - other | 9,301 | 30,244 | 26,733 | 8,962 | 15,111 | - | 5,140 | 8,532 | 18,601 | 200 |
| 70500 | Total tenant revenue | 112,579 | 397,247 | 116,629 | 77,874 | 143,393 | - | 193,096 | 298,382 | 241,491 | 200 |
| 70600 | HUD PHA operating grants | 261,680 | 928,041 | 910,057 | 491,401 | 662,042 | 310,640 | 133,236 | 316,858 | 300,244 | 4,483,680 |
| 70610 | Capital grants | - | - | - | 425,356 | - | - | - | - | - | - |
| 70710 | Management fee | - | - | - | - | - | - | - | - | - | - |
| 70720 | Asset management fee | - | - | - | - | - | - | - | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | - | - | - | - | - | - |
| 70740 | Front line service fee | - | - | - | - | - | - | - | - | - | - |
| 70750 | Other fees | - | - | - | - | - | - | - | - | - | - |
| 70700 | Total fee revenue | 261,680 | 928,041 | 910,057 | 916,757 | 662,042 | 310,640 | 133,236 | 316,858 | 300,244 | 4,483,680 |
| 70800 | Other government grants | - | - | - | - | - | - | - | - | - | 190,000 |
| 71100 | Investment income - unrestricted | - | - | - | - | - | - | - | - | - | - |
| 71200 | Mortgage interest income | - | - | - | - | - | - | - | - | - | - |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - | - | - | - |
| 71310 | Cost of sale of assets | - | - | - | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | - | - | - | - | - | - | - | 7,538 | - | - |
| 71500 | Other revenue | 120 | 34,746 | 3,090 | 649 | 88 | - | 423 | 2,223 | 595 | - |
| 71600 | Gain or loss on sale of capital assets | - | - | - | - | - | - | - | - | - | 1,835,326 |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - | - | - | - |
| 70000 | Total revenue | 374,379 | 1,360,034 | 1,029,776 | 995,280 | 805,523 | 310,640 | 326,755 | 625,001 | 542,330 | 6,509,206 |
| EXPENSES | | | | | | | | | | | |
| Administrative: | | | | | | | | | | | |
| 91100 | Administrative salaries | 41,361 | 46,499 | 138,196 | 49,750 | 60,600 | - | 28,462 | 49,230 | 52,503 | 3,414 |
| 91200 | Auditing fees | 6,077 | 37,755 | 2,472 | 1,341 | 1,978 | - | 1,148 | 2,119 | 2,649 | - |
| 91300 | Management fee | 33,614 | 117,404 | 94,953 | 54,330 | 77,959 | - | 47,445 | 80,688 | 73,060 | 60,470 |
| 91310 | Bookkeeping fee | 4,065 | 14,195 | 11,483 | 6,570 | 9,428 | - | 5,738 | 9,758 | 8,834 | 2,250 |
| 91400 | Advertising and marketing | - | - | 119 | - | - | - | - | - | - | - |
| 91500 | Employee benefit contributions - administrative | 17,539 | 23,404 | 64,349 | 23,668 | 29,501 | - | 13,400 | 23,033 | 24,865 | 1,600 |
| 91600 | Office expenses | 5,818 | 7,313 | 8,523 | 7,405 | 6,950 | 4 | 5,983 | 7,978 | 9,155 | 1,677 |
| 91700 | Legal expense | - | - | - | - | 1,509 | - | - | - | - | - |
| 91800 | Travel | - | 816 | 150 | - | 656 | - | - | 811 | 63 | 559 |
| 91810 | Allocated overhead | - | - | - | - | - | - | - | - | - | - |
| 91900 | Other fees | 61,859 | 168,237 | 225,673 | 89,918 | 165,626 | 706 | 50,870 | 116,047 | 133,670 | 5,892 |
| 91000 | Total administrative | 170,333 | 415,623 | 545,918 | 232,982 | 354,207 | 710 | 153,046 | 289,664 | 304,799 | 75,862 |
| 92000 | Asset management fee | - | 19,440 | 16,800 | 9,120 | 13,440 | - | 7,800 | 14,400 | - | 3,000 |
| Tenant services: | | | | | | | | | | | |
| 92100 | Salaries | - | - | - | - | - | - | 5,476 | 12,092 | 9,199 | - |
| 92200 | Relocation costs | - | - | - | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | - | - | - | - | - | - | 2,545 | 5,643 | 4,249 | - |
| 92400 | Other | - | 236 | 1,653 | 1,280 | 1,210 | - | 442 | 3,715 | 4,478 | 5,281 |
| 92500 | Total tenant services | - | 236 | 1,653 | 1,280 | 1,210 | - | 8,463 | 21,450 | 17,926 | 5,281 |
| Utilities: | | | | | | | | | | | |
| 93100 | Water | 25,481 | 111,883 | 38,125 | 48,681 | 39,528 | - | 20,895 | 35,482 | 97,778 | 54,749 |
| 93200 | Electricity | 2,250 | 4,904 | 29,943 | 8,759 | 17,351 | - | 59,311 | 82,829 | 15,840 | 5,705 |
| 93300 | Gas | - | 409 | 678 | 1,325 | 1,618 | - | 12,761 | 24,972 | 1,391 | 298 |
| 93400 | Fuel | - | - | - | - | - | - | - | - | - | - |
| 93500 | Labor | - | - | - | - | - | - | - | - | - | - |
| 93600 | Sewer | 11,888 | 40,522 | 28,065 | 19,164 | 22,711 | - | 13,841 | 31,109 | 21,635 | 21,251 |
| 93800 | Other utilities expense | - | - | - | - | - | - | - | - | - | - |
| 93000 | Total utilities | 39,619 | 157,718 | 96,811 | 77,929 | 81,208 | - | 106,808 | 174,392 | 136,644 | 82,003 |
| Ordinary maintenance & operations: | | | | | | | | | | | |
| 94100 | Labor | 54,832 | 142,459 | 215,238 | 86,774 | 140,852 | 672 | 27,859 | 36,001 | 96,938 | - |
| 94200 | Materials and other | 21,252 | 82,082 | 44,980 | 24,971 | 53,535 | 3,135 | 4,250 | 20,356 | 27,394 | 27 |
| 94300 | Contracts | 54,386 | 166,225 | 77,380 | 38,712 | 59,390 | 244 | 33,009 | 64,553 | 55,320 | 18,016 |
| 94500 | Employee benefits contribution | 26,158 | 67,595 | 100,472 | 40,620 | 63,281 | 193 | 12,932 | 16,769 | 43,411 | - |
| 94000 | Total ordinary maintenance & operations | 156,628 | 458,361 | 438,070 | 191,077 | 317,058 | 4,244 | 78,050 | 137,679 | 223,063 | 18,043 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 3005 | AMP 3006 | AMP 3007 | AMP 3008 | AMP 3009 | AMP 3010 | AMP 3016 | AMP 3020 | AMP 3021 | Other Projects | Project Totals |
|------------------------------------|---|------------|----------|-----------|------------|------------|------------|------------|------------|------------|----------------|----------------|
| REVENUE | | | | | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ 119,511 | \$ - | \$ 77,236 | \$ 137,283 | \$ 168,996 | \$ 117,056 | \$ 331,465 | \$ 102,945 | \$ 244,245 | \$ - | \$ 5,118,510 |
| 70400 | Tenant revenue - other | 34,372 | - | 19,916 | 18,651 | 3,788 | 25,177 | 51,584 | 18,795 | 4,121 | - | 398,912 |
| 70500 | Total tenant revenue | 153,883 | - | 97,152 | 155,934 | 172,784 | 142,233 | 383,049 | 121,740 | 248,366 | - | 5,517,422 |
| 70600 | HUD PHA operating grants | 560,430 | - | 270,155 | 515,088 | 187,959 | 402,206 | 729,747 | 274,802 | 232,161 | - | 18,724,833 |
| 70610 | Capital grants | 1,909,641 | - | - | 75,039 | - | 1,024 | - | - | - | - | 2,411,060 |
| 70710 | Management fee | - | - | - | - | - | - | - | - | - | - | - |
| 70720 | Asset management fee | - | - | - | - | - | - | - | - | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | - | - | - | - | - | - | - |
| 70740 | Front line service fee | - | - | - | - | - | - | - | - | - | - | - |
| 70750 | Other fees | - | - | - | - | - | - | - | - | - | - | - |
| 70700 | Total fee revenue | 2,470,071 | - | 270,155 | 590,127 | 187,959 | 403,230 | 729,747 | 274,802 | 232,161 | - | 21,135,893 |
| 70800 | Other government grants | - | - | - | - | - | - | - | - | - | - | 190,000 |
| 71100 | Investment income - unrestricted | - | - | - | - | - | - | - | - | - | - | - |
| 71200 | Mortgage interest income | - | - | - | - | - | - | - | - | - | - | - |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - | - | - | - | - |
| 71310 | Cost of sale of assets | - | - | - | - | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | - | - | - | - | - | - | - | 1,573 | - | - | 9,111 |
| 71500 | Other revenue | 2,848 | 26,504 | 18,985 | 46,601 | 53,397 | 16,081 | 8,395 | 23,523 | 1,855 | 84,197 | 321,581 |
| 71600 | Gain or loss on sale of capital assets | - | - | - | - | - | - | - | - | - | - | 1,835,326 |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - | - | - | - | - |
| 70000 | Total revenue | 2,626,802 | 26,504 | 386,292 | 792,662 | 414,140 | 561,544 | 1,121,191 | 421,638 | 482,382 | 84,197 | 29,009,333 |
| EXPENSES | | | | | | | | | | | | |
| Administrative: | | | | | | | | | | | | |
| 91100 | Administrative salaries | 89,726 | - | 24,393 | 58,166 | 35,813 | 37,210 | 78,180 | 29,129 | 72,047 | - | 1,412,700 |
| 91200 | Auditing fees | 2,649 | - | 1,043 | 2,102 | 1,325 | 1,591 | 3,146 | 1,078 | 1,978 | - | 96,202 |
| 91300 | Management fee | 68,222 | - | 42,298 | 86,394 | 55,198 | 63,757 | 129,188 | 43,414 | 82,549 | - | 2,444,489 |
| 91310 | Bookkeeping fee | 8,247 | - | 5,115 | 10,448 | 6,675 | 7,710 | 15,623 | 5,250 | 9,983 | - | 246,207 |
| 91400 | Advertising and marketing | - | - | - | - | - | - | - | - | - | - | 250 |
| 91500 | Employee benefit contributions - administrative | 46,820 | - | 11,479 | 27,512 | 16,872 | 17,511 | 36,705 | 14,113 | 33,949 | - | 661,876 |
| 91600 | Office expenses | 8,139 | - | 4,340 | 9,369 | 5,126 | 5,573 | 9,717 | 5,785 | 6,352 | - | 175,160 |
| 91700 | Legal expense | - | - | - | - | - | - | - | - | 34,029 | - | 39,165 |
| 91800 | Travel | 63 | - | - | 306 | 31 | - | 8 | 12 | 804 | - | 48,895 |
| 91810 | Allocated overhead | - | - | - | - | - | - | - | - | - | - | - |
| 91900 | Other fees | 159,048 | - | 56,919 | 102,848 | 62,846 | 81,689 | 189,946 | 76,472 | 82,096 | - | 3,037,353 |
| 91000 | Total administrative | 382,914 | - | 145,587 | 297,145 | 183,886 | 215,041 | 462,513 | 175,253 | 323,787 | - | 8,162,297 |
| 92000 | Asset management fee | - | - | 7,080 | - | - | - | 21,360 | 7,320 | 13,440 | - | 245,810 |
| Tenant services: | | | | | | | | | | | | |
| 92100 | Salaries | 9,199 | - | - | 6,119 | 3,856 | - | 2,057 | 3,136 | 18,739 | - | 163,088 |
| 92200 | Relocation costs | - | - | - | - | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | 4,249 | - | - | 2,782 | 1,753 | - | 935 | 1,426 | 8,883 | - | 76,783 |
| 92400 | Other | 4,620 | - | 5,318 | 563 | 1,292 | 276 | 2,447 | 2,395 | 6,171 | - | 60,144 |
| 92500 | Total tenant services | 18,068 | - | 5,318 | 9,464 | 6,901 | 276 | 5,439 | 6,957 | 33,793 | - | 300,015 |
| Utilities: | | | | | | | | | | | | |
| 93100 | Water | 50,240 | - | 18,043 | 68,729 | 23,438 | 57,448 | 24,583 | 29,253 | 26,624 | - | 1,260,952 |
| 93200 | Electricity | 15,215 | - | 7,203 | 10,166 | 8,515 | 11,231 | 10,777 | 11,470 | 24,006 | - | 733,778 |
| 93300 | Gas | 1,289 | - | 1,295 | 2,563 | 1,449 | 2,677 | 3,861 | 1,698 | 6,387 | - | 141,173 |
| 93400 | Fuel | - | - | - | - | - | - | - | - | - | - | - |
| 93500 | Labor | - | - | - | - | - | - | - | - | - | - | - |
| 93600 | Sewer | 21,421 | - | 9,931 | 18,421 | 11,611 | 9,931 | 32,378 | 9,951 | 15,978 | - | 543,191 |
| 93800 | Other utilities expense | - | - | - | - | - | - | - | - | - | - | - |
| 93000 | Total utilities | 88,165 | - | 36,472 | 99,879 | 45,013 | 81,287 | 71,599 | 52,372 | 72,995 | - | 2,679,094 |
| Ordinary maintenance & operations: | | | | | | | | | | | | |
| 94100 | Labor | 96,938 | - | 60,660 | 104,729 | 66,003 | 92,530 | 177,142 | 53,686 | 7,314 | - | 2,467,265 |
| 94200 | Materials and other | 64,825 | - | 32,441 | 34,854 | 21,755 | 51,672 | 101,877 | 21,231 | 8,542 | - | 971,092 |
| 94300 | Contracts | 71,551 | - | 51,217 | 66,138 | 38,354 | 66,489 | 179,830 | 73,529 | 72,665 | - | 1,985,435 |
| 94500 | Employee benefits contribution | 43,411 | - | 24,475 | 48,428 | 30,521 | 37,334 | 73,523 | 24,825 | 2,588 | - | 1,131,863 |
| 94000 | Total ordinary maintenance & operations | 276,725 | - | 168,793 | 254,149 | 156,633 | 248,025 | 532,372 | 173,271 | 91,109 | - | 6,555,655 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 2301 | AMP 2302 | AMP 2303 | AMP 2304 | AMP 2305 | AMP 2306 | AMP 2307 | AMP 2308 | AMP 2309 |
|-------------|---|-------------|----------------|--------------|-------------|--------------|--------------|--------------|----------------|--------------|
| | Protective services: | | | | | | | | | |
| 95100 | Labor | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95200 | Other contract costs | - | - | - | - | - | - | - | - | - |
| 95300 | Other | 4,084 | 41,327 | 20,647 | 208 | - | 30,134 | 25,095 | 78,884 | 56,263 |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - | - | - |
| 95000 | Total protective services | 4,084 | 41,327 | 20,647 | 208 | - | 30,134 | 25,095 | 78,884 | 56,263 |
| 96110 | Property insurance | 3,878 | 15,631 | 29,064 | 7,238 | 38,843 | 11,869 | 15,031 | 37,926 | 32,264 |
| 96120 | Liability insurance | - | - | - | - | - | - | - | - | - |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - | - | - |
| 96140 | All other insurance | - | - | - | - | - | 7,593 | - | 880 | - |
| 96100 | Total insurance premiums | 3,878 | 15,631 | 29,064 | 7,238 | 38,843 | 19,462 | 15,031 | 38,806 | 32,264 |
| | General expenses: | | | | | | | | | |
| 96200 | Other general expenses | 787 | 1,063 | 1,573 | 393 | - | 1,180 | 1,180 | 1,966 | 2,073 |
| 96210 | Compensated absences | - | 6,916 | 6,032 | - | - | (26,503) | 13,043 | (34,284) | (39,264) |
| 96300 | Payments in lieu of taxes | 1,576 | 10,179 | 42,775 | 1,810 | - | 24,848 | 32,716 | 19,616 | 3,608 |
| 96400 | Bad debt - tenant rents | 2,315 | 5,315 | 1,590 | 5,419 | - | 6,182 | 4,423 | 27,971 | 19,991 |
| 96500 | Bad debt - mortgages | - | - | - | - | - | - | - | - | - |
| 96600 | Bad debt - other | - | - | - | - | - | - | - | - | - |
| 96800 | Severance expense | - | - | - | - | - | - | - | - | - |
| 96000 | Total general expenses | 4,678 | 23,473 | 51,970 | 7,622 | - | 5,707 | 51,362 | 15,269 | (13,592) |
| 96710 | Interest of mortgage (or bonds) payable | - | - | - | - | - | - | - | - | - |
| 96720 | Interest on notes payable (short and long term) | 7 | 7 | 15 | - | - | 17 | 12 | 12 | - |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - | - | - |
| 96700 | Total interest expense and amortization cost | 7 | 7 | 15 | - | - | 17 | 12 | 12 | - |
| 96900 | Total operating expenses | 589,850 | 969,056 | 1,400,644 | 276,397 | 135,565 | 971,871 | 1,310,298 | 1,473,368 | 988,791 |
| 97000 | Excess of operating revenue over operating expenses | 3,169 | (108,985) | 298,823 | 39,935 | (135,565) | 80,174 | 157,736 | 421,743 | 340,187 |
| 97100 | Extraordinary maintenance | 1,253 | 21,680 | 56,282 | 1,690 | 1,084 | 7,451 | 6,007 | 32,253 | 210,780 |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | - | - | - | - |
| 97300 | Housing assistance payments | - | - | - | - | - | - | - | - | - |
| 97350 | HAP portability-in | - | - | - | - | - | - | - | - | - |
| 97400 | Depreciation expense | 88,010 | 1,014,596 | 303,069 | 135,090 | 22,024 | 299,940 | 288,393 | 801,654 | 83,248 |
| 97500 | Fraud losses | - | - | - | - | - | - | - | - | - |
| 97600 | Capital outlays - governmental funds | - | - | - | - | - | - | - | - | - |
| 97700 | Debt principal payment - governmental funds | - | - | - | - | - | - | - | - | - |
| 97800 | Dwelling units rent expense | - | - | - | - | - | - | - | - | - |
| 90000 | Total expenses | 679,113 | 2,005,332 | 1,759,995 | 413,177 | 158,673 | 1,279,262 | 1,604,698 | 2,307,275 | 1,282,819 |
| | Other financing sources (uses): | | | | | | | | | |
| 10010 | Operating transfer in | - | - | - | - | - | - | - | - | - |
| 10020 | Operating transfer out | - | - | - | - | - | - | - | - | - |
| 10030 | Operating transfers from/to primary government | - | - | - | - | - | - | - | - | - |
| 10040 | Operating transfers from/to component unit | - | - | - | - | - | - | - | - | - |
| 10050 | Proceeds from notes, loans and bonds | - | - | - | - | - | - | - | - | - |
| 10060 | Proceeds from property sales | - | - | - | - | - | - | - | - | - |
| 10070 | Extraordinary items, net gain/loss | - | - | - | - | - | - | - | - | - |
| 10080 | Special items (net gain/loss) | - | - | - | - | - | - | - | - | - |
| 10091 | Inter project excess cash transfer in | - | 20,914 | - | - | - | - | - | - | - |
| 10092 | Inter project excess cash transfer out | - | - | (815,787) | - | - | - | (500,000) | (600,000) | (400,000) |
| 10093 | Transfers between program and project - in | - | - | - | - | - | - | - | - | - |
| 10094 | Transfers between project and program - out | - | - | - | - | - | - | - | - | - |
| 10100 | Total other financing sources (uses) | - | 20,914 | (815,787) | - | - | - | (500,000) | (600,000) | (400,000) |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ (86,094) | \$ (1,124,347) | \$ (876,315) | \$ (96,845) | \$ (158,673) | \$ (227,217) | \$ (636,664) | \$ (1,012,164) | \$ (353,841) |
| | Memo Account Information | | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11030 | Beginning equity | 1,484,995 | 13,985,679 | 6,081,554 | 1,359,144 | 711,779 | 5,038,581 | 3,800,571 | 8,088,665 | 1,790,825 |
| 11040 | Prior period adjustments, equity transfers and correction of errors | - | - | - | - | - | - | - | - | - |
| 11190 | Unit months available | 288 | 1,500 | 3,108 | 480 | - | 1,800 | 2,400 | 2,820 | 2,088 |
| 11210 | Number of unit months leased | 280 | 1,452 | 3,047 | 469 | - | 1,707 | 2,367 | 2,723 | 1,933 |
| 11270 | Excess cash | 277,897 | 19,778 | 462,867 | 76,567 | (97,307) | 570,683 | 405,675 | 451,646 | 415,037 |
| 11620 | Building purchases | - | - | - | - | - | - | - | - | - |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 2310 | AMP 2311 | AMP 2312 | AMP 2313 | AMP 2314 | AMP 2315 | AMP 2316 | AMP 7001 | AMP 3002 | AMP 3003 |
|--|---|--------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|-----------|--------------|
| Protective services: | | | | | | | | | | | |
| 95100 | Labor | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95200 | Other contract costs | - | - | - | - | - | - | - | - | - | - |
| 95300 | Other | 382 | 556 | 49,202 | 24,459 | 58,874 | - | 22,630 | 36,770 | - | - |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - | - | - | - |
| 95000 | Total protective services | 382 | 556 | 49,202 | 24,459 | 58,874 | - | 22,630 | 36,770 | - | - |
| 96110 | Property insurance | 11,512 | 39,235 | 36,161 | 14,694 | 21,965 | - | 3,400 | 86,046 | 25,199 | 3,817 |
| 96120 | Liability insurance | - | - | - | - | - | - | - | - | - | - |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - | - | - | - |
| 96140 | All other insurance | - | - | 1,979 | - | - | - | 416 | - | 1,261 | 615 |
| 96100 | Total insurance premiums | 11,512 | 39,235 | 38,140 | 14,694 | 21,965 | - | 3,816 | 86,046 | 26,460 | 4,432 |
| General expenses: | | | | | | | | | | | |
| 96200 | Other general expenses | 1,180 | 787 | 5,363 | 393 | 9,781 | 279,385 | 787 | 5,839 | 787 | - |
| 96210 | Compensated absences | (9,006) | - | 2,531 | 61 | 14,363 | - | (4,221) | (5,464) | 4,741 | - |
| 96300 | Payments in lieu of taxes | 6,366 | 22,255 | 3,493 | 674 | 6,307 | - | 8,070 | 11,529 | - | - |
| 96400 | Bad debt - tenant rents | 7,342 | 26,933 | 19,235 | 15,366 | 13,497 | - | 1,404 | 7,251 | (13,219) | (683) |
| 96500 | Bad debt - mortgages | - | - | - | - | - | - | - | - | - | - |
| 96600 | Bad debt - other | - | - | - | - | - | - | - | - | - | - |
| 96800 | Severance expense | - | - | - | - | - | - | - | - | - | - |
| 96000 | Total general expenses | 5,882 | 49,975 | 30,622 | 16,494 | 43,948 | 279,385 | 6,040 | 19,155 | (7,691) | (683) |
| 96710 | Interest of mortgage (or bonds) payable | - | - | - | - | - | - | - | - | - | - |
| 96720 | Interest on notes payable (short and long term) | - | 10 | 12 | 12 | 15 | - | - | - | - | - |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - | - | - | - |
| 96700 | Total interest expense and amortization cost | - | 10 | 12 | 12 | 15 | - | - | - | - | - |
| 96900 | Total operating expenses | 384,356 | 1,141,154 | 1,217,228 | 568,047 | 891,925 | 284,339 | 386,653 | 779,556 | 701,201 | 187,938 |
| 97000 | Excess of operating revenue over operating expenses | (9,977) | 218,880 | (187,452) | 427,233 | (86,402) | 26,301 | (59,898) | (154,555) | (158,871) | 6,321,268 |
| 97100 | Extraordinary maintenance | 7,339 | 22,993 | 55,433 | 37,848 | 43,673 | - | 1,885 | 30,686 | 49,802 | 58,816 |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | - | - | - | - | - |
| 97300 | Housing assistance payments | - | - | - | - | - | - | - | - | - | - |
| 79350 | HAP portability-in | - | - | - | - | - | - | - | - | - | - |
| 97400 | Depreciation expense | 429,906 | 816,479 | 104,020 | 48,148 | 71,552 | 171,559 | 602,263 | 172,365 | 119,791 | 7,037 |
| 97500 | Fraud losses | - | - | - | - | - | - | - | - | - | - |
| 97600 | Capital outlays - governmental funds | - | - | - | - | - | - | - | - | - | - |
| 97700 | Debt principal payment - governmental funds | - | - | - | - | - | - | - | - | - | - |
| 97800 | Dwelling units rent expense | - | - | - | - | - | - | - | - | - | - |
| 90000 | Total expenses | 821,601 | 1,980,626 | 1,376,681 | 654,043 | 1,007,150 | 455,898 | 990,801 | 982,607 | 870,794 | 253,791 |
| Other financing sources (uses): | | | | | | | | | | | |
| 10010 | Operating transfer in | - | - | - | - | - | - | - | - | - | - |
| 10020 | Operating transfer out | - | - | - | - | - | - | - | - | - | - |
| 10030 | Operating transfers from/to primary government | - | - | - | - | - | - | - | - | - | - |
| 10040 | Operating transfers from/to component unit | - | - | - | - | - | - | - | - | - | - |
| 10050 | Proceeds from notes, loans and bonds | - | - | - | - | - | - | - | - | - | - |
| 10060 | Proceeds from property sales | - | - | - | - | - | - | - | - | - | - |
| 10070 | Extraordinary items, net gain/loss | - | - | - | - | - | - | - | - | - | - |
| 10080 | Special items (net gain/loss) | - | - | - | - | - | - | - | - | - | - |
| 10091 | Inter project excess cash transfer in | - | - | 165,388 | - | 67,798 | - | 25,714 | - | 390,402 | - |
| 10092 | Inter project excess cash transfer out | - | - | - | - | - | - | - | - | - | - |
| 10093 | Transfers between program and project - in | - | - | - | - | - | - | - | - | - | - |
| 10094 | Transfers between program and project - out | - | - | - | - | - | - | - | - | - | - |
| 10100 | Total other financing sources (uses) | - | - | 165,388 | - | 67,798 | - | 25,714 | - | 390,402 | - |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ (447,222) | \$ (620,592) | \$ (181,517) | \$ 341,237 | \$ (133,829) | \$ (145,258) | \$ (638,332) | \$ (357,606) | \$ 61,938 | \$ 6,255,415 |
| Memo Account Information | | | | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11030 | Beginning equity | 9,906,762 | 20,040,570 | 1,946,068 | 1,739,067 | 1,031,170 | 2,433,272 | 8,013,398 | 2,147,840 | 757,538 | 2,669,910 |
| 11040 | Prior period adjustments, equity transfers and correction of errors | - | - | - | - | - | - | - | - | - | - |
| 11190 | Unit months available | 552 | 1,944 | 1,680 | 912 | 1,344 | 720 | 780 | 1,440 | 1,200 | 1,200 |
| 11210 | Number of unit months leased | 542 | 1,893 | 1,531 | 876 | 1,257 | 717 | 765 | 1,301 | 1,178 | 1,200 |
| 11270 | Excess cash | 30,722 | 639,045 | 20,000 | 29,054 | 20,000 | (23,484) | 20,000 | 34,430 | 20,001 | (278,826) |
| 11620 | Building purchases | - | - | - | 425,356 | - | - | - | - | - | - |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 3005 | AMP 3006 | AMP 3007 | AMP 3008 | AMP 3009 | AMP 3010 | AMP 3016 | AMP 3020 | AMP 3021 | Other Projects | Project Totals |
|--|---|--------------|----------|--------------|------------|-------------|-----------|--------------|--------------|--------------|----------------|----------------|
| Protective services: | | | | | | | | | | | | |
| 95100 | Labor | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95200 | Other contract costs | - | - | - | - | - | - | - | - | - | - | - |
| 95300 | Other | - | - | 377 | 1,323 | 65 | 1,165 | 1,378 | 972 | 6,491 | - | 461,286 |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - | - | - | - | - |
| 95000 | Total protective services | - | - | 377 | 1,323 | 65 | 1,165 | 1,378 | 972 | 6,491 | - | 461,286 |
| 96110 | Property insurance | 26,183 | - | 16,562 | 20,319 | 12,353 | 24,664 | 46,112 | 10,900 | 3,983 | - | 594,849 |
| 96120 | Liability insurance | - | - | - | - | - | - | - | - | - | - | - |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - | - | - | - | - |
| 96140 | All other insurance | 3,364 | - | - | - | - | - | - | - | - | - | 16,108 |
| 96100 | Total insurance premiums | 29,547 | - | 16,562 | 20,319 | 12,353 | 24,664 | 46,112 | 10,900 | 3,983 | - | 610,957 |
| General expenses: | | | | | | | | | | | | |
| 96200 | Other general expenses | 1,002 | - | 787 | 787 | 787 | 787 | 1,573 | 2,590 | 787 | - | 323,617 |
| 96210 | Compensated absences | - | 26,504 | - | 34,284 | 39,264 | 9,006 | 4,221 | 5,464 | - | - | 47,688 |
| 96300 | Payments in lieu of taxes | - | - | - | - | - | - | - | - | - | - | 195,822 |
| 96400 | Bad debt - tenant rents | 16,676 | - | - | 22,470 | 1,021 | 8,897 | 11,293 | 12,069 | 9,320 | - | 232,078 |
| 96500 | Bad debt - mortgages | - | - | - | - | - | - | - | - | - | - | - |
| 96600 | Bad debt - other | - | - | - | - | - | - | - | - | - | - | - |
| 96800 | Severance expense | - | - | - | - | - | - | - | - | - | - | - |
| 96000 | Total general expenses | 17,678 | 26,504 | 787 | 57,541 | 41,072 | 18,690 | 17,087 | 20,123 | 10,107 | - | 799,205 |
| 96710 | Interest of mortgage (or bonds) payable | - | - | - | - | - | - | - | - | - | 13,514 | 13,514 |
| 96720 | Interest on notes payable (short and long term) | - | - | - | - | - | - | - | - | - | 2,011 | 2,130 |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - | - | - | - | - |
| 96700 | Total interest expense and amortization cost | - | - | - | - | - | - | - | - | - | 15,525 | 15,644 |
| 96900 | Total operating expenses | 813,097 | 26,504 | 380,976 | 739,820 | 445,923 | 589,148 | 1,157,860 | 447,168 | 555,705 | 15,525 | 19,829,963 |
| 97000 | Excess of operating revenue over operating expenses | 1,813,705 | - | 5,316 | 52,842 | (31,783) | (27,604) | (36,669) | (25,530) | (73,323) | 68,672 | 9,179,370 |
| 97100 | Extraordinary maintenance | 113,502 | - | 10,158 | 8,176 | 4,015 | 28,485 | 23,753 | 33,261 | 13,973 | - | 882,278 |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | - | - | - | - | - | - |
| 97300 | Housing assistance payments | - | - | - | - | - | - | - | - | - | - | - |
| 79350 | HAP portability-in | - | - | - | - | - | - | - | - | - | - | - |
| 97400 | Depreciation expense | 351,227 | - | 226,037 | 397,967 | 131,045 | 271,110 | 716,536 | 263,781 | 536,904 | 194,186 | 8,667,937 |
| 97500 | Fraud losses | - | - | - | - | - | - | - | - | - | - | - |
| 97600 | Capital outlays - governmental funds | - | - | - | - | - | - | - | - | - | - | - |
| 97700 | Debt principal payment - governmental funds | - | - | - | - | - | - | - | - | - | - | - |
| 97800 | Dwelling units rent expense | - | - | - | - | - | - | - | - | - | - | - |
| 90000 | Total expenses | 1,277,826 | 26,504 | 617,171 | 1,145,963 | 580,983 | 888,743 | 1,898,149 | 744,210 | 1,106,582 | 209,711 | 29,380,178 |
| Other financing sources (uses): | | | | | | | | | | | | |
| 10010 | Operating transfer in | - | - | - | - | - | - | - | - | - | - | - |
| 10020 | Operating transfer out | - | - | - | - | - | - | - | - | - | - | - |
| 10030 | Operating transfers from/to primary government | - | - | - | - | - | - | - | - | - | - | - |
| 10040 | Operating transfers from/to component unit | - | - | - | - | - | - | - | - | - | - | - |
| 10050 | Proceeds from notes, loans and bonds | - | - | - | - | - | - | - | - | - | - | - |
| 10060 | Proceeds from property sales | - | - | - | - | - | - | - | - | - | - | - |
| 10070 | Extraordinary items, net gain/loss | - | - | - | - | - | - | - | - | - | - | - |
| 10080 | Special items (net gain/loss) | - | - | - | - | - | - | - | - | - | - | - |
| 10091 | Inter project excess cash transfer in | 356,966 | - | - | 622,491 | 139,361 | 344,299 | 101,703 | 5,000 | 75,751 | - | 2,315,787 |
| 10092 | Inter project excess cash transfer out | - | - | - | - | - | - | - | - | - | - | (2,315,787) |
| 10093 | Transfers between program and project - in | - | - | - | - | - | - | - | - | - | - | - |
| 10094 | Transfers between program and project - out | - | - | - | - | - | - | - | - | - | - | - |
| 10100 | Total other financing sources (uses) | 356,966 | - | - | 622,491 | 139,361 | 344,299 | 101,703 | 5,000 | 75,751 | - | - |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ 1,705,942 | \$ - | \$ (230,879) | \$ 269,190 | \$ (27,482) | \$ 17,100 | \$ (675,255) | \$ (317,572) | \$ (548,449) | \$ (125,514) | \$ (370,845) |
| Memo Account Information | | | | | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11030 | Beginning equity | 3,712,375 | - | 2,422,928 | 2,974,828 | 1,706,183 | 1,726,563 | 11,256,074 | 4,938,374 | 12,480,766 | 10,634,055 | 144,879,534 |
| 11040 | Prior period adjustments, equity transfers and correction of errors | - | - | - | - | - | - | - | - | - | - | - |
| 11190 | Unit months available | 1,200 | - | 708 | 1,428 | 900 | 1,080 | 2,136 | 732 | 1,344 | - | 35,784 |
| 11210 | Number of unit months leased | 1,100 | - | 682 | 1,393 | 890 | 1,028 | 2,083 | 700 | 1,331 | - | 34,445 |
| 11270 | Excess cash | 20,000 | - | 10,610 | 18,975 | 18,829 | 89,412 | 29,995 | 8,702 | 20,000 | 2,421,320 | 5,731,628 |
| 11620 | Building purchases | 1,909,641 | - | - | 75,039 | - | 1,024 | - | - | - | - | 2,411,060 |

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT AND CERTIFICATION OF PROGRAM COSTS –
CAPITAL FUND PROGRAM
Year Ended September 30, 2014**

| | |
|--|------------------------------|
| 2010 Capital Fund Program Grant (CFP) | <u>NV39P018501-10</u> |
| Funds approved | \$ 5,321,878 |
| Funds expended | <u>5,321,878</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 5,321,878 |
| Funds expended | <u>5,321,878</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2011 Replacement Housing Fund Grant (RHF) | <u>NV39R018501-11</u> |
| Funds approved | \$ 384,498 |
| Funds expended | <u>384,498</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 384,498 |
| Funds expended | <u>384,498</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2011 Replacement Housing Fund Grant (RHF) | <u>NV39R018502-11</u> |
| Funds approved | \$ 210,683 |
| Funds expended | <u>210,683</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 210,683 |
| Funds expended | <u>210,683</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2012 Replacement Housing Fund Grant (RHF) | <u>NV39R018501-12</u> |
| Funds approved | \$ 499,413 |
| Funds expended | <u>499,413</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 499,413 |
| Funds expended | <u>499,413</u> |
| Excess of funds advanced | <u>\$ -</u> |

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT AND CERTIFICATION OF PROGRAM COSTS –
CAPITAL FUND PROGRAM
Year Ended September 30, 2014**

| 2012 Replacement Housing Fund Grant (RHF) | <u>NV39R018502-12</u> |
|--|----------------------------------|
| Funds approved | \$ 189,875 |
| Funds expended | <u>189,875</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 189,875 |
| Funds expended | <u>189,875</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2013 Replacement Housing Fund Grant (RHF) | <u>NV39R018501-13</u> |
| Funds approved | \$ 550,485 |
| Funds expended | <u>550,485</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 550,485 |
| Funds expended | <u>550,485</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2013 Replacement Housing Fund Grant (RHF) | <u>NV39R018502-13</u> |
| Funds approved | \$ 186,504 |
| Funds expended | <u>186,504</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 186,504 |
| Funds expended | <u>186,504</u> |
| Excess of funds advanced | <u>\$ -</u> |

1. The distribution of costs as shown on the Actual Modernization Cost Certificates submitted to HUD for approval are in agreement with the Authority's records.
2. All modernization costs have been paid and all related liabilities have been discharged through payment.

SINGLE AUDIT REPORT

**Independent Auditors' Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

Board of Commissioners
Southern Nevada Regional Housing Authority
Las Vegas, Nevada

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Southern Nevada Regional Housing Authority (the Authority), which comprise the statement of net position as of September 30, 2014, and the related statements of revenues, expenses and changes in net position, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 24, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the

determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CliftonLarsonAllen LLP

Baltimore, Maryland
June 24, 2015

Independent Auditors' Report on Compliance with Requirements that Could Have a Direct and Material Effect on Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133

Board of Commissioners
Southern Nevada Regional Housing Authority
Las Vegas, Nevada

Report on Compliance for Each Major Federal Program

We have audited the Southern Nevada Regional Housing Authority's (the Authority) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended September 30, 2014. The Authority's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Authority's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Authority's compliance.

Opinion on Each Major Federal Program

In our opinion, the Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2014.

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance, which is required to be reported in accordance with OMB Circular A-133 and which is described in the accompanying schedule of findings and questioned costs as item 2013-001. Our opinion on each major federal program is not modified with respect to this matter.

The Authority's response to the noncompliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we did identify a deficiency in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as item 2014-001, which we consider to be a significant deficiency.

The Authority's response to the internal control over compliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the it.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the result of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

CliftonLarsonAllen LLP

Baltimore, Maryland
June 24, 2015

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended September 30, 2014**

| Program Title | Federal Catalog Number | Pass-through Agency | Pass Through Number | Total Federal Expenditures |
|---|------------------------------|--|------------------------|-------------------------------|
| U.S. Department of Housing and Urban Development (HUD) | | | | |
| Public and Indian Housing Program | 14.850 | None | | \$ 13,815,613 |
| Capital Fund Program | 14.872 | None | | 7,320,280 |
| Housing Choice Voucher Program | 14.871 | None | | 110,185,134 |
| Supportive Housing for Persons with Disabilities | 14.181 | None | | 710,568 |
| Resident Opportunity Support Services | 14.870 | None | | 431,522 |
| Home Investment Partnership Program | 14.239 | Clark County, Nevada | None | 476,930 |
| Home Investment Partnership Program | 14.239 | City of Las Vegas | None | <u>635,542</u> |
| | | <i>Total Home Investment Partnership Program</i> | | 1,112,472 |
| Community Development Block Grant - NSP3 (Rulon Earl) | 14.218 | Clark County, Nevada | None | 411,812 |
| Community Development Block Grant - NSP3 | 14.218 | Clark County, Nevada | None | 2,001,778 |
| Community Development Block Grant - NSP3 | 14.218 | City of Las Vegas | None | 1,236,293 |
| Community Development Block Grant (Rulon Earl) | 14.218 | City of Las Vegas | None | <u>409,941</u> |
| | | <i>Total Community Development Block Grant Cluster</i> | | 4,059,824 |
| Community Development Block Grant - State's Program (NLV Homes Grant) | 14.228 | Nevada Housing Division | None | 12,009 |
| Community Development Block Grant - State's Program (Rulon Earl) | 14.228 | Nevada Housing Division | None | <u>1,394,331</u> |
| | | <i>Total Community Development Block Grant - State's Program</i> | | 1,406,340 |
| U.S. Department of Labor | | | | |
| Workforce Investment Act Dislocated Worker Formula Grant | 17.278 | Workforce Connections | None | 536,317 |
| Workforce Investment Act Youth Activities | 17.259 | Workforce Connections | None | 292,459 |
| Workforce Investment Act Adult Program | 17.258 | Workforce Connections | None | <u>322,918</u> |
| | | <i>Total Workforce Investment Act Cluster</i> | | 1,151,694 |
| Workforce Investment Act (WIA) National Emergency Grant | 17.277 | Workforce Connections | None | <u>20,758</u> |
| Total Expenditures of Federal Awards | | | | <u>\$ 140,214,205</u> |

This information is an integral part of the accompanying notes.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
September 30, 2014

NOTE 1 – BASIS OF PRESENTATION

The Schedule of Expenditures of Federal Awards is presented on the accrual basis of accounting and includes all expenditures of federal awards administered by the Authority. Several programs are funded jointly by the State in accordance with requirements of the various federal grants. Costs incurred for such programs are applied to Federal grant funds in accordance with the terms of the related Federal grants with the remainder applied to funds provided by the State.

All costs charged to Federal Awards are determined based on the applicable Federal grants and OMB Circular A-87, *Costs Principles Applicable to Grants and Contracts with State and Local Governments*.

NOTE 2 – FEDERAL COGNIZANT AGENCY

The Federal cognizant agency for the Authority is the U.S. Department of Housing and Urban Development.

NOTE 3 – FINDINGS AND QUESTIONED COSTS

Any findings and questioned costs identified in connection with the 2014 Single Audit would be disclosed in Schedule I.

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2014**

I. Summary of Independent Auditors' Results

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ Yes X reported
- Noncompliance material to financial statements noted? _____ Yes X No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiencies identified that are not considered to be material weaknesses? X Yes _____ reported

Type of auditors' report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133? _____ X Yes _____ No

Identification of Major Programs

| <u>Name of Federal Program</u> | <u>CFDA Number</u> |
|-----------------------------------|----------------------|
| Housing Choice Voucher Program | 14.871 |
| Public and Indian Housing Program | 14.850 |
| Capital Fund Program Cluster | 14.872/14.884/14.885 |
| Community Development Block Grant | 14.218 |

Dollar threshold used to distinguish between type A and type B programs: \$ 3,000,000

Auditee qualified as low-risk auditee? _____ X Yes _____ No

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2014**

II. Financial Statement Findings

None noted.

III. Federal Award Findings and Questioned Costs

| | |
|--------------------------------|---|
| Finding 2014-001 | Public and Indian Housing Program 14.850 |
| Federal Agency | U.S. Department of Housing and Urban Development |
| Compliance Requirement: | Special Test, Tenant Participation |
| Type of Finding: | Noncompliance, Significant Deficiency |

Condition/Context

Testing of Public Housing Tenant Participation expenditures identified multiple exceptions. Our sample reviewed 4 quarters of expenditures covering 4 tenant councils, the detail of which accounted for 45 individual transactions. The following was noted:

- Resident Council budgets were not prepared during the fiscal year as mandated by the compliance requirement.
- There were 5 transactions that were for expenses not considered allowable
- There were 4 transactions that did not contain adequate support for the expense.

Criteria

Per PIH 2013-21 as well as OMB A-133 CFDS 14.850 Part IV Supplement, HUD has strict requirements regarding the use of these funds including administering the funds formally per written agreements, reasonably and efficiently. The agreement must require the local resident council to account to the PHA for the use of the funds and permit the PHA to inspect and audit the resident council's financial records related to the agreement (24 CFR sections 964.150) 2 CFR part 225 appendix B 14 states, "Costs of entertainment, including amusement, diversion, and social activities and any costs directly associated with such costs (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable."

Cause

The Authority does not have adequate controls in place for reviewing and monitoring tenant participation funds.

Effect

The Authority is not in compliance with the federal regulations governing the tenant participation program.

Questioned Costs

\$110.57

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2014

Recommendation

We recommend that management review its policies and procedures over the tenant participation program to ensure adequate controls exist over the disbursement of funds and that expenditures are allowable and in accordance with approved resident council budgets.

Management's Response

This year's questioned cost was a continuation from the FY 2013 finding. The Director of Finance has provided training to Directors, Asset Managers, and Resident Council Offices regarding allowable and disallowable cost (PIH Notice 2013-21). Please note that this year's exceptions were reduced considerably from FY 2013. Also in FY 2015, each council prepared budgets in accordance with the compliance requirement. Procedures are in place to address councils who are out of compliance. The Director of Finance, or his designee, will review all reports prepared by the Resident Service department.

Contact

Fredrick Haron

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2014**

| | |
|--------------------------------|---|
| Finding 2013-001 | Public and Indian Housing Program 14.850 |
| Federal Agency | U.S. Department of Housing and Urban Development |
| Compliance Requirement: | Special Test, Tenant Participation |
| Type of Finding: | Noncompliance, Significant Deficiency |

Condition/Context

Testing of Public Housing Tenant Participation expenditures identified multiple exceptions. Our sample reviewed 18 months of expenditures covering 12 tenant councils, the detail of which accounted for 99 individual transactions. The following was noted:

- Resident Council budget is not detailed and created in accordance with the required compliance requirement.
- There were 81 different transactions that had expenses that are not considered allowable or we could not determine due to a lack of supporting documentation.
- There were 57 transactions where there was no invoice and/or other supporting documentation noted for the expense.
- 5 of 18 monthly reviews did not have proper review and approval.
- There were 52 different transactions that were missing copies of checks disbursed, checks contained one signature, or payee was also one of the approvers of check.

Recommendation

We recommend that management review its policies and procedures over the tenant participation program to ensure adequate controls over the disbursement of funds and to ensure expenditures are allowable and in accordance with approved resident council budgets.

Status

A similar finding was noted during this fiscal year. See finding 2014-001.

TAB 19

Asset Management Plan

~~On April 24, 2014, HUD San Francisco notified SNRHA of approval of request for AMP structure reorganization with an effective date of October 1, 2015.~~

~~— A — SNRHA request for AMP structure reorganization~~

~~— B — E-mail from Mr. Kim, confirming approval.~~

~~— C — AMP Chart~~

There are no Changes to this Section

TAB 20

Statements and Certifications

- ~~(a) Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations (which includes all certifications relating to Civil Rights) (PDF-nv018a01)~~
- ~~(b) Form HUD-50070, Certification for a Drug-Free Workplace (PHAs receiving CFP grants only) (PDF-nv018b01)~~
- ~~(c) Form HUD-50071, Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only) (PDF-nv018c01)~~
- ~~(d) Form SF-LLL, Disclosure of Lobbying Activities (PHAs receiving CFP grants only) (PDF-nv018d01)~~
- ~~(e) Form SF-LLL-A, Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only) (PDF-nv018e01)~~
- ~~(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (PDF-nv018f01)~~
- ~~(g) Challenged Elements (PDF-nv018g01)~~

All Statements and Certifications are included in Tab 21, Section B.7., under Attachment E.

TAB 21

| | | |
|--|---|---|
| Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i> | U.S. Department of Housing and Urban Development Office of Public and Indian Housing | OMB No. 2577-0226 Expires 02/29/2016 |
|--|---|---|

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

| | |
|-----------|------------------------|
| A. | PHA Information |
|-----------|------------------------|

A.1 PHA Name: Southern Nevada Regional Housing Authority (SNRHA) **PHA Code:** NV018
PHA Type: Standard PHA Troubled PHA
PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10/01/2017
PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)
Number of Public Housing (PH) Units: 2,882 **2874** **Number of Housing Choice Vouchers (HCVs) :** 11,013 **Total Combined Units/Vouchers** 13,895

PHA Plan Submission Type: Annual Submission Revised Annual Submission

Availability of Information. PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

SUMMARY OF RESIDENT/STAFF/PUBLIC CONSULTATION AND INPUT

The involvement of the residents, staff, and the general public is an important part of the planning process. Since many aspects of the Authority’s operations have a direct **affect effect** on both, it is important to involve all stakeholders in strategic planning processes. Meetings with the Resident Advisory Board (RAB) were held to review the plan and solicit input. A complete list of attendees at each meeting is available upon request.

The final draft was placed on public display beginning **04/27/2016** coinciding with the first advertisement of the Public Hearing. Documents were/are available to view a copy of the PHA Plan on our website www.snrha.org , Welcome Page, scroll down to Agency Plans section click on “click here for all Agency Plans” and scroll down to the pdf icon for this plan.

The Plan and Addendums will also be available at **all** Public Housing Community Offices as well as in the main lobby area of SNRHA Administrative Offices located at:

- Howard Cannon Center at 340 North 11th Street, Las Vegas, NV 89101.
- W. F. Cotrell Admin Building at 5390 E. Flamingo Rd, Las Vegas, NV. 89122
- Housing Programs at 380 North Maryland Pkwy, Las Vegas, NV. 89101.

The comment period ended with the Public Hearing held at the Howard Cannon Center **Board Chambers located at 340 North 11th Street, Las Vegas, Nevada 89101 on June 10 13, 2015 16 at 5:30pm.** The written comments either received in writing prior to the Public Hearing or were received at the Public Hearing are included under **Attachment A**

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below): [N/A](#)

| Participating PHAs | PHA Code | Program(s) in the Consortia | Program(s) not in the Consortia | No. of Units in Each Program | |
|--------------------|----------|-----------------------------|---------------------------------|------------------------------|-----|
| | | | | PH | HCV |
| Lead PHA: | | | | | |
| | | | | | |
| | | | | | |

| | |
|-----------|-----------------------------|
| B. | Annual Plan Elements |
|-----------|-----------------------------|

B.1 Revisions of PHA Plan Elements

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Operation and Management.
- Grievance Procedures.
- Homeownership Programs.
- Community Service and Self-Sufficiency Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Asset Management.
- Substantial Deviation.
- Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

Statement of Housing Needs and Strategy for Addressing Housing Needs

A. Housing Needs of Families in the Jurisdiction by Family Type

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|---------------|--------|---------|---------------|------|----------|
| Family Type | Overall | Affordability | Supply | Quality | Accessibility | Size | Location |
| Income <= 30% of AMI | 13,290 | 5 | 5 | 4 | 3 | 3 | 4 |
| Income >30% but <=50% of AMI | 11,503 | 5 | 5 | 4 | 3 | 3 | 4 |
| Income >50% but <80% of AMI | 16,433 | 5 | 4 | 3 | 3 | 3 | 3 |
| Elderly | 11,322 | 5 | 5 | 4 | 5 | 3 | 4 |
| Families with Disabilities | 7,543 | 5 | 5 | 4 | 5 | 3 | 4 |
| White | 17,745 | 4 | 4 | 3 | 2 | 2 | 3 |
| Black | 6,214 | 4 | 4 | 3 | 2 | 2 | 3 |
| Hispanic | 9,976 | 4 | 4 | 3 | 2 | 2 | 3 |
| Race/Ethnicity | | | | | | | |

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

Southern Nevada Regional Housing Authority (SNRHA) - Agency Plan FY2017 -DRAFT

- Consolidated Plan of the Jurisdiction/s. Indicate year: 2006-2010
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists. State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting list at their option.

| Section 8 | | | |
|--|----------------|---------------------|-----------------|
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 809 801 | | |
| Extremely low income <=30% AMI | 374 153 | 46.23% 19.1% | |
| Very low income (>30% but <=50% AMI) | 217 52 | 26.85% 6.4% | |
| Low income (>50% but <80% AMI) | 218 8 | 26.9% 1% | |
| Families with children (<=17) | 354 359 | 43.8% 44.8% | |
| Elderly families (62+) | 119 107 | 14.7% 13.3% | |
| Families with Disabilities | 77 62 | 9.5% 7.7% | |
| White | 181 170 | 22.4% 21.4% | |
| Black | 605 599 | 74.8% 74.7% | |
| Asian | 4 3 | .05% .04% | |
| American Indian/Alaskan Native | 8 | 1% | |
| Native Hawaiian/Other Pacific Islander | 6 | .07% | |
| Hispanic or Latino | 103 100 | 12.7% 12.5% | |

SNRHA has closed the waiting list for the past **60 90** months. **and has no plans to reopen the list. SNRHA does not permit specific categories of families onto the waiting list when it is generally closed. SNRHA plans to open the waiting list for Non-Elderly Disabled target funding population only.**

| Public Housing | | | |
|--------------------------------------|------------------|---------------------|-----------------|
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 6458 8467 | | |
| Extremely low income <=30% AMI | 6300 8141 | 97.5% 96.1% | |
| Very low income (>30% but <=50% AMI) | 135 286 | 2.1% 3.4% | |
| Low income (>50% but <80% AMI) | 4 40 | .01% .05% | |
| Families with children | 4562 5075 | 70.6% 59.9% | |
| Elderly families | 202 398 | 3.1% 4.7% | |
| Families with Disabilities | 1436 1846 | 22.2% 21.8% | |
| White | 2072 2527 | 32.1% 29.8% | |

Southern Nevada Regional Housing Authority (SNRHA) - Agency Plan **FY2017 -DRAFT**

| | | | |
|---|-----------------------------|-------------------------------|--|
| Black | 3640 4879 | 56.4% 57.6% | |
| Asian | 124 146 | 1.9% 1.7% | |
| American Indian/Alaskan Native | 115 148 | 1.7% | |
| Native Hawaiian/Other Pacific Islander | 85 108 | 1.3% | |
| Hispanic or Latino | 1191 1453 | 18.4% 17.2% | |
| PHA | | | |
| Characteristics by Bedroom Size (PH Only) | | | |
| 0 BR | 0 | 0% | |
| 1BR | 1956 2894 | 30.3% 34.2% | |
| 2 BR | 1915 2629 | 29.7% 31.1% | |
| 3 BR | 1969 2382 | 30.5% 28.1% | |
| 4 BR | 611 562 | 9.5% 6.6% | |
| 5 BR | 0 | 0.0% | |

The SNRHA Public Housing wait list is **not currently closed**. ~~nor does SNRHA permit specific categories of families onto the waiting list, even if generally closed.~~

| Designated Housing | | | |
|---|-----------------------------|-------------------------------|-----------------|
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 1460 1709 | | |
| Extremely low income <=30% AMI | 1436 1610 | 98.3% 94.2% | |
| Very low income (>30% but <=50% AMI) | 10 87 | .06% 5.1% | |
| Low income (>50% but <80% AMI) | 4 | .03% 0.2% | |
| Families with children | 12 0 | .08% 0 | |
| Elderly families | 514 966 | 35.2% 56.5% | |
| Families with Disabilities | 624 776 | 42.7% 45.4% | |
| White | 646 730 | 44.2% 42.7% | |
| Black | 547 671 | 37.5% 39.3% | |
| Asian | 95 97 | 6.5% 5.7% | |
| American Indian/Alaskan Native | 19 30 | 1.3% 1.8% | |
| Native Hawaiian/Other Pacific Islander | 18 22 | 1.2% 1.3% | |
| Hispanic | 254 264 | 17.4% 15.4% | |
| PHA | | | |
| Characteristics by Bedroom Size (PH Only) | | | |
| 1BR | 1285 1532 | 88.0% 89.5% | |
| 2 BR | 172 180 | 11.8% 10.5% | |
| 3 BR | 0 | 0.0% | |
| 4 BR | 0 | 0.0% | |
| 5 BR | 0 | 0.0% | |

The SNRHA Designated wait list is ~~not~~ **currently** closed.

Strategy for Addressing Housing Needs: Below is a brief description of SNRHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year:

(1) Strategies:

Need: Shortage of affordable housing for all eligible populations

Strategy1. Maximize the number of affordable units available to the PHA within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

Strategy 2: Increase the number of affordable housing units by:

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Continuing implementation of the Limited English Proficiency Plan in conjunction with SNRHA's Affirmative Marketing Plan to ensure all eligible applicants/participants have equal access to all programs and services.

Strategy 2: Conduct activities to affirmatively further fair housing

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Develop marketing tools such as flyers and brochures to educate eligible applicants of available programs and resources.
- Participate in community activities that are likely to be attended by person who are LEP and minorities to promote programs and services.
- Develop a strong Public relations system which shall include radio and television appearances.

Other Housing Needs & Strategies: (list needs and strategies below)

(2) **Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance

- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups

The Authority has reviewed data utilized in the Housing Needs Assessment, incorporated new data where available, **and has found no significant changes in the housing needs in Southern Nevada.**

The Authority continues to incorporate an assessment of specific need when considering any significant modernization, revitalization, or development initiatives. The Authority shall also increase the percentage of fully accessible units for disabled tenants as well as develop and implement a strong Affirmative Fair Marketing Plan. This Plan shall include Limited English Proficiency (LEP) strategies to ensure LEP persons have full access to housing, including homeowners and other services. All activities remain consistent with the City of Las Vegas, City of North Las Vegas, Clark County and City of Henderson Consolidation Plans.

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions :

A. Public Housing (PH)

(i.) Eligibility

- a. SNRHA verifies eligibility for admission to public housing as follows:
 - SNRHA pulls applicants from its waiting list based on historical data relating to the number of future vacancies and percentage of withdrawn applicants that are pulled to ensure an adequate pool of certified eligible applicants are always available for units as they become vacant and available. When applicants are pulled, all verification of preferences and other eligibility requirements are completed as well as a full application
- b. SNRHA uses the following non-income (screening) factors to establish eligibility for admission to public housing
 - Criminal or Drug-related activity
 - Requesting criminal records from FBI, local law and State law enforcement agencies for screening purposes.
 - Rental history
- c. SNRHA checks to ensure no bad debt is owed to any other housing authority, by use of the EIV System:
 - Reviewing for current housing assistance and/or past terminations of assistance or debts owed.

(ii) Waiting List Organization

- a. SNRHA uses the following methods to organize its public housing waiting list Community-wide list
 - Site-based waiting lists for designated communities through centralized system as described in the ACOP
- b. Interested persons may apply for admission to public housing at the following location:

- PHA main administrative offices or by downloading an application from its website and mailing in the application.
- c. SNRHA plans to operate up to seven (7) site-based waiting lists in the coming year. All of the site-based wait lists were previously HUD approved. Families may be on all open lists for which they qualify.
- d. Interested persons may obtain more information about and sign up to be on the site-based waiting lists at the following location:
 - PHA main administrative offices

(iii) Assignment

Applicants ordinarily are given two vacant unit choices before they are withdrawn from the wait list. The exception to this policy would be if the applicant was offered an incorrect unit for their needs or in the case of a reasonable accommodations request.

(iv) Admissions Preferences

- a. Income targeting:
 - SNRHA plans to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30%.
- b. Transfer policies:

Transfers take precedence over new admissions in the following instances:

 - Emergencies (including VAWA)
 - Medical justification
 - Administrative reasons determined by the PHA (e.g., to permit modernization work, community safety)
- c. Preferences

SNRHA have established the following preferences for admission to public housing (other than date and time of application):

Former Federal preferences:

 - Federally declared disasters

Other preferences: (select below)

 - Working families and those unable to work because of age or disability
 - Veterans and veterans' families
 - Residents who live and/or work in the jurisdiction
 - Those enrolled currently in educational, training, or upward mobility programs
 - Other preference(s) (list below)
 - Disabled Veteran
 - Family of a deceased veteran
 - Homeless **Referral** preference

The SNRHA does use income targeting preferences for unit offers.

(v) **Occupancy**

- a. Applicants and residents can use the following reference materials to obtain information about the rules of occupancy of public housing:
 - The PHA-resident lease
 - The PHA's Admissions and Continued Occupancy policy
 - PHA briefing seminars or written materials
- b. Residents must notify the SNRHA of changes in family composition in the following circumstance:
 - In writing within 10 calendar days, anytime a change in income or family composition occurs.

(vi) **Deconcentration and Income Mixing**

- a. The SNRHA conducted an analysis of its family (general occupancy) developments to determine concentrations of poverty to indicate the need for measures to promote deconcentration of poverty or income mixing.
- b. The SNRHA adopted the following changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing:

Did the SNRHA adopted the following changes to other policies based on the results of the required analysis the need for deconcentration of poverty and income mixing? **YES**

If the answer to c was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
 - Actions to improve the marketability of certain developments
- f. Based on the results of the required analysis, the SNRHA will make special efforts to attract or retain higher-income families in the following developments:
 - Sherman Gardens AMP 408 (NV 214)
 - Villa Capri AMP 408 (NV 215)
 - Marble Manor Annex AMP 407 (NV 203b)
 - Vera Johnson –B AMP ~~410~~ **411** (NV 222b)
 - Vera Johnson Manor –A AMP 406 (NV 222a)
 - Hampton Court AMP 404 (NV 1305)
 - Hullum Homes AMP 407 (NV 1307)
 - Biegger Estates AMP 406 (NV 1308)
 - Jones Gardens AMP 407 (NV 1310)
 - g. Based on the results of the required analysis, SNRHA will make special efforts to assure access for lower-income families for the following developments:
 - AMP 408 (NV214 & NV215), AMP 407 (NV203b), AMP ~~410~~ **411** (NV222b), AMP 406 (NV222a), AMP 404 (NV1305), AMP 407 (NV1307), AMP 406 (NV1308) & AMP 407 (NV1310)

B. Housing Choice Voucher (HCV)

Exemptions: PHAs that do not administer HCV are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(i) **Eligibility**

SNRHA conducts screening to determine criminal and drug-related activity, more extensively than required by law or regulations.

SNRHA request criminal records from local law enforcement agencies for screening purposes. This includes FBI access from the FBI for screening purposes.

SNRHA shall provide the current address and if known prior address and landlord.

Project-Based Voucher Program. After one year participants are eligible to receive a tenant based voucher “if” funding is available and they have given a proper (60 days) notice to their manager and have no pending evictions for unpaid debts.

Applications for admissions are done through the PHA’s Main office via telephone.

(ii) **Search Time**

SNRHA will give extensions on standard 60-day period to search for a unit, in the event the applicant can demonstrate an effort to find housing at the discretion of the PHA and as a reasonable accommodation for disabled applicants. Additionally, SNRHA shall issue vouchers to disabled participants for 90 days for their initial search. The SNRHA may extend an additional 30 days as a reasonable accommodation.

Income targeting

- SNRHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income

Preferences

SNRHA have established preferences for admission to section 8 tenant-based assistance. The weighted value is in the order listed with none having equal weights.

Former Federal preferences

Federally declared disasters

- Foster youth aging out of the foster care system
- FUP/VASH referrals

The SNRHA does employ admissions preferences in the following order of priority. None have equal weight:

- Involuntary Displacement –Federally declared disasters
- Foster Youth Aging Out of the Foster Care System –limited to 10 per year
- Family Unification referrals
- Working preference which includes elderly and disabled and those applicants enrolled in a training program.
- Veteran Preferences
- Resident Preferences

Among applicants on the waiting list with equal preference status, they are then selected by date and time of their applications.

SNRHA does employ preferences for residents who live and/or work in the jurisdiction and it has been approved by HUD.

Relationship of preferences to income targeting requirements: This is not applicable.

(ii) **Special Purpose Section 8 Assistance Programs**

The documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained within the Section 8 Administrative Plan and HCV Briefing Packets

The SNRHA announces the availability of any special funding using public notices in all local newspapers as well as via faxes to organizations that service low-income families, including seniors and disabled.

C. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

Payment Standards

Describe the voucher payment standards and policies.

The SNRHA's payment standards are at 1007% of FMR.

If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) Not applicable

If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply) **Not applicable**

This payment standard was chosen in order to alleviate an undue burden to the families due to HUD's changes in the bedroom size utility allowance.

SNRHA reviews Payment Standards annually.

The SNRHA consider in its assessment of the adequacy of its payment standard by reviewing both success rates of assisted families and rent burdens of assisted families.

(ii) **Minimum Rent**

~~The SNRHA minimal rent is established at \$50.00 and has not established any hardship rents.~~

The minimum rent (TTP) for SNRHA is \$50.00. The total tenant payment is the greater of:

30% of the adjusted monthly income

10% of the monthly income

The minimum rent as established by SNRHA

The total tenant payment does not include charges for excess utility consumption or other charges.

The SNRHA recognizes that in some instances even the minimum rent may create a financial hardship for families. The SNRHA will review all relevant circumstances brought to the SNRHA's attention regarding financial hardship as it applies to minimum rent. The following section states that the SNRHA's procedures and policies in regard to minimum rent financial hardship as set forth by the QHWRA.

Financial Resources:

New financial data was generated and incorporated into the Assessment of Financial Resources. Refer to the template for information.

| Financial Resources: Planned Sources and Uses | | |
|---|---|-------------------------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY2016) | | |
| a) Public Housing Operating Fund | \$14,223,412 \$13,429,096 | Estimated for 2015 2016 |
| b) Public Housing Capital Fund | \$3,861,882 | 2016 Allocation |
| b.1) RHF – Second 5-YR Increment | \$90,131 | 2016 Allocation |
| e) Public Housing Capital Fund | \$3,397,133 | Revised 2015 Allocation. |
| e.1) RHF – First 5-YR Increment | \$336,496 | 2015 Allocation |
| e.2) RHF – Second 5-YR Increment | \$173,119 | 2015 Allocation |
| d) HOPE VI Revitalization | | |
| e) HOPE VI Demolition | | |
| f) Annual Contributions for Section 8 Tenant-Based Assistance | \$101,707,781 \$104,587,699 | Estimated for 2015 2016 |
| g) Public Housing Drug Elimination Program (including any Technical Assistance funds) | | |
| h) Resident Opportunity and Self- Sufficiency Grants | \$691,791 \$697,609 | |
| i) Community Development Block Grant | | |
| j) HOME | | |
| Other Federal Grants (list below) | | |
| FFY 15 – CFP NV39P018501-15 | \$3,397,133 | Revised 2015 Allocation. |
| FFY 15 – CFP NV39R018501-15 | \$336,496 | 2015 Allocation |
| FFY 15 – CFP NV39R018502-15 | \$173,119 | 2015 Allocation |
| FFY 14 – CFP NV39P018501-14 | \$3,497,989 | PH CFP |

| Financial Resources: Planned Sources and Uses | | |
|---|---|--|
| Sources | Planned \$ | Planned Uses |
| FFY 14 – CFP NV39R018501-14 | \$410,238 | CFP RHF-1 st 5YR Increment. |
| FFY 14 – CFP NV39R018502-14 | \$170,192 | CFP RHF-2 nd 5YR Increment. |
| FFY 13 – CFP NV39P018501-13 | \$3,666,347 | PH CFP |
| FFY 12 – CFP NV39P018501-12 | \$3,745,945 | PH CFP |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| | | |
| 3. Public Housing Dwelling Rental Income | \$5,563,029 \$5,772,418 | |
| | | |
| 4. Other income (list below) | | |
| Interest on general fund investments | \$63,650 \$63,800 | |
| Non-dwelling rental income | \$0 | |
| Other Income | \$330,716 \$296,945 | |
| Management Fee (internal) | \$5,742,600 \$5,370,218 | |
| 5. Non-federal sources (list below) | | |
| Homeownership Proceeds (as of 09/30/ 2013 2015) | \$4,306,060 | Homeownership to be used for new development pending HUD approval |
| Disposition Proceeds | \$3,649,348 \$1,408,968 | Proceed from sale of PHA units to be used for new development of PHA units pending HUD approval |
| | | |
| Revised Total Resources | \$151,675,846 \$146,166,123 | Operations, Resident Programs and Capital needs and Replacement Housing |

Rent Determination.

Public Housing

(i) **Income Based Rent Policies**

Southern Nevada Regional Housing Authority (SNRHA) - Agency Plan FY2017 -DRAFT

The SNRHA has the following income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions:

- SNRHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions).

Minimum Rent

- The SNRHA has set the minimum rent at \$50.00 and have not adopted any discretionary minimum rent hardship exemption policies.

Rents set at less than 30% than adjusted income

- The SNRHA does not plan to change rents at a fixed amount or percentage less than 30% of adjusted income, or have ceiling rents.

The SNRHA does not have nor plan to have ceiling rents.

Rent re-determinations:

- SNRHA requires tenants to report changes in income or family composition, between income reexaminations, anytime the family experiences an income increase, such that the changes result in an adjustment to rent.

The SNRHA does not plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year.

(ii) Flat Rents

The SNRHA uses the following sources, to establish comparability, in setting the market-based flat rents:

- An amount no less than 80% of the applicable FMR established under 8 (c) of the U.S. Housing Act of 1937, in accordance with HUD Notice PIH 2014-07.

Operation and Management:

A. HUD Programs under PHA Management

The following is a list of Federal Programs administered by SNRHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each:

| Program Name | Units or Families Served at Year Beginning | Expected Turnover |
|---|---|--------------------------|
| Public Housing | 2702 2801 | 3% 14.1% |
| Section 8 Vouchers | 10,164-7596 | Est. 1% |
| Section 8 Certificates | N/A | |
| Section 8 Mod Rehab | N/A | |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | | |
| VASH | 1379 | 2% |
| NED | 1576 | 1% |
| MAINS | 95 | 1% |

| | | |
|---|------------|-----------|
| FUP | 365 | 1% |
| Public Housing Drug Elimination Program (PHDEP) | N/A | |
| Other Federal Programs(list individually) | N/A | |

B. Management and Maintenance Policies

The following is a list of our public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(i) Public Housing Maintenance and Management:

- Admissions and Continued Occupancy Policy
- Emergency Maintenance Policy
- Additionally, SNRHA has a monthly pest control program to prevent and address any pest control infestations SNRHA addresses bed bug issues aggressively through the use of multiple remedies, including chemical and heat treatments.

(ii) Section 8 Management:

- Administrative Plan

Grievance Procedure:

~~The Grievance Procedure is being updated to indicate current and correct address for Applicant to request an Informal Review, correct contact information of HUD Fair Housing Office in San Francisco, and contact address for SNRHA Hearing Representative, as well as correcting and/or deleting redundant or incorrect verbiage.~~

A. Public Housing

- (i) The SNRHA has not established written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?
- (ii) Residents or applicants to public housing may contact the following offices, to initiate the PHA grievance process:
 - PHA main administrative offices
 - PHA development management offices

B. Section 8 Tenant-Based Assistance

- (i) The SNRHA has established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.
- (ii) Families are to submit their request for informal reviews or hearings to the SNRHA’s Main Office.

Homeownership

- (i) SNRHA currently administer a homeownership program under an approved section 5(h) homeownership program [42 U.S.C. 1437c (h)]. SNRHA properties under this program are as follows:

| Public Housing Homeownership Activity Description (Complete one for each development affected) |
|---|
| 1a. Development name: Scattered Sites |
| 1b. Development (project) number: AMP 310 (NV39002026/NV39002031/NV39002032) |
| 2. Federal Program authority: 5(h) |
| 3. Application status: Approved; included in the PHA's Homeownership Plan/Program |
| 4. Date Homeownership Plan/Program approved,: (10/01/2001) |
| 5. Number of units affected: 93 (43+24+29) |
| 6. Coverage of action: Total development |

| Public Housing Homeownership Activity Description (Complete one for each development) |
|--|
| 1a. Development name: Scattered Sites |
| 1b. Development (project) number: AMP-318 016 (NV39013016) |
| 2. Federal Program authority: Section 32 |
| 3. Application status: Approved; included in the PHA's Homeownership Plan/Program |
| 4. Date Homeownership Plan/Program approved: (08/16/2007) |
| 5. Number of units affected: 56 |
| 6. Coverage of action: Partial development |

- (ii). **Section 8 Tenant Based Assistance**
The SNRHA does administer a Section 8 Homeownership program pursuant to Section 8(y) of the S.H.A. of 1937, as implemented by 24 CFR part 982.

Community Service and Self Sufficiency Programs.

A. PHA Coordination with the Welfare (TANF) Agency

- (i) Cooperative agreements:
The SNRHA **will may** be entering into a cooperative agreement with the TANF Agency, to share information and/or target supportive services.
- (ii) The SNRHA have coordinated the following efforts with the TANF agency:
 - a. Information sharing regarding mutual clients (for rent determinations and otherwise)

B. Services and programs offered to residents and participants

- (i). **Self-Sufficiency Policies**
The SNRHA employs the following policies, to enhance the economic and social self-sufficiency of assisted families:

Southern Nevada Regional Housing Authority (SNRHA) - Agency Plan **FY2017 -DRAFT**

- a. Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- b. reference/eligibility for public housing homeownership option participation
- c. Preference in requesting transfer to Honolulu Street Family Development

(ii) Economic and Social self-sufficiency programs

SNRHA coordinates, promotes and provides the following programs to enhance the economic and social self-sufficiency of residents:

| Services and Programs | | | | |
|--|------------------|--|--|--|
| Program Name & Description (including location, if appropriate) | Est. Size | Allocation Method (waiting list/random selection/specific criteria/other) | Access (development office / PHA main office / other provider name) | Eligibility (PH or HCV participant s or both) |
| IDEA Homeownership Program | 120 | FSS Program | Development/open recruitment | BOTH |
| WISH Homeownership Program | 3 | FSS Program | Development/open recruitment | BOTH |
| Transportation | 180 | As requested | Individual developments | PH |
| Youth Career Skills Training | 420 160 | Recruitment | Service Coordinator | PH BOTH |
| Clothes Closet Dress for Success – to provide clothes for participants scheduled for job interviews | 180 | As requested | FSS Coordinators | BOTH |
| Continuing Education | 55 | As requested | FSS Program referral | BOTH |
| Debt Management | 150 | As requested | FSS Program referral | BOTH |
| Utility/Rental Assistance | 200 | As requested | FSS Program referral | Local Residents |
| Early Education Services/Online High School Classes | 126 | As requested | Individual Developments | PH |
| Pro Bono Legal Services | 15 | As requested | Senior Law/Nevada Legal Services/Clark County Pro Bono/State Bar of NV Lawyers | BOTH |
| Health Services | | | | |

(iii) Family Self Sufficiency program/s

- a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|--|--|--|
| Program | Required Number of Participants (start of FY 2005 Estimate) | Actual Number of Participants (As of 4/1/ 2014 2016) |
| Public Housing | 346 | 190-236 |
| Section 8 | 190 | 375-127 |

SNRHA has outlined in the most recent FSS Action Plan steps to achieve at least the minimum program size.

C. Welfare Benefit Reductions

- (i) SNRHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:
 - Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
 - Actively notifying residents of new policy at times in addition to admission and reexamination.
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

Safety and Crime Prevention.

A. Need for measures to ensure the safety of public housing residents

- (i) The SNRHA has the need for measures to ensure the safety of public housing residents for the following reasons:
 - a. High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - b. People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- (ii) The PHA used the following information to determine the need for actions to improve safety of residents:
 - Analysis of crime statistics over time for crimes committed “in and around” public housing authority
 - Resident reports
 - Police reports
 - Daily Activity Reports provided by contracted on site security
- (iii). The following developments are most affected:

Sherman Gardens, Villa Capri, Sherman Gardens Annex, Marble Manor, Vera Johnson 'B' and Biegger Estates.

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

- (i). The SNRHA has undertaken or plans to undertake the following crime prevention activities:
- Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
 - Crime Prevention Through Environmental Design
 - Activities targeted to at-risk youth, adults, or seniors
 - Volunteer Resident Patrol/Block Watchers Program
 - Coordination efforts with other multi-family complexes to share information regarding evicted tenants
 - Safe Village Initiative at Sherman Garden Annex
 - Certification of staff in the Crime Free Communities protocol
- (ii). The following developments are most affected:
Sherman Gardens, Villa Capri, Sherman Gardens Annex, Marble Manor, Vera Johnson 'B' and Biegger Estates

C. Coordination between PHA and the police

- (i). The SNRHA have the following coordination efforts between and the appropriate police precincts for carrying out crime prevention measures and activities:
- Police provide crime data to housing authority staff for analysis and action
 - Police regularly testify in and otherwise support eviction cases
 - Police regularly meet with the PHA management and residents
- (ii). The following developments are most affected? (list below)
Sherman Gardens, Villa Capri, Sherman Gardens Annex, Marble Manor, Vera Johnson 'B' and Biegger Estates

Pet Policy:

The SNRHA has implemented a policy regarding the ownership of pets in the public housing developments. The policy outlines deposits, acceptable size and weight and number of pets per household. The policy also provides for those residents who have animals as a result of a Reasonable Accommodations based on handicap or disability.

Asset Management.

SNRHA is engaging in activities that will contribute to the long-term asset management of its public housing stock, including planning for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs. Examples of these activities include:

- Development-based accounting
- Generally maintenance activities are decentralized

Substantial Deviation:

Significant Amendment/Modification:

SUBSTANTIAL DEVIATION” AND SIGNIFICANT AMENDMENT OR MODIFICATION

The Code of Federal Regulations (CFR) at 24 CFR Part 903, Section 7, Public Housing Agency Plan; Final Rule issued on October 21, 1999 is very specific with respect to the information a PHA must provide in its Annual Plan. Part 903 Section 7 I (2) states that a PHA must identify the basic criteria the PHA will use for determining:

- a. A substantial deviation from its Five-Year Plan; and
- b. A significant amendment or modification to its Five-Year Plan and Annual Plan.

Notice PIH 99-51 states that PHAs must define the terms “Substantial Deviation” and “Significant Amendment or Modification” by stating the basic criteria for such definitions in an annual plan that has met full public process and Resident Advisory Board Review.

The Southern Nevada Regional Housing Authority considers the following actions to be Significant Amendments or Modifications:

1. Significant changes to rent or admissions policies or organization of the waiting list with the exception of Federally declared disasters.
2. Additions of non-emergency work items (items not included in the current Annual Statement, Five-Year Action Plan, or Physical Needs Assessment) or change in use of replacement reserve funds under the Capital Fund;
3. Any change with regard to demolition or disposition, designation, homeownership program or conversion activities.

Furthermore, the Southern Nevada Regional Housing Authority considers the following actions to be excluded from Significant Amendment or Modifications:

1. The decision to convert to either Project Based Rental Assistance (PBRA) or Project Based Voucher (PBV) Assistance.
 - a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds
 - b. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
 - c. Changes to the financing structure for each approved RAD conversion.

Any substantial deviation from the Mission Statement and/or Goals and Objectives presented in the Five-Year Plan that cause changes in the services provided to residents or significant changes to the Agency’s financial situation will be documented in subsequent Agency Plans.

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An exception to this definition will be made for any of the above that are adopted to reflect changes in Federal Law or HUD regulatory requirements; such changes will not be considered significant amendments.

(b) If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

(c) The PHA must submit its Deconcentration Policy for Field Office review

SNRHA’s Deconcentration Policy for the Housing Choice Voucher Program is entitled “Encouraging Participation in areas without Low Income or Minority Concentration”, and is included under Attachment B.

SNRHA’s Public Housing ACOP, Chapter 4.L.:Deconcentration of Poverty and Income Mixing” is included under Attachment B.

(d) Changes to the ACOP and ADMIN Plan are included under Attachment C

| | |
|-------------|-----------------------|
| B.2. | New Activities |
|-------------|-----------------------|

(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods
- Mixed Finance Modernization or Development
- Demolition and/or Disposition
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance
- Conversion of Public Housing to Project-Based Assistance under RAD
- Occupancy by Over-Income Families.
- Occupancy by Police Officers
- Non-Smoking Policies
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants)

Hope VI or Choice Neighborhoods (CNI):

SNRHA has not received a HOPE VI revitalization grant however; our agency is planning to apply for a HOPE VI Revitalization or CNI grant in the Plan year for the following:

- Ernie Cragin Terrace **AMP 305** (NV 209 - **vacant lot**)
- Ernie Cragin Terrace **AMP 305** (NV 210 - **vacant lot**)
- Ernie Cragin Terrace **AMP 305** (NV 213 - **vacant lot**)
- Sherman Gardens Annex **AMP 408** (NV206a)
- Sherman Gardens **AMP 408** (NV214)
- Villa Capri **AMP 408** (NV 215)
- Rose Gardens **AMP 403** (NV 703) (Received a CNI Planning Grant in 2015)

Mixed Finance Modernization or Development:

Please refer to the following Demolition and/or Disposition Section for proposed SNRHA’s Mixed Finance or Development Plans

Demolition and/or Disposition.

Demolition and Disposition: As a result of the Authority’s extensive redevelopment activities, several of the Authority’s family developments are included as considerations for demolition and/or disposition. It is not expected that all developments be demolished or disposed of, however, revitalization efforts continue to increase and any of all remaining family developments may be considered during the fiscal year. The SNRHA is considering all Public Housing Properties for Demolition or Disposition through Mixed Finance or Conversion under the Rental Assistance Demonstration Program. ~~Please refer to Section 10 for the proposed group of properties scheduled for demolition and/or disposition.~~ Landsman Gardens – NV018013003 has been disposed as part of the Rental Assistance Demonstration (RAD) Program process. Vera Johnson B – NV018002314411 to be disposed as part of the **Mixed Finance process and after construction completion will convert under** RAD Program process. Biegger Estates – NV018013406 and Rose Gardens – NV018007403 to be disposed as part of the RAD Program Conversion ~~or Mixed Finance process.~~ Vera Johnson Manor “A” - NV018002406 to be disposed as part of the Mixed Finance process.

SNRHA has submitted or will be submitting Demolition/Disposition application for the following public housing properties:

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Vera Johnson B |
| 1b. Development (project) number: AMP 410 (NV39P002022b) |
| 2. Activity type: Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: Planned application |
| 4. Date application planned for submission: 2014 |
| 5. Number of units affected: 112 |
| 6. Coverage of action: Total AMP |
| 7. Timeline for activity: Projected start date: 2015 - Projected end date: 2016 |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Sherman Annex /Marble Annex/Sherman Gardens/ Villa Capri |
| 1b. Development (project) number: AMP 408 (NV39P002006a/203b/214/215) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: Planned application |
| 4. Date application planned for submission: TBD |
| 5. Number of units affected: 314 (154+20+82+60) |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBD- Projected end date: TBD |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Rose Gardens |
| 1b. Development (project) number: AMP 403 (former AMP 320) (NV39P007003) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: Planned application |
| 4. Date application planned for submission: 2015 |
| 5. Number of units affected: 120 |
| 6. Coverage of action: Partial AMP |
| 7. Timeline for activity: Projected start date: 2016 - Projected end date: 2017 |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Biegger Estates |
| 1b. Development (project) number: AMP 406 (NV39P013008) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: Planned application |
| 4. Date application planned for submission: 2015 |
| 5. Number of units affected: 119 |
| 6. Coverage of action: Partial AMP |
| 7. Timeline for activity: Projected start date: 2016 Projected end date: 2017 |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Archie Grant |
| 1b. Development (project) number: AMP 401 (NV39P002005) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 125 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Marion Bennett Plaza |
| 1b. Development (project) number: AMP 401 (NV39P018316) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 65 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Lubertha Johnson |
| 1b. Development (project) number: AMP 401 (NV39P0181321) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 112 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: James Down Towers |
| 1b. Development (project) number: AMP 402 (NV39P002012) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 200 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Sartini Plaza |
| 1b. Development (project) number: AMP 402 (NV39P002021) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 220 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Sartini Plaza Annex |
| 1b. Development (project) number: AMP 402 (NV39P002046) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 39 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Harry Levy Gardens |
| 1b. Development (project) number: AMP 403 (NV39P002008) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 150 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Aida Brents |
| 1b. Development (project) number: AMP 403 (NV39P002024) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 24 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Espinoza Terrace |
| 1b. Development (project) number: AMP 404 (NV39P013002) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 100 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Hampton Court |
| 1b. Development (project) number: AMP 404 (NV39P013005) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 100 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Schaffer Heights |
| 1b. Development (project) number: AMP 404 (NV39P013009) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 75 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Otto Merida Desert Villas |
| 1b. Development (project) number: AMP 405 (NV39P002048) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 60 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Simmons Manor |
| 1b. Development (project) number: AMP 406 (NV39P013020) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 61 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Ernie Cragin Terrace |
| 1b. Development (project) number: AMP 406 (NV39P002004b) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 40 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Vera Johnson A |
| 1b. Development (project) number: AMP 406 (NV39P002022a) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 76 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Hullum Homes |
| 1b. Development (project) number: AMP 407 (NV39P013007) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 59 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Jones Gardens |
| 1b. Development (project) number: AMP 407 (NV39P013010) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 90 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Marble Manor |
| 1b. Development (project) number: AMP 407 (NV39P002001/02/03a/04a) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 235 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Marble Manor Annex |
| 1b. Development (project) number: AMP 408 (NV39P002003b) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 20 |
| 6. Coverage of action: Partial AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Scattered Sites-Henderson |
| 1b. Development (project) number: AMP 409 (NV39P013016) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 31 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Scattered Sites |
| 1b. Development (project) number: AMP 409 (NV39P013016) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 99 + 31 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Scattered Sites |
| 1b. Development (project) number: AMP 409 (NV39P002046) |
| 2. Activity type: Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: TBA |
| 4. Date application planned for submission: TBA |
| 5. Number of units affected: 155 |
| 6. Coverage of action: Partial or Total AMP |
| 7. Timeline for activity: Projected start date: TBA Projected end date: TBA |

| Demolition/Disposition Activity Description | |
|--|---|
| 1a. Development name: | Scattered Sites |
| 1b. Development (project) number: | AMP 409 (NV39P002047) |
| 2. Activity type: | Demolition and/or Disposition through the Rental Assistance Demonstration (RAD) Program or Mixed Finance process |
| 3. Application status: | TBA |
| 4. Date application planned for submission: | TBA |
| 5. Number of units affected: | 7 |
| 6. Coverage of action: | Partial or Total AMP |
| 7. Timeline for activity: | Projected start date: TBA Projected end date: TBA |

Designation of Housing for Elderly and Disabled Families:

Currently, Harry Levy Gardens (NV-208), James Downs Towers (NV 2-12), Espinoza Terrace (NV 13-02) Perry Plaza (NV18-21), Rose Gardens (NV18-20) and Arthur Sartini Plaza (NV 2-21) are covered under an existing Allocation Plan as designated for the elderly only. The Authority plans to proceed with the designation of Arthur Sartini Annex (a portion of NV 2-46) as elderly only. ~~We are still awaiting vouchers for Sartini Annex. The SNRHA will apply for these vouchers when the Notice of Funding Availability (NOFA) is posted. Additionally, on January 8th, 2014, the SNRHA received approval for Marion Bennett Plaza to consist of 16 units to be designated for Elderly and the remaining 49 units to be designated as Mixed Population.~~

The SNRHA submitted to HUD on November 15, 2013 an Amendment to the Designated Housing Plan by proposing to designate 16 units as elderly and 49 units as mixed (elderly and disabled families only) at Bennett Plaza, representing a 5.3% change in the number of designated units. Details of the revised Plan are noted below:

Elderly Population Designation

| Development Name | Development Number | Bedroom Type | | | Total Units Designated | Total Units in Development |
|-------------------------|---------------------------|---------------------|-------------|-------------|-------------------------------|-----------------------------------|
| | | 0-BR | 1-BR | 2-BR | | |
| Perry Plaza | NV018013021 | | 89 | 23 | 112 | 112 |
| Espinoza Terrace | NV018013002 | 60 | 36 | 4 | 100 | 100 |
| Harry Levy Gardens | NV002000306 | 46 | 102 | 2 | 150 | 150 |
| Rose Gardens | NV018007001 | 60 | 60 | | 120 | 120 |
| James Down Towers | NV018002307 | | 198 | 2 | 200 | 200 |
| Arthur Sartini Plaza | NV018002303 | | 218 | 2 | 220 | 220 |
| Bennett Plaza | NV018002316 | | 16 | | 16 | 65 |
| Total | | 166 | 719 | 33 | 918 | 967 |

Mixed Population Designation

| Development Name | Development Number | Bedroom Type | | | Total Units Designated | Total Units in Development |
|-------------------------|---------------------------|---------------------|-------------|-------------|-------------------------------|-----------------------------------|
| | | 0-BR | 1-BR | 2-BR | | |
| Bennett Plaza | NV018002316 | | 44 | 5 | 49 | 65 |
| Total | | | 44 | 5 | 49 | 65 |

This amendment to the plan was reviewed By HUD in accordance with the requirements of Section 7 of the United States Housing Act of 1937. Based on the information available to HUD the plan was approved on January 8, 2014. This plan will be in effect for 5 years from the date of the original approval of May 20, 2011, with an expiration of **May 17, 2016**. Prior to the expiration, SNRHA will be applying to extend the designation for an additional 2-year increment.

The Authority ~~plans to~~ may proceed with the designation of Arthur Sartini Annex (a portion of ~~NV 2-46 AMP402~~) as well as Schaffer Heights (a portion of AMP404) as elderly only. ~~We are still awaiting vouchers for Sartini Annex. The SNRHA will apply for these vouchers when the Notice of Funding Availability (NOFA) is posted.~~

~~On January 8, 2014, SNRHA received notice of approval of Marion Bennett Plaza (NV0180002316) to include designation of 16 units for Elderly and the remaining 49 units for Mixed Population occupancy.~~

Conversion of Public Housing

SNRHA anticipates targeting certain Public Housing developments that are up to 60 units to include but not limited to the following: Villa Capri; Sartini Plaza Annex; Hullum Homes and Aida Brents

Conversion of Public Housing (RAD):

RENTAL ASSISTANCE DEMONSTRATION (RAD) PROGRAM

Under an innovative new program called Rental Assistance Demonstration (RAD), the U.S. Department of Housing and Urban Development (HUD) is allowing housing authorities to rehabilitate and preserve their aging public housing developments using a variety of public and private affordable housing resources, including tax-exempt bonds supported by project-based rental assistance, Federal Low-Income Housing Tax Credits and Public Housing Capital Funds (CFP) including Replacement Housing Factor (RHF) Funds.

The SNRHA continues with its efforts to convert more public housing assistance under the RAD Program. The SNRHA currently is **not** under a voluntary compliance agreement, consent order or consent decree or final judicial ruling or administrative ruling or decision therefore; there is no negative impact by the conversion activities. Additionally SNRHA certifies that all RAD conversions complies and will continue to comply with all applicable site selection and neighborhood reviews standards and all appropriate procedures have been and will continue to be followed.

Below, please find a table listing out each of the provisions affecting residents’ rights and participation, waiting list and grievance procedures. The table lists out the provisions applicable to the type of conversion (PBV or PBRA) that the PHA is proposing. This list is not a substitute for providing a copy of the relevant tenant protections listed below.

| Project Based Voucher (PBV) Requirements (Section 1.6 of PIH Notice 2012-32, REV-2 and the Joint Housing PIH Notice H-2014-09/ PIH-2014-17) | Project Based Rental Assistance (PBRA) Requirements (Section 1.7 of PIH Notice 2012-32, REV-2 and the Joint Housing PIH Notice H-2014-09/PIH-2014-17) |
|---|---|
| Tenant Protections (Under Joint Housing PIH Notice H-2014-09/ PIH-2014-17.) | |
| 1. Right to Return and Relocation Assistance | 1. Right to Return and Relocation Assistance |
| Tenant Protections Under Section 1.6.C (PBV) or Section 1.7.B (PBRA) | |

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| | |
|---|--|
| 1. No re-screening of tenants upon conversion | 1. No re-screening of tenants upon conversion; |
| 2. Under-Occupied Unit | 2. Under-Occupied Unit (See Section 1.7) |
| 3. Renewal of Lease | 3. N/A |
| 4. Phase-in of tenant rent increase: | 4. Phase-in of tenant rent increase: |
| 5. FSS and ROSS-SC programs; | 5. FSS and ROSS-SC programs; |
| 6. Resident Participation and Funding. | 6. Resident Participation and Funding. |
| 7. Termination notification | 7. Termination notification |
| 8. Grievance process | 8. Grievance process |
| 9. Earned Income Disregard. | 9. Earned Income Disregard. |
| 10. Jobs Plus | 10. Jobs Plus |
| Tenant Protections Under Section 1.6.D (PBV) or Section 1.7.C (PBRA) | |
| 1. Establishment of Waiting List | 1. Establishment of Waiting List |
| 2. Choice Mobility | 2. Choice Mobility |
| | |

SNRHA RAD Conversion Status is as follows:

Project Description

Vera Johnson Manor “B” (AMP 410)
 503 North Lamb Blvd. Las Vegas, NV 89110
 APN# 140-31-501-017 (9.46 acres)

The SNRHA submitted on 12/2013 a RAD application for Vera Johnson Manor B (AMP 314) anticipating a Conditional Housing Assistance Payment (CHAP) agreement issuance by January 2014. As of March 2015 the CHAP agreement has not been issued for the Project; even though Congress lifted the unit cap of 60,000 to 185,000 units under the RAD Program. The SNRHA submitted in FY 2014 a HOME application and a 9% Tax Credit Application for the Rehabilitation of all 112 units at this site. On April 2014 the City of Las Vegas awarded \$1 million in HOME Funds to Vera Johnson Manor B and in July 2014 the Nevada Housing Division issued a 2014 Reservation Letter for \$1 million annually in 9% Low Income Housing Tax Credits (LIHTC) for Vera Johnson Manor B. In an effort to preserve the HOME Funds and Tax Credit Allocations, the SNRHA proceeded with a Mixed Finance Proposal as an Interim Plan for closing early April 2015. As part of this process SNRHA completed a Section 18 disposition resulting in a reduction of eight (8) public housing units to be set-aside for HOME restricted units for a new total of 104 public housing units. The SNRHA plans to submit the RAD conversion after receiving the CHAP and immediately after the construction and lease-up is complete at Vera Johnson B.

On April 3, 2015-the SHNRA received approval from HUD for the conversion of assistance of 112 public housing units at Development No. NV018002022b, Vera Johnson Manor B (AMP 410). The SNRHA will be submitting a revision to the RAD team to reflect the new total of 104 Public Housing Units for conversion of assistance to Project Based Voucher (PBV) under RAD.

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SNRHA will work with HUD to forward needed items to meet any required RAD milestones. However, SNRHA currently does not anticipate converting Vera Johnson Manor B to RAD until construction completion to simplify the conversion.

Vera Johnson Manor “B” entails the acquisition / rehabilitation of an existing 112-unit [104 Public Housing plus 8 HOME restricted units] low-income family development located in Las Vegas, NV. The property was constructed in 1984 under the Federal Low-Income Public Housing program and is owned and operated by the Southern Nevada Regional Housing Authority (SNRHA).

The goals of the rehabilitation include:

- To bring the units up to modern standards including new plumbing, wiring, cabinets, countertops, sinks, tubs and vanities, painting, flooring and appliances;
- To meet and/or exceed energy conservation requirements as detailed in Section 14 of the 2014 Nevada Housing Division Qualified Allocation Plan, and to lower future utility costs for the tenants and the owner; this will include new vinyl dual- pane windows, new exterior doors, additional furring, insulation and duct work, and the addition of gas-fired tankless hot water heaters;
- To increase site security and “defensible space” through landscaping, improved site lighting and security cameras;
- To reduce water consumption through the replacement of some lawn areas with low-maintenance rock and desert landscaping and the addition of low-flow faucets and commodes; and,
- To address remaining site accessibility deficiencies as identified in the physical needs assessment and annual property accessibility audits.

Vera Johnson Manor B opened in 1984 as the 18th family housing development of the former Las Vegas Housing Authority. The site is named in honor of Vera Johnson, former Supervisor Occupancy Specialist at the San Francisco Area of the Department of Housing and Urban Development (HUD).

The development consists of 15 one and two-story wood and block-frame buildings on an 9.46-acre site. The unit mix, in 15 residential buildings, is as follows:

| No. of Units | Public Housing | HOME Restricted | Type | SF |
|--------------|----------------|-----------------|----------------------|-------------------|
| 96 | 91 | 5 | 2 Bedroom/1 Bathroom | 1,073 SF |
| 16 | 13 | 3 | 3 Bedroom/1 Bathroom | 1,213 SF |
| 112 | 104 | 8 | | 122,416 SF |

There are no changes to the number of units or the bedroom distribution of the units proposed as part of the conversion.

The units are arranged in buildings of 5 to 9 units along a series of parking lots entered by way of North Lamb Boulevard. The property contains 138 parking spaces plus 6 parking spaces for disabled persons.

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As part of the redevelopment, SNRHA plans to add a community center and work with the Clark County School District and Communities in Schools Nevada to expand its successful Project REACH program to the Learning Center on the Vera Johnson Manor B site. (See below.)

Development Team

Developer: Nevada HAND
Co-Developer: Southern Nevada Regional Housing Authority and its non-profit affiliate, Affordable Housing Programs, Inc.
Consultant: EJP Consulting Group, LLC and Praxis Consulting Group, LLC General
Contractor: HAND Construction
Property Manager: HAND Property Management
Architect: ~~To be identified~~ SH Architecture

Vera Johnson Manor B will be owned by a new sole purpose entity, Vera Johnson Family, LLC, a Nevada limited liability company. The 0.01% Managing Member of the LLC will be Vera Johnson Family Manager, LLC, also a Nevada limited liability company. Affordable Housing Programs, Inc. (AHP, Inc.), the non-profit instrumentality of SNRHA, will be the sole manager of the Manager LLC. SNRHA and AHP, Inc. will act as co-developer to the ownership LLC.

Project Financing

The project financing for Vera Johnson Manor B includes 9% Low Income Housing Tax Credits issued through the Nevada Housing Division and HOME Funds from City of Las Vegas.

Under an innovative new program called Rental Assistance Demonstration (RAD), the HUD is allowing housing authorities to convert public housing into subsidized housing with a project-based rental assistance contract. The rental assistance contract—15 years with an option to renew for another 15 years under the Project-Based Voucher approach—will allow SNRHA to borrow funds to cover a portion of the redevelopment effort. The RAD contract rent will be the lesser of 110% of Fair Market Rent less Utility Allowance or \$710 per unit per month.

SNRHA submitted its application for RAD financing to HUD in mid-December 2013.

Estimated Project Schedule

| | |
|--------------------------|-----------------------------------|
| RAD Application | December 2013 (actual) |
| NHD 9% LIHTC Application | May 2014 (actual) |
| Financial Closing | April 2015 |
| Construction Start | April 2015 (actual) |
| Construction Completion | December 2015 May 2016 |
| Full Occupancy | April 2016 May 2016 |

Project Description

Landsman Gardens (AMP 317)
750 Major Street, Henderson, NV 89015
APN# 179-17-503-001 and 003 (11.11 acres)

RAD Conversion Update: Under the Rental Assistance Demonstration the SNRHA converted in 2014 Landsman Gardens a 100-unit family public housing development in the Valley View neighborhood of Henderson, Nevada to Project Based Section 8. Landsman Gardens is the first FHA-financed project in the nation to close under the Rental Assistance Demonstration (RAD) program. Construction was completed December 2014 and units are anticipated to be 100% lease-up March 2015.

Financing for Landsman Gardens includes tax-exempt bonds issued by the Nevada Housing Division and insured under the FHA 221(d)(4) mortgage guarantee program, equity from the sale of 4% Low Income Housing Tax Credits to PNC Real Estate, short-term tax-exempt bonds for construction from Citi Community Capital, public housing capital funds and operating reserves from the SNRHA, HUD HOME funds from the City of Henderson, Federal Home Loan Bank of San Francisco Affordable Housing Program (AHP) funds, sponsored by City National Bank and grant funds from Wells Fargo Housing Foundation.

The property renovations included comprehensive modernization of all the units, site upgrades and included upgrading the site and the on-site Administrative Building and Learning Center where the SNRHA and local service organizations will provide a variety of programs to residents such as after-school activities for youth, financial literacy, and resource referrals to nutrition and wellness programs.

Landsman Gardens is an important housing asset for the Las Vegas Valley that includes a complement of scarce two-, three-, four-, and five-bedroom units, serving large families. Through the RAD program, the development will be preserved in the long term for a new generation of families in need of decent, safe and affordable housing.

Project Description

Biegger Estates (AMP 406)
5701 Missouri St.#35, Las Vegas, NV. 89122
APN#:161-28-603-001 (11acres)

RAD Conversion Update: The SNRHA in March 2015 submitted a RAD application for Biegger Estates (AMP 406) the Conditional Housing Assistance Payment (CHAP) agreement was received July 2015) for conversion of assistance to Project Based Voucher (PBV) under RAD. The SNRHA submitted on May 2015 a 9% Tax Credit Application for the Rehabilitation of all 119 units at this site and received a 9% Tax Credit Award Allocation on July 2015. The SNRHA will self-develop this project

Biegger Estates, constructed in 1985 and opened in 1986, as the 8th family housing development of the former Clark County Housing Authority. Property consists of 33 single-story wood frame residential buildings with stucco exteriors on an 11-acre site. The roofs are gable style with asphalt shingles. The unit mix, in 33 residential buildings, is as follows:

| No. of PH Units | Bdrm Distribution | SF |
|-----------------|----------------------|-------------------|
| 87 | 2 Bedroom/1 Bathroom | 782 SF |
| 22 | 3 Bedroom/1 Bathroom | 1,009 SF |
| 10 | 4 Bedroom/2 Bathroom | 1,116 SF |
| 119 | | 101,428 SF |

At this time we are not anticipating to change the number of units or the bedroom distribution of the units proposed as part of the conversion.

Estimated Project Schedule

RAD Application: March 2015
NHD 9% LIHTC Application: May 2015
Construction Start: ~~January 2016~~ May 2016
Construction Completion: ~~February 2017~~ June 2017
Full Occupancy : ~~April 2017~~ August 2017

Project Description

Rose Gardens (AMP 403)
 1632 Yale Street, North Las Vegas, NV.89030
 APN #: 139-22-810-041 (3.85acres)

RAD Conversion Update: The SNRHA submitted in March 2015 a RAD application for Rose Gardens (AMP403) receiving a Conditional Housing Assistance Payment (CHAP) agreement July 2015 for conversion of assistance to Project Based Voucher (PBV) under RAD. The SNRHA is also planning to submit in FY 2015 early FY 2016 a Bond/4% Tax Credit Application for the Re-development of all 120 units (on-site or off-site). The SNRHA may self-develop or partner with a developer for this project.

Rose Gardens constructed in 1972 acquired and opened in 1975, as the 2th senior housing development of the former City of North Las Vegas Housing Authority. Currently Rose Gardens has an Elderly Population Designation. Property consists of 2 three-story low rise elevator style structure on a 3.85-acre site. The buildings are slab on grade with a wood siding exterior. The unit mix is as follows:

| No. of PH Units | Bdrm Distribution | SF |
|-----------------|----------------------|------------------|
| 60 | 0 Bedroom/1 Bathroom | 370 SF |
| 60 | 1 Bedroom/1 Bathroom | 503 SF |
| 120 | | 52,380 SF |

At this time we are not anticipating to change the number of units however; we are anticipating to change the bedroom distribution of the units as follows: 70%-85%-1Bdrm units [approx. 600sqft] and 15%-30% 2Bdrm [approx. 775sqft] units, as part of the conversion.

| | | | |
|--|---|--|---|
| <u>Name of Public Housing Project:</u> ROSE GARDENS | <u>PIC Development ID:</u> NV018007001 | <u>Conversion type (i.e., PBV or PBRA):</u> PBV | <u>Transfer of Assistance:</u> Yes <u>Proposed Location:</u> 1731 Yale Street. NLV, NV. 89030 APN: 139-22-801-002 <u>No. of Units Transferring:</u> 120 |
| <u>Total Units:</u> 120 | <u>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</u> Senior | <u>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</u> Senior | <u>Capital Fund allocation of Development:</u> \$112,549.27 |
| Bedroom Type | Number of Units Pre-Conversion | Number of Units Post-Conversion: | Change in Number of Units per Bedroom Type and Why? |
| Studio/Efficiency | 60 | 0 | |
| One Bedroom | 60 | 102 | Unit Reconfiguration |
| Two Bedroom | 0 | 18 | Unit Reconfiguration |

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| | | | |
|--|---|-----|--|
| Three Bedroom | 0 | 0 | |
| Four Bedroom | 0 | 0 | |
| Five Bedroom | 0 | 0 | |
| Six Bedroom | 0 | 0 | |
| Total: | 120 | 120 | |
| (If Performing a Transfer of Assistance) | The property proposed for the transfer of assistance is across the street from Rose Gardens, [former Casa Rosa Public Housing site demolished in July 2010 as approved by HUD and SAC]. This property is also a part of the existing Rose Gardens AMP. The existing units are extremely small 370SF-530SF and very difficult to lease. The proposed units will be more spacious ranging from 600SF-775SF with more amenities. Units will be more attractive and more marketable. It is proposed to relocate the tenants once the construction of the new building is complete at the new location and then demolish the existing Rose Gardens structures. Therefore; the SNRHA is not anticipating any changes in the policies that govern eligibility, admission, selection and occupancy of units at the project after it has been converted. | | |

Estimated Project Schedule

RAD Application: March 2015
 Bond 4% LIHTC Application: May 2016
 Construction Start: December 2016
 Construction Completion: March 2018
 Full Occupancy : December 2018

Next Group of RAD Applications: RAD portfolio application approved at the 08/21/15 SNRHA Board of Commissioners meeting and submitted to HUD on 11/05/15. Properties included are as follows:

First Group: 1)Otto Merida (AMP405), 2)Lubertha Johnson (AMP401), 3)Bennett Plaza (AMP401), 4)Espinoza Terrace (404), 5)Hullum Homes (AMP407), 6)Jones Gardens (AMP407), 7)Sartini Plaza (AMP402) & 8)Sartini Annex (AMP402), 9)Archie Grant (South Parcel) (AMP401) and 10)Ernie Cragin Terrace (AMP406) totaling 844 public housing units.

Second Group: 1)Schaffer Heights (AMP404), 2)Aida Brents (AMP403), 3)Levy Gardens(403), 4)James Down Towers (AMP402), 5)Hampton Court (Amp404), 6)Simmons (AMP406) and 7)Sherman Gardens Annex (408) totaling 564 public housing units.

The RAD portfolio is pending HUD review and issuance of Commitment to enter into a Housing Assistance Payment contract (CHAP) for Group 1.

RAD applications are now broken down in six categories, SNRHA portfolio award is listed under Category 6 - "Uncategorized" (application review not completed) total units over the

185,000 cap is 10,046 units as of 11/30/15. We are last in our category with a waitlist of 3,344. RAD will provide monthly updates.

FYI: President's Budget for 2016 has requested Congress to eliminate the cap on the number of units to be converted.

Occupancy by Over-Income Families.

At this time SNRHA is reviewing the impact of Over-Income Families (if any) on its Public Housing Program and will formulate a Policy (if needed) in compliance with Notice PIH 2011-7 and 24 CFR960.503 and 24CFR 903-7(b) to address this issue.

Occupancy by Police Officers.

In order to provide an increased sense of security for public housing residents, the SNRHA may allow public housing units to be occupied by police officers.

Police officers will not be required to be income eligible to qualify for admission to the SNRHA's public housing program.

Non-Smoking Policies.

N. SMOKE FREE HOUSING

In order to provide a healthier environment for our residents, the Board of Commissioners has adopted a Smoke Free Housing Policy. The purpose of this policy is to provide a healthier environment for our residents and eliminate the harmful effects of secondhand smoke, fire danger and damage to apartments due to smoke. Secondhand smoke is particularly dangerous to children and people with respiratory disease. It is the third leading cause of preventable death in the United States. In 2006, the US Surgeon General stated that there is no safe level of second hand smoke.

Definition of Smoke/Smoking:

The term "smoke" and "smoking" means inhaling, exhaling, breathing or carrying any lighted cigar, cigarette or other tobacco product on similar lighted product in any manner or in any form.

Smoke-Free Apartments:

The premises listed below have been designated as smoke-free living environments:

- **Lubertha Johnson-Perry Plaza** Senior Development

With 45 days written notice and a signed lease addendum for all current residents, future properties may be designated smoke free at the discretion of SNRHA.

Residents, **staff** and guests are prohibited from smoking on these properties owned and managed by SNRHA, including the apartment rented by the resident, the building in which the dwelling unit is located, and all common areas inside and outside the building up to 15 feet from each building and 50 feet from the buildings entry.

The Southern Nevada Regional Housing Authority Not a Guarantor of Smoke-Free Environment

The adoption of a smoke free living environment and the efforts to designate a property as smoke-free does not make SNRHA a guarantor of resident’s health or of the smoke free condition of the resident’s apartment and common areas. However, SNRHA shall take reasonable steps to enforce the smoke-free terms of its leases and to make the property smoke-free. SNRHA will post smoke free properties with “No Smoking” signs inside and outside the buildings and may, at its sole option, consider designating smoking areas at any or all of the properties.

Smoking on the Property as a Lease Violation

If a resident smells tobacco smoke anywhere in the building, they should report this to the office as soon as possible. Management will seek the source of the smoke and take appropriate action. A resident will be in violation of his/her lease if the resident or any guest is determined to be smoking on SNRHA property. Three (3) violations of SNRHA’s Smoke Free Policy may result in eviction. All applicants/residents acknowledge receipt of this Policy and Smoke-Free Lease Addendum in writing at the time of application and/or next rent recertification.

Project-Based Vouchers:

SNRHA shall use project-based vouchers as required to leverage funds to expand affordable housing. SNRHA shall not utilize more than 50 vouchers as they become available for this purpose.

- Identify method to leverage funding resources; including using up to **the allowable 20% of HCV tenant based vouchers, for project based, starting in 2014 or** as they become available. SNRHA may Project Base up to 20% of its Vouchers. The general locations for future projects will be outside of areas of high concentration of poverty and as defined in the applicable RFP. Future decisions will be in compliance with this. Project Basing will be consistent with the Agencies efforts and the community to increase affordable housing resources.
- SNRHA will identify certain public housing and affordable housing sites/units for project-based assistance

Units with Approved Vacancies for Modernization.

The following information updates the agency plan to provide detailed information regarding units scheduled from comprehensive modernization and/or modernization/ energy upgrades, for the public housing properties previously identified in the Capital Funds Program Grants.

Units scheduled for construction work that will required PIC unit status update to “Undergoing Modernization” are listed in the following tables:

| SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY UNITS SCHEDULED FOR MODERNIZATION CFP 2015 – CFP 2020 | | | | | |
|---|-------------|--------------|---------------|----------------------|-------|
| AMP No. | Unit Number | Unit Address | Scope of Work | Estimated Completion | Count |

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| VERA JOHNSON B - Rental Assistance Demonstration (RAD) Demonstration application submitted December, 2013. Anticipated approval by or before November 2014. On schedule to submit a 9% Low Income Housing Tax Credit proposal by May 2, 2014. Deadline. SNRHA is partnering with a developer for this project. Estimated Construction NTP Date: May 2015. Anticipated Completion: July 2016 | | | | | |
|--|--------|----------------------|-----------------------------|----------|---|
| 314 | 299077 | 505 N. LAMB BLVD # 1 | Comprehensive Modernization | 07/31/16 | 1 |
| 314 | 299078 | 505 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299079 | 505 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299080 | 505 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299081 | 505 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299082 | 505 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299083 | 507 N. LAMB BLVD # 1 | Comprehensive Modernization | 07/31/16 | 1 |
| 314 | 299084 | 507 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299085 | 507 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299086 | 507 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299087 | 507 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299088 | 507 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299089 | 507 N. LAMB BLVD # 7 | Comprehensive Modernization | | 1 |
| 314 | 299090 | 507 N. LAMB BLVD # 8 | Comprehensive Modernization | | 1 |
| 314 | 299091 | 507 N. LAMB BLVD # 9 | Comprehensive Modernization | 06/30/16 | 1 |
| 314 | 299092 | 509 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299093 | 509 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299094 | 509 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299095 | 509 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299096 | 509 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299097 | 511 N. LAMB BLVD # 1 | Comprehensive Modernization | 06/30/16 | 1 |
| 314 | 299098 | 511 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299099 | 511 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299100 | 511 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299101 | 511 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299102 | 511 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299103 | 511 N. LAMB BLVD # 7 | Comprehensive Modernization | | 1 |
| 314 | 299104 | 511 N. LAMB BLVD # 8 | Comprehensive Modernization | | 1 |
| 314 | 299105 | 511 N. LAMB BLVD # 9 | Comprehensive Modernization | 05/31/16 | 1 |
| 314 | 299106 | 513 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299107 | 513 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299108 | 513 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299109 | 513 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299110 | 513 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299111 | 513 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299112 | 513 N. LAMB BLVD # 7 | Comprehensive Modernization | | 1 |
| 314 | 299113 | 513 N. LAMB BLVD # 8 | Comprehensive Modernization | 1 | |
| 314 | 299114 | 515 N. LAMB BLVD # 1 | Comprehensive Modernization | 05/31/16 | 1 |
| 314 | 299115 | 515 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299116 | 515 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299117 | 515 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299118 | 515 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299119 | 515 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299120 | 515 N. LAMB BLVD # 7 | Comprehensive Modernization | 04/30/16 | 1 |
| 314 | 299121 | 515 N. LAMB BLVD # 8 | Comprehensive Modernization | | 1 |
| 314 | 299122 | 515 N. LAMB BLVD # 9 | Comprehensive Modernization | | 1 |
| 314 | 299123 | 517 N. LAMB BLVD # 1 | Comprehensive Modernization | 04/30/16 | 1 |

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| | | | | | |
|-----|--------|----------------------|-----------------------------|----------|---|
| 314 | 299124 | 517 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299125 | 517 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299126 | 517 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299127 | 517 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299128 | 517 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299129 | 519 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299130 | 519 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299131 | 519 N. LAMB BLVD # 3 | Comprehensive Modernization | 04/30/16 | 1 |
| 314 | 299132 | 519 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299133 | 519 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299134 | 521 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299135 | 521 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299136 | 521 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299137 | 521 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299138 | 521 N. LAMB BLVD # 5 | Comprehensive Modernization | 03/31/16 | 1 |
| 314 | 299139 | 521 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299140 | 521 N. LAMB BLVD # 7 | Comprehensive Modernization | | 1 |
| 314 | 299141 | 521 N. LAMB BLVD # 8 | Comprehensive Modernization | | 1 |
| 314 | 299142 | 521 N. LAMB BLVD # 9 | Comprehensive Modernization | | 1 |
| 314 | 299143 | 523 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299144 | 523 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299145 | 523 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299146 | 523 N. LAMB BLVD # 4 | Comprehensive Modernization | 03/31/16 | 1 |
| 314 | 299147 | 523 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299148 | 523 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299149 | 523 N. LAMB BLVD # 7 | Comprehensive Modernization | | 1 |
| 314 | 299150 | 523 N. LAMB BLVD # 8 | Comprehensive Modernization | | 1 |
| 314 | 299151 | 525 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299152 | 525 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299153 | 525 N. LAMB BLVD # 3 | Comprehensive Modernization | 02/29/16 | 1 |
| 314 | 299154 | 525 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299155 | 525 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299156 | 525 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299157 | 527 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299158 | 527 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299159 | 527 N. LAMB BLVD # 3 | Comprehensive Modernization | 02/29/16 | 1 |
| 314 | 299160 | 527 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299161 | 527 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 |
| 314 | 299162 | 527 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299163 | 529 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299164 | 529 N. LAMB BLVD # 2 | Comprehensive Modernization | | 1 |
| 314 | 299165 | 529 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |
| 314 | 299166 | 529 N. LAMB BLVD # 4 | Comprehensive Modernization | | 1 |
| 314 | 299167 | 529 N. LAMB BLVD # 5 | Comprehensive Modernization | 01/31/16 | 1 |
| 314 | 299168 | 529 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 |
| 314 | 299169 | 529 N. LAMB BLVD # 7 | Comprehensive Modernization | | 1 |
| 314 | 299170 | 529 N. LAMB BLVD # 8 | Comprehensive Modernization | | 1 |
| 314 | 299171 | 531 N. LAMB BLVD # 1 | Comprehensive Modernization | | 1 |
| 314 | 299172 | 531 N. LAMB BLVD # 2 | Comprehensive Modernization | 01/31/16 | 1 |
| 314 | 299173 | 531 N. LAMB BLVD # 3 | Comprehensive Modernization | | 1 |

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| | | | | | | |
|-----|--------|----------------------|-----------------------------|----------|------------|---|
| 314 | 299174 | 531 N. LAMB BLVD # 4 | Comprehensive Modernization | 01/31/16 | 1 | |
| 314 | 299175 | 531 N. LAMB BLVD # 5 | Comprehensive Modernization | | 1 | |
| 314 | 299176 | 531 N. LAMB BLVD # 6 | Comprehensive Modernization | | 1 | |
| 314 | 299177 | 531 N. LAMB BLVD # 7 | Comprehensive Modernization | | 1 | |
| 314 | 299178 | 531 N. LAMB BLVD # 8 | Comprehensive Modernization | | 1 | |
| 314 | 299179 | 531 N. LAMB BLVD # 9 | Comprehensive Modernization | | 1 | |
| 314 | 299180 | 533 N. LAMB BLVD # 1 | Comprehensive Modernization | | 12/31/15 | 1 |
| 314 | 299181 | 533 N. LAMB BLVD # 2 | Comprehensive Modernization | | | 1 |
| 314 | 299182 | 533 N. LAMB BLVD # 3 | Comprehensive Modernization | | | 1 |
| 314 | 299183 | 533 N. LAMB BLVD # 4 | Comprehensive Modernization | 1 | | |
| 314 | 299184 | 533 N. LAMB BLVD # 5 | Comprehensive Modernization | 1 | | |
| 314 | 299185 | 533 N. LAMB BLVD # 6 | Comprehensive Modernization | 1 | | |
| 314 | 299186 | 533 N. LAMB BLVD # 7 | Comprehensive Modernization | 1 | | |
| 314 | 299187 | 533 N. LAMB BLVD # 8 | Comprehensive Modernization | 1 | | |
| 314 | 299188 | 533 N. LAMB BLVD # 9 | Comprehensive Modernization | 1 | | |
| | | | | | 112 | |

| AMP No | Unit Number | Unit Address | Scope of Work | Estimated Completion | Count |
|--|-------------|--------------------|-----------------------------|----------------------|-------|
| Vera Johnson A: A/E Contract to be presented at the December 2014 Board Meeting. CompMod it is anticipated to be completed in Phases. Estimated Contractor approval at the September 2015 Board Meeting. Estimated NTP for Phase I & Phase II (32 Units) September 2015, Phase III (24 Units) and Phase IV (20 Units) April 2017. A/E Design completed in 2015. SNRHA proceeding with a 9% Tax Credit application May 2016 to assist with the financing of the construction and will be disposing the property through a Mixed Finance process. Estimated timeframe 2016-2018 | | | | | |
| 313 | 222001 | 1200 E HARRIS # 1 | Comprehensive Modernization | 04/31/16 05/25/17 | 1 |
| 313 | 222002 | 1200 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222003 | 1210 E HARRIS # 1 | Comprehensive Modernization | | 1 |
| 313 | 222004 | 1210 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222005 | 1220 E HARRIS # 1 | Comprehensive Modernization | | 1 |
| 313 | 222006 | 1220 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222007 | 1300 E HARRIS # 1 | Comprehensive Modernization | | 1 |
| 313 | 222008 | 1300 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222009 | 1300 E HARRIS # 3 | Comprehensive Modernization | | 1 |
| 313 | 222010 | 1300 E HARRIS # 4 | Comprehensive Modernization | | 1 |
| 313 | 222011 | 1300 E HARRIS # 5 | Comprehensive Modernization | | 1 |
| 313 | 222012 | 1300 E HARRIS # 6 | Comprehensive Modernization | | 1 |
| 313 | 222013 | 1300 E HARRIS # 7 | Comprehensive Modernization | | 1 |
| 313 | 222014 | 1300 E HARRIS # 8 | Comprehensive Modernization | | 1 |
| 313 | 222015 | 1300 E HARRIS # 9 | Comprehensive Modernization | | 1 |
| 313 | 222016 | 1300 E HARRIS # 10 | Comprehensive Modernization | | 1 |
| 313 | 222017 | 1310 E HARRIS # 1 | Comprehensive Modernization | | 1 |
| 313 | 222018 | 1310 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222019 | 1310 E HARRIS # 3 | Comprehensive Modernization | | 1 |
| 313 | 222020 | 1310 E HARRIS # 4 | Comprehensive Modernization | | 1 |
| 313 | 222021 | 1310 E HARRIS # 5 | Comprehensive Modernization | | 1 |
| 313 | 222022 | 1310 E HARRIS # 6 | Comprehensive Modernization | | 1 |
| 313 | 222023 | 1310 E HARRIS # 7 | Comprehensive Modernization | | 1 |

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|-----|--------|--------------------|-----------------------------|----------------------|---|
| 313 | 222024 | 1310 E HARRIS # 8 | Comprehensive Modernization | | 1 |
| 313 | 222025 | 1310 E HARRIS # 9 | Comprehensive Modernization | | 1 |
| 313 | 222026 | 1310 E HARRIS # 10 | Comprehensive Modernization | | 1 |
| 313 | 222027 | 1400 E HARRIS # 1 | Comprehensive Modernization | | 1 |
| 313 | 222028 | 1400 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222029 | 1400 E HARRIS # 3 | Comprehensive Modernization | | 1 |
| 313 | 222030 | 1400 E HARRIS # 4 | Comprehensive Modernization | | 1 |
| 313 | 222031 | 1400 E HARRIS # 5 | Comprehensive Modernization | | 1 |
| 313 | 222032 | 1400 E HARRIS # 6 | Comprehensive Modernization | | 1 |
| 313 | 222033 | 1400 E HARRIS # 7 | Comprehensive Modernization | | 1 |
| 313 | 222034 | 1400 E HARRIS # 8 | Comprehensive Modernization | | 1 |
| 313 | 222035 | 1400 E HARRIS # 9 | Comprehensive Modernization | | 1 |
| 313 | 222036 | 1400 E HARRIS # 10 | Comprehensive Modernization | | 1 |
| 313 | 222037 | 1420 E HARRIS # 1 | Comprehensive Modernization | | 1 |
| 313 | 222038 | 1420 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222039 | 1420 E HARRIS # 3 | Comprehensive Modernization | | 1 |
| 313 | 222040 | 1420 E HARRIS # 4 | Comprehensive Modernization | | 1 |
| 313 | 222041 | 1420 E HARRIS # 5 | Comprehensive Modernization | 09/31/16 | 1 |
| 313 | 222042 | 1420 E HARRIS # 6 | Comprehensive Modernization | 09/31/17 | 1 |
| 313 | 222043 | 1420 E HARRIS # 7 | Comprehensive Modernization | | 1 |
| 313 | 222044 | 1420 E HARRIS # 8 | Comprehensive Modernization | | 1 |
| 313 | 222045 | 1420 E HARRIS # 9 | Comprehensive Modernization | | 1 |
| 313 | 222046 | 1420 E HARRIS # 10 | Comprehensive Modernization | | 1 |
| 313 | 222047 | 1500 E HARRIS # 1 | Comprehensive Modernization | | 1 |
| 313 | 222048 | 1500 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222049 | 1500 E HARRIS # 3 | Comprehensive Modernization | | 1 |
| 313 | 222050 | 1500 E HARRIS # 4 | Comprehensive Modernization | | 1 |
| 313 | 222051 | 1500 E HARRIS # 5 | Comprehensive Modernization | | 1 |
| 313 | 222052 | 1500 E HARRIS # 6 | Comprehensive Modernization | | 1 |
| 313 | 222053 | 1500 E HARRIS # 7 | Comprehensive Modernization | | 1 |
| 313 | 222054 | 1500 E HARRIS # 8 | Comprehensive Modernization | | 1 |
| 313 | 222055 | 1500 E HARRIS # 9 | Comprehensive Modernization | | 1 |
| 313 | 222056 | 1500 E HARRIS # 10 | Comprehensive Modernization | | 1 |
| 313 | 222057 | 1600 E HARRIS # 1 | Comprehensive Modernization | | 1 |
| 313 | 222058 | 1600 E HARRIS # 2 | Comprehensive Modernization | | 1 |
| 313 | 222059 | 1600 E HARRIS # 3 | Comprehensive Modernization | | 1 |
| 313 | 222060 | 1600 E HARRIS # 4 | Comprehensive Modernization | 08/31/17 01/11/18 | 1 |
| 313 | 222061 | 1600 E HARRIS # 5 | Comprehensive Modernization | | 1 |
| 313 | 222062 | 1600 E HARRIS # 6 | Comprehensive Modernization | | 1 |
| 313 | 222063 | 1600 E HARRIS # 7 | Comprehensive Modernization | | 1 |
| 313 | 222064 | 1600 E HARRIS # 8 | Comprehensive Modernization | | 1 |
| 313 | 222065 | 1600 E HARRIS # 9 | Comprehensive Modernization | 08/31/17 01/11/18 | 1 |
| 313 | 222066 | 1600 E HARRIS # 10 | Comprehensive Modernization | | 1 |

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|-----|--------|--------------------|-----------------------------|-----------|
| 313 | 222067 | 1610 E HARRIS # 1 | Comprehensive Modernization | 1 |
| 313 | 222068 | 1610 E HARRIS # 2 | Comprehensive Modernization | 1 |
| 313 | 222069 | 1610 E HARRIS # 3 | Comprehensive Modernization | 1 |
| 313 | 222070 | 1610 E HARRIS # 4 | Comprehensive Modernization | 1 |
| 313 | 222071 | 1610 E HARRIS # 5 | Comprehensive Modernization | 1 |
| 313 | 222072 | 1610 E HARRIS # 6 | Comprehensive Modernization | 1 |
| 313 | 222073 | 1610 E HARRIS # 7 | Comprehensive Modernization | 1 |
| 313 | 222074 | 1610 E HARRIS # 8 | Comprehensive Modernization | 1 |
| 313 | 222075 | 1610 E HARRIS # 9 | Comprehensive Modernization | 1 |
| 313 | 222076 | 1610 E HARRIS # 10 | Comprehensive Modernization | 1 |
| | | | | 76 |

| AMP | Unit | Unit Address | Scope Of work | Estimated Completion | Count |
|--|--------|----------------------|---------------------------|----------------------|-------|
| SCATTERED SITE UNITS - A/E & Energy Consultants Contracts will be required. Work to be completed in phases and as permitted by funding. | | | | | |
| 319 | 00200F | 200 FULLERTON AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00212F | 212 FULLERTON AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00220F | 220 FULLERTON AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00234F | 234 FULLERTON AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00235C | 235 CONCHO DR | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00247F | 247 FULLERTON AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00248W | 248 WINONA CT | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00251W | 251 WINONA DR | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00369M | 369 MANZANITA STREET | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00408D | 408 DAFFODIL DR | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00424D | 424 DAFFODIL DR | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00428B | 428 BOTTLE BRUSH WAY | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00447B | 447 BELL AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00450C | 450 CRESTWAY RD | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00452C | 452 CRESTWAY RD | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00467B | 467 BELL AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00501B | 501 BASTANCHURY AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00508D | 508 DUTCHMAN AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00518H | 518 HOLICK AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00525B | 525 BARRET | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00529Z | 529 ZUBER AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00531H | 531 HOLICK AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00533H | 533 HOLICK AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00536V | 536 VAN DORNUM | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00548R | 548 ROLLY STREET | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00549E | 549 ENGEL AVE | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 00937M | 937 MAJOR | Modernization/Energy Upg. | 2030 | 1 |

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|-----|--------|----------------------|---------------------------|------|-----------|
| 319 | 01003D | 1003 DRIFTWOOD CT | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01003W | 1003 WOODSIDE CT | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01006B | 1006 BROOKSIDE CT | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01015T | 1015 TIMBERLINE CT | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01449P | 1449 PRICE STREET | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01453P | 1453 PRICE STREET | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01601C | 1601 CHESTNUT STREET | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01713C | 1713 CHESTNUT STREET | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01728C | 1728 CARITA | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01833M | 1833 MARGARITA | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01931R | 1931 RED SAND CT | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01940D | 1940 DUNNAM STREET | Modernization/Energy Upg. | 2030 | 1 |
| 319 | 01941D | 1941 DUNNAM STREET | Modernization/Energy Upg. | 2030 | 1 |
| | | | | | 40 |
| | | | | | |
| 318 | 00049P | 49 PARRISH | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 00066P | 66 PARRISH | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 00138P | 138 PARRISH | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 00436L | 436 LINN LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 00489B | 489 BATTLE MOUNTAIN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 00732B | 732 BETTY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01173C | 1173 CHRISTY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01253E | 1253 EBBETTS PASS | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01288C | 1288 CHRISTY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01320P | 1320 PLEASANT BROOK | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01325N | 1325 NAY COURT | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01373B | 1373 BRADHURST | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01388C | 1388 CHRISTY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01488C | 1488 CHRISTY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01502M | 1502 MAPLE LEAF | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01527C | 1527 CHRISTY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01608S | 1608 STARRIDGE WAY | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01678S | 1678 STARRIDGE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01687C | 1687 CHRISTY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01688L | 1688 LABRADOR DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01831S | 1831 SKYWOOD | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01838V | 1838 VENALYNNE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01868W | 1868 WINTERWOOD | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01877C | 1877 CORVETTE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01881C | 1881 CORVETTE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01901T | 1901 TURTLE ROCK ST | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01910C | 1910 CITROEN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 01933S | 1933 SPINDRIFT CT | Modernization/Energy Upg. | 2030 | 1 |

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|-----|--------|----------------------|---------------------------|------|---|
| 318 | 01956P | 1956 PASADENA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02091B | 2091 BOWSTRING DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02253S | 2253 SIERRA SUNRISE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02262S | 2262 SABROSO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02289S | 2289 SIERRA SUNRISE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02296S | 2296 SIERRA SUNRISE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02334S | 2334 SABROSO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02339S | 2339 SABROSO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02363S | 2363 SABROSO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02429P | 2429 PINE CREEK | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02459P | 2459 PINE CREEK | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02551O | 2551 OAK GLEN WAY | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02580O | 2580 OAK GLEN WAY | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02751S | 2751 SANDY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02823P | 2823 PISCES | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 02860B | 2860 BEACONFALLS | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03250R | 3250 RIO GRANDE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03620W | 3620 WALNUT | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03624S | 3624 SAN FRANCISCO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03624W | 3624 WHISPERING NTV | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03651B | 3651 BRIARCLIFF | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03664L | 3664 LONE OAK | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03680N | 3680 NEW HORIZON | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03744B | 3744 BRIARCLIFF | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03754B | 3754 BRIARCLIFF | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03761G | 3761 GEIST | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03780K | 3780 KELLOGG | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03828K | 3828 KELLOGG | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03874J | 3874 JONTUE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03876K | 3876 KELLOGG | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03877K | 3877 KELLOGG | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03884L | 3884 LINCOLN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03896T | 3896 TATIANA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03908T | 3908 TATIANA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03909J | 3909 JONTUE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03915J | 3915 JONTUE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03926S | 3926 STEINBECK | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03934J | 3934 JONTUE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03950W | 3950 WOODSIDE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03951L | 3951 LINCOLN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03964W | 3964 WHITEHORSE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03974B | 3974 BADILLO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 03987G | 3987 GULLIVER | Modernization/Energy Upg. | 2030 | 1 |

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|-----|--------|----------------------|---------------------------|------|---|
| 318 | 03992L | 3992 LINCOLN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04041B | 4041 BRIGHT STAR | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04089S | 4089 STUDIO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04149S | 4149 STUDIO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04187B | 4187 BORATKO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04190S | 4190 STUDIO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04201C | 4201 CALIMESA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04230S | 4230 STUDIO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04237B | 4237 BORATKO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04249W | 4249 WENDY LANE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04251C | 4251 CALIMESA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04254T | 4254 TOLKIEN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04270S | 4270 STUDIO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04282P | 4282 PARAMOUNT | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04292P | 4292 PARAMOUNT | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04336F | 4336 FABERGE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04343F | 4343 FABERGE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04347B | 4347 BORATKO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04372S | 4372 SHALIMAR | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04399W | 4399 WENDY | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04409F | 4409 FABERGE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04427F | 4427 FAIRMONT CIRCLE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04439M | 4439 MICHIGAN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04469F | 4469 FABERGE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04469M | 4469 MICHIGAN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04496P | 4496 PUREZA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04658A | 4658 ALEXANDER | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04673B | 4673 BUMBLEBEE CIR | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 04747I | 4747 IMPERIAL | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05225S | 5225 SANDSTONE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05241G | 5241 GAINSMILL ST | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05260B | 5260 BLOSSOM | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05307W | 5307 WELLESLEY | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05308P | 5308 PLAINVIEW | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05330P | 5330 PLAINFIELD | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05347S | 5347 SIGNET CT | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05360S | 5360 SIGNET CT. | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05365S | 5365 SIGNET COURT | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05421E | 5421 EASTBROOK | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05423P | 5423 POMEROY CIRCLE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05459R | 5459 REQUA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05469E | 5469 EASTBROOK | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05503W | 5503 WHITE CAP | Modernization/Energy Upg. | 2030 | 1 |

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|-----|--------|------------------------|---------------------------|------|------------|
| 318 | 05526B | 5526 BLUE SEA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05545W | 5545 WHITE CAP | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05606B | 5606 BIG SEA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05607B | 5607 BIG SEA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05611B | 5611 BIG SEA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05632G | 5632 GAZEBO WAY | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05661O | 5661 ODESSA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05671W | 5671 WHITE CAP | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05714B | 5714 BALLINGER | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05721O | 5721 ODESSA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05723F | 5723 FORSYTHE DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05750B | 5750 BLUE SEA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05756B | 5756 BLUE SEA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 05819E | 5819 EMERALD CANYON | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06360P | 6360 PINE HILL ST | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06368P | 6368 PINEHILL | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06380P | 6380 PINEHILL | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06382D | 6382 DALLASWOOD LN | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06752T | 6752 TIFFOLLO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06777A | 6777 ARROYO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06781L | 6781 LA RONDA | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06871J | 6871 JUDSON AVE. | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 06880A | 6880 ARROYO | Modernization/Energy Upg. | 2030 | 1 |
| 318 | 07325V | 7325 VIREO DR | Modernization/Energy Upg. | 2030 | 1 |
| | | | | | 138 |
| 310 | 226005 | 3933 NEW HOPE WAY | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226006 | 2933 BRADY AV | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226010 | 4449 COOL VALLY DR | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226011 | 2624 DEMETRIUS AVE | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226014 | 17 MINNESOTA STREET | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226015 | 1532 ARTHUR AV | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226017 | 3624 PARK OLIVER DR | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226018 | 4044 LA BREA CT | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226024 | 1001 NEWPORT ST | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226025 | 47 NORTH SANDHILL ROAD | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226028 | 59 NORTH SANDHILL ROAD | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226032 | 583 REEF DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226033 | 1128 NASSAU DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226037 | 701 NORTH 22ND STREET | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226041 | 917 NORTH 22ND STREET | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 226042 | 2000 WENDELL AVE | Modernization/Energy Upg. | 2030 | 1 |
| | | | | | 16 |

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|-----|--------|----------------------|---------------------------|------|-----------|
| | | | | | |
| 310 | 230004 | 1433 PATRIOT | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230005 | 3625 BROOKDALE | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230007 | 121 DAISSETTA | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230009 | 3629 PARK OLIVER | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230011 | 221 BEECHGATE | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230012 | 3601 SEQUOIA | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230013 | 908 SCARLETT RIDGE | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230015 | 221 OAKFORD | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230017 | 6724 SHEFFIELD | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230023 | 732 LINCOLN | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230025 | 4617 CURDSEN | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230026 | 6617 GAZELLE | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 230027 | 1705 AMBOY | Modernization/Energy Upg. | 2030 | 1 |
| | | | | | 13 |
| | | | | | |
| 310 | 232001 | 551 BAY BERRY | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232002 | 4109 HARRIS | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232004 | 6636 ESCALON | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232006 | 4805 LANCEWOOD | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232007 | 4737 CONCORD VILLAGE | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232008 | 4613 BRISTOL MANOR | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232009 | 7005 CORNFLOWER | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232013 | 2348 BRISTOL BRUSH | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232015 | 736 TAFT | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232016 | 6712 WENATCHEE DR | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232017 | 7924 FANCIFUL | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232019 | 1929 RIDGEFIELD | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232020 | 4204 TIMPANI DR | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232022 | 1840 RIDGEFIELD | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232023 | 507 PRESCOTT | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232026 | 1105 PARLIAMENT | Modernization/Energy Upg. | 2030 | 1 |
| 310 | 232028 | 6541 MIRAGRANDE | Modernization/Energy Upg. | 2030 | 1 |
| | | | | | 17 |
| | | | | | |
| 311 | 246001 | 2309 BRISTOL VIEW | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246002 | 1020 BIRD SPRINGS | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246003 | 7133 LARKVALE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246004 | 3213 TERRA BELLA | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246005 | 1232 SILVER PROSPECT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246006 | 505 LIGHT BEAM | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246007 | 736 LINCOLN | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246008 | 7289 GOLDEN STAR | Modernization/Energy Upg. | 2030 | 1 |

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| | | | | | |
|-----|--------|---------------------------|---------------------------|------|---|
| 311 | 246009 | 3809 VALLEY FORGE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246010 | 9313 CHILLY POND | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246011 | 409 TOBLER | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246012 | 4116 HAZELRIDGE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246013 | 4832 MONTEBELLO | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246014 | 4128 COMPASS ROSE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246015 | 2328 BRISTOL BRUSH | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246016 | 1445 LILAC BREEZE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246017 | 6512 RAIN FOREST | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246018 | 9144 GREEN FROST DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246019 | 5517 TINCUP DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246020 | 2245 FLORISSANT DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246021 | 5321 LAMBROOK DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246022 | 6724 CHEHALIS CIRCLE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246023 | 4216 ESTABAN CT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246024 | 7624 VELVET CANYON | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246025 | 1913 HARVEST DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246026 | 6545 LEMITAR DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246027 | 3217 POINT LOBOS DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246028 | 8244 WILLETA AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246029 | 9124 BUCKSPRINGS DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246030 | 501 LIGHT BEAM | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246031 | 2304 BRISTOL BRUSH WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246032 | 2808 WHISTLING VINE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246033 | 7937 COPPER CANYON ROAD | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246034 | 7433 SAYBROOK POINT DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246035 | 8352 COVE LANDING | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246036 | 8100 SICKLE LANE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246037 | 917 ROCKAWAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246038 | 9149 SPARKLEWOOD COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246039 | 1233 SILVER PROSPECT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246040 | 529 CROFT WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246041 | 4145 COMPASS ROSE WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246042 | 732 TAFT COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246043 | 3209 TERRA BELLA | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246044 | 9178 JEWEL CRYSTAL COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246045 | 6320 COPPER FIELD | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246046 | 109 LUCY THOMPSON | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246047 | 709 MARIE FENLON DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246048 | 3229 POINT LOBOS DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246049 | 4241 TIMPANI DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246050 | 6309 GREYHAWK AVENUE | Modernization/Energy Upg. | 2030 | 1 |

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| | | | | | |
|-----|--------|---------------------------|---------------------------|------|---|
| 311 | 246051 | 5517 LIVERPOOL | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246052 | 7412 LATTIMORE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246053 | 4037 HAZELRIDGE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246054 | 6225 BURNT HILLS DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246055 | 4116 BROWNDDEER | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246056 | 4120 HAZELRIDGE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246057 | 6517 CAPRICORN | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246058 | 2328 REDDON CIRCLE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246059 | 1721 VILLA VISTA WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246060 | 9305 Dancing Daffodil | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246061 | 4540 ARROWROOT AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246062 | 1313 LUCIA DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246063 | 4009 BROADRIVER | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246064 | 6329 CARMEN BLVD | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246065 | 2213 WILHELMINA | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246066 | 8249 WILLETA AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246067 | 8004 MOUNT ROYAL COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246068 | 4233 TIMPANI DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246069 | 1437 BLUSHING BRIDE ST | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246070 | 4056 HAZELRIDGE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246071 | 416 SARAJANE LANE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246072 | 628 THRUSH DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246073 | 9161 SPARKLEWOOD | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246074 | 7504 CRYSTAL ISLE WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246075 | 7209 LONESOME CIRCLE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246076 | 3512 GOLDEN PEDAL | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246077 | 6596 SOCORRO DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246078 | 1828 NAVAJO LAKE WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246079 | 2713 COFFEE POT COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246080 | 6708 PAINTED CANYON COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246081 | 1833 VILLA VISTA WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246082 | 5428 KETTERING PLACE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246083 | 2820 WHISTLING VINES | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246084 | 6368 CANYON DAWN | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246085 | 449 WARMSIDE DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246086 | 4016 COMPASS ROSE WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246087 | 2809 WINDSTORM AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246088 | 8332 SAN GRAIL CT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246089 | 7417 SAYBROOK POINT DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246090 | 6700 SHEFFIELD | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246091 | 3901 PROCLAMATION PLACE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246092 | 3328 HYANNIS CIR | Modernization/Energy Upg. | 2030 | 1 |

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|-----|--------|---------------------------|---------------------------|------|---|
| 311 | 246093 | 1305 LITTLE DIPPER ST | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246094 | 6336 GREYHAWK AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246095 | 6604 LEMITAR | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246097 | 1300 SunPoint Drive | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246098 | 7748 BROTHERS BAY CT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246099 | 1880 ANN GRETA DR | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246100 | 6912 DELOREAN CIRCLE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246101 | 6376 VIOLET BLOSSOM DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246102 | 4404 NARIT DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246103 | 6825 SHEFFIELD DR | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246104 | 7717 PARAKEET AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246105 | 6253 SPANISH MOSS | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246106 | 208 COCONUT GROVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246107 | 8440 STAPLETON AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246108 | 7820 TOMICH AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246109 | 3429 Trilogy Dr | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246110 | 1344 WHEATLAND WY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246111 | 7000 CORNFLOWER DR | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246112 | 1125 CORAL ISLE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246113 | 1961 COSTELLO | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246114 | 8200 Carmen | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246115 | 7708 VELVET CANYON AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246116 | 9304 JUMPIN JUNIPER AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246117 | 9352 RED ROSE AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246118 | 907 VANTAGE POINT ROAD | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246119 | 6732 THEUS CIRCLE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246120 | 6936 MANISTEE COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246121 | 1708 Golden Sky Drive | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246122 | 3405 MISTY EVENING STREET | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246123 | 6609 OUIDA WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246124 | 5505 LIVERPOOL | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246125 | 4132 GLENFIELD CIRCLE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246126 | 6532 Wild River | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246127 | 6217 Caprino Avenue | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246128 | 6644 Messenger | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246129 | 7137 Village Shore | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246130 | 7124 Desert Clover | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246131 | 9513 Sweet Sage Avenue | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246132 | 4433 MOSSY ROCK COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246133 | 1408 DRESDEN DOLL | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246134 | 6741 BREMERTON CR | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246135 | 4116 Talavera Court | Modernization/Energy Upg. | 2030 | 1 |

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|-----|--------|-------------------------------|---------------------------|------|------------|
| 311 | 246136 | 4124 TALAVERA COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246137 | 5521 CLEARY COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246138 | 2020 JADE HILLS COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246139 | 6220 LA MADRE WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246140 | 1201 RAINBOW MEADOWS DRIV | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246141 | 5320 RANCHER AVENUE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246142 | 9512 Fox Forest Ave | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246143 | 532 RIVER BED STREET | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246144 | 5101 YELLOW DAWN | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246145 | 6568 SWEETZER WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246146 | 7005 BALLROOM COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246147 | 5708 ROYAL CASTLE LANE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246148 | 7257 CREST PEAK AVENUE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246149 | 5701 GRAND ENTRIES DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246150 | 8524 LAST POINT AVENUE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246151 | 6600 WOODSWORTH AVENUE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246152 | 8133 HYDRA LANE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246153 | 6653 PROSPECT CLAIM COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246154 | 4521 Soda Ash Ave | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246155 | 4572 MORNING JEWEL AVENUE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 246156 | 1236 LUCKY GOLD COURT | Modernization/Energy Upg. | 2030 | 1 |
| | | | | | 155 |
| 311 | 247001 | 2712 RISING LEGEND WAY | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 247002 | 2349 HEATHER MEADOWS COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 247003 | 1425 HELEN BELLE DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 247004 | 740 CONCRETE COURT | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 247005 | 4801 LINKWOOD DRIVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 247006 | 4568 ROSS AVE | Modernization/Energy Upg. | 2030 | 1 |
| 311 | 247007 | 4420 BRISTOL MANOR DR | Modernization/Energy Upg. | 2030 | 1 |
| | | | | | 7 |
| | | | | | 386 |

| AMP No. | Unit Number | Unit Address | Scope of Work | Estimated Completion | Count |
|--|-------------|---------------------|-----------------------------|----------------------|-------|
| Biegger Estates - Rental Assistance Demonstration (RAD) Program application or Mixed Finance application to be submitted 2015. Anticipated approval 2015. Estimated Construction NTP Date: 2016. Anticipated Completion: 2017 | | | | | |
| 406 | 00BE1A | 5701 MISSOURI # 1-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE1B | 5701 MISSOURI # 1-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE1C | 5701 MISSOURI # 1-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE1D | 5701 MISSOURI # 1-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE2A | 5701 MISSOURI # 2-A | Comprehensive Modernization | 2017 | 1 |

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|-----|--------|----------------------|-----------------------------|------|---|
| 406 | 00BE2B | 5701 MISSOURI # 2-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE2C | 5701 MISSOURI # 2-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE2D | 5701 MISSOURI # 2-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE3A | 5701 MISSOURI # 3-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE3B | 5701 MISSOURI # 3-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE3C | 5701 MISSOURI # 3-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE3D | 5701 MISSOURI # 3-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE4A | 5701 MISSOURI # 4-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE4B | 5701 MISSOURI # 4-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE4C | 5701 MISSOURI # 4-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE5A | 5701 MISSOURI # 5-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE5B | 5701 MISSOURI # 5-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE5C | 5701 MISSOURI # 5-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE5D | 5701 MISSOURI # 5-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE6A | 5701 MISSOURI # 6-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE6B | 5701 MISSOURI # 6-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE6C | 5701 MISSOURI # 6-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE6D | 5701 MISSOURI # 6-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE7A | 5701 MISSOURI # 7-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE7B | 5701 MISSOURI # 7-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE7C | 5701 MISSOURI # 7-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE7D | 5701 MISSOURI # 7-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE8A | 5701 MISSOURI # 8-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE8B | 5701 MISSOURI # 8-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE8C | 5701 MISSOURI # 8-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE9A | 5701 MISSOURI # 9-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE9B | 5701 MISSOURI # 9-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE9C | 5701 MISSOURI # 9-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 00BE9D | 5701 MISSOURI # 9-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE10A | 5701 MISSOURI # 10-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE10B | 5701 MISSOURI # 10-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE10C | 5701 MISSOURI # 10-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE10D | 5701 MISSOURI # 10-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE11A | 5701 MISSOURI # 11-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE11B | 5701 MISSOURI # 11-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE11C | 5701 MISSOURI # 11-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE11D | 5701 MISSOURI # 11-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE12A | 5701 MISSOURI # 12-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE12B | 5701 MISSOURI # 12-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE12C | 5701 MISSOURI # 12-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE12D | 5701 MISSOURI # 12-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE13A | 5701 MISSOURI # 13-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE13B | 5701 MISSOURI # 13-B | Comprehensive Modernization | 2017 | 1 |

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|-----|--------|----------------------|-----------------------------|------|---|
| 406 | OBE13C | 5701 MISSOURI # 13-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE14A | 5701 MISSOURI # 14-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE14B | 5701 MISSOURI # 14-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE14C | 5701 MISSOURI # 14-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE15A | 5701 MISSOURI # 15-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE15B | 5701 MISSOURI # 15-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE15C | 5701 MISSOURI # 15-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE15D | 5701 MISSOURI # 15-D | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE16A | 5701 MISSOURI # 16-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE16B | 5701 MISSOURI # 16-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE16C | 5701 MISSOURI # 16-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE16D | 5701 MISSOURI # 16-D | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE17A | 5701 MISSOURI # 17-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE17B | 5701 MISSOURI # 17-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE17C | 5701 MISSOURI # 17-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE18A | 5701 MISSOURI # 18-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE18B | 5701 MISSOURI # 18-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE18C | 5701 MISSOURI # 18-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE18D | 5701 MISSOURI # 18-D | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE19A | 5701 MISSOURI # 19-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE19B | 5701 MISSOURI # 19-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE19C | 5701 MISSOURI # 19-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE19D | 5701 MISSOURI # 19-D | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE20A | 5701 MISSOURI # 20-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE20B | 5701 MISSOURI # 20-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE20C | 5701 MISSOURI # 20-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE21A | 5701 MISSOURI # 21-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE21B | 5701 MISSOURI # 21-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE21C | 5701 MISSOURI # 21-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE22A | 5701 MISSOURI # 22-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE22B | 5701 MISSOURI # 22-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE22C | 5701 MISSOURI # 22-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE22D | 5701 MISSOURI # 22-D | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE23A | 5701 MISSOURI # 23-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE23B | 5701 MISSOURI # 23-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE23C | 5701 MISSOURI # 23-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE24A | 5701 MISSOURI # 24-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE24B | 5701 MISSOURI # 24-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE24C | 5701 MISSOURI # 24-C | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE24D | 5701 MISSOURI # 24-D | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE25A | 5701 MISSOURI # 25-A | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE25B | 5701 MISSOURI # 25-B | Comprehensive Modernization | 2017 | 1 |
| 406 | OBE25C | 5701 MISSOURI # 25-C | Comprehensive Modernization | 2017 | 1 |

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|-----|--------|----------------------|-----------------------------|------|------------|
| 406 | 0BE25D | 5701 MISSOURI # 25-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE26A | 5701 MISSOURI # 26-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE26B | 5701 MISSOURI # 26-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE27A | 5701 MISSOURI # 27-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE27B | 5701 MISSOURI # 27-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE27C | 5701 MISSOURI # 27-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE27D | 5701 MISSOURI # 27-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE28A | 5701 MISSOURI # 28-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE28B | 5701 MISSOURI # 28-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE28C | 5701 MISSOURI # 28-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE28D | 5701 MISSOURI # 28-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE29A | 5701 MISSOURI # 29-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE29B | 5701 MISSOURI # 29-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE29C | 5701 MISSOURI # 29-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE29D | 5701 MISSOURI # 29-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE30A | 5701 MISSOURI # 30-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE30B | 5701 MISSOURI # 30-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE30C | 5701 MISSOURI # 30-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE31A | 5701 MISSOURI # 31-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE31B | 5701 MISSOURI # 31-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE31C | 5701 MISSOURI # 31-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE32A | 5701 MISSOURI # 32-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE32B | 5701 MISSOURI # 32-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE32C | 5701 MISSOURI # 32-C | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE32D | 5701 MISSOURI # 32-D | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE33A | 5701 MISSOURI # 33-A | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE33B | 5701 MISSOURI # 33-B | Comprehensive Modernization | 2017 | 1 |
| 406 | 0BE33C | 5701 MISSOURI # 33-C | Comprehensive Modernization | 2017 | 1 |
| | | | | | 119 |

| AMP No. | Unit Number | Unit Address | Scope of Work | Estimated Completion | Count |
|---|-------------|--------------------|---------------|----------------------|-------|
| Rose Gardens - Rental Assistance Demonstration (RAD) Program application or Mixed Finance application to be submitted 2015. Anticipated approval 2015. Estimated Construction NTP Date: 2016. Anticipated Completion: 2017 | | | | | |
| 403 | 730101 | 1632 YALE ST # 101 | Redevelopment | 2017 | 1 |
| 403 | 730102 | 1632 YALE ST # 102 | Redevelopment | 2017 | 1 |
| 403 | 730103 | 1632 YALE ST # 103 | Redevelopment | 2017 | 1 |
| 403 | 730104 | 1632 YALE ST # 104 | Redevelopment | 2017 | 1 |
| 403 | 730105 | 1632 YALE ST # 105 | Redevelopment | 2017 | 1 |
| 403 | 730106 | 1632 YALE ST # 106 | Redevelopment | 2017 | 1 |
| 403 | 730107 | 1632 YALE ST # 107 | Redevelopment | 2017 | 1 |
| 403 | 730108 | 1632 YALE ST # 108 | Redevelopment | 2017 | 1 |
| 403 | 730109 | 1632 YALE ST # 109 | Redevelopment | 2017 | 1 |

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|-----|--------|--------------------|---------------|------|---|
| 403 | 730110 | 1632 YALE ST # 110 | Redevelopment | 2017 | 1 |
| 403 | 730111 | 1632 YALE ST # 111 | Redevelopment | 2017 | 1 |
| 403 | 730112 | 1632 YALE ST #112 | Redevelopment | 2017 | 1 |
| 403 | 730113 | 1632 YALE ST #113 | Redevelopment | 2017 | 1 |
| 403 | 730114 | 1632 YALE ST #114 | Redevelopment | 2017 | 1 |
| 403 | 730115 | 1632 YALE ST # 115 | Redevelopment | 2017 | 1 |
| 403 | 730116 | 1632 YALE ST # 116 | Redevelopment | 2017 | 1 |
| 403 | 730117 | 1632 YALE ST # 117 | Redevelopment | 2017 | 1 |
| 403 | 730118 | 1632 YALE ST # 118 | Redevelopment | 2017 | 1 |
| 403 | 730119 | 1632 YALE ST # 119 | Redevelopment | 2017 | 1 |
| 403 | 730120 | 1632 YALE ST # 120 | Redevelopment | 2017 | 1 |
| 403 | 730121 | 1632 YALE ST # 121 | Redevelopment | 2017 | 1 |
| 403 | 730122 | 1632 YALE ST # 122 | Redevelopment | 2017 | 1 |
| 403 | 730123 | 1632 YALE ST # 123 | Redevelopment | 2017 | 1 |
| 403 | 730124 | 1632 YALE ST # 124 | Redevelopment | 2017 | 1 |
| 403 | 730125 | 1632 YALE ST # 125 | Redevelopment | 2017 | 1 |
| 403 | 730126 | 1632 YALE ST # 126 | Redevelopment | 2017 | 1 |
| 403 | 730127 | 1632 YALE ST # 127 | Redevelopment | 2017 | 1 |
| 403 | 730128 | 1632 YALE ST # 128 | Redevelopment | 2017 | 1 |
| 403 | 730129 | 1632 YALE ST # 129 | Redevelopment | 2017 | 1 |
| 403 | 730130 | 1632 YALE ST # 130 | Redevelopment | 2017 | 1 |
| 403 | 730131 | 1632 YALE ST # 131 | Redevelopment | 2017 | 1 |
| 403 | 730132 | 1632 YALE ST # 132 | Redevelopment | 2017 | 1 |
| 403 | 730133 | 1632 YALE ST # 133 | Redevelopment | 2017 | 1 |
| 403 | 730134 | 1632 YALE ST# 134 | Redevelopment | 2017 | 1 |
| 403 | 730135 | 1632 YALE ST # 135 | Redevelopment | 2017 | 1 |
| 403 | 730136 | 1632 YALE ST #136 | Redevelopment | 2017 | 1 |
| 403 | 730137 | 1632 YALE ST # 137 | Redevelopment | 2017 | 1 |
| 403 | 730138 | 1632 YALE ST # 138 | Redevelopment | 2017 | 1 |
| 403 | 730139 | 1632 YALE ST # 139 | Redevelopment | 2017 | 1 |
| 403 | 730140 | 1632 YALE ST # 140 | Redevelopment | 2017 | 1 |
| 403 | 730201 | 1632 YALE ST # 201 | Redevelopment | 2017 | 1 |
| 403 | 730202 | 1632 YALE ST # 202 | Redevelopment | 2017 | 1 |
| 403 | 730203 | 1632 YALE ST # 203 | Redevelopment | 2017 | 1 |
| 403 | 730204 | 1632 YALE ST # 204 | Redevelopment | 2017 | 1 |
| 403 | 730205 | 1632 YALE ST # 205 | Redevelopment | 2017 | 1 |
| 403 | 730206 | 1632 YALE ST # 206 | Redevelopment | 2017 | 1 |
| 403 | 730207 | 1632 YALE ST # 207 | Redevelopment | 2017 | 1 |
| 403 | 730208 | 1632 YALE ST # 208 | Redevelopment | 2017 | 1 |
| 403 | 730209 | 1632 YALE ST # 209 | Redevelopment | 2017 | 1 |
| 403 | 730210 | 1632 YALE ST # 210 | Redevelopment | 2017 | 1 |
| 403 | 730211 | 1632 YALE ST # 211 | Redevelopment | 2017 | 1 |
| 403 | 730212 | 1632 YALE ST # 212 | Redevelopment | 2017 | 1 |

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|-----|--------|--------------------|---------------|------|---|
| 403 | 730213 | 1632 YALE ST # 213 | Redevelopment | 2017 | 1 |
| 403 | 730214 | 1632 YALE ST # 214 | Redevelopment | 2017 | 1 |
| 403 | 730215 | 1632 YALE ST # 215 | Redevelopment | 2017 | 1 |
| 403 | 730216 | 1632 YALE ST # 216 | Redevelopment | 2017 | 1 |
| 403 | 730217 | 1632 YALE ST # 217 | Redevelopment | 2017 | 1 |
| 403 | 730218 | 1632 YALE ST # 218 | Redevelopment | 2017 | 1 |
| 403 | 730219 | 1632 YALE ST # 219 | Redevelopment | 2017 | 1 |
| 403 | 730220 | 1632 YALE ST # 220 | Redevelopment | 2017 | 1 |
| 403 | 730221 | 1632 YALE ST # 221 | Redevelopment | 2017 | 1 |
| 403 | 730222 | 1632 YALE ST # 222 | Redevelopment | 2017 | 1 |
| 403 | 730223 | 1632 YALE ST # 223 | Redevelopment | 2017 | 1 |
| 403 | 730224 | 1632 YALE ST # 224 | Redevelopment | 2017 | 1 |
| 403 | 730225 | 1632 YALE ST # 225 | Redevelopment | 2017 | 1 |
| 403 | 730226 | 1632 YALE ST # 226 | Redevelopment | 2017 | 1 |
| 403 | 730227 | 1632 YALE ST # 227 | Redevelopment | 2017 | 1 |
| 403 | 730228 | 1632 YALE ST # 228 | Redevelopment | 2017 | 1 |
| 403 | 730229 | 1632 YALE ST # 229 | Redevelopment | 2017 | 1 |
| 403 | 730230 | 1632 YALE ST # 230 | Redevelopment | 2017 | 1 |
| 403 | 730231 | 1632 YALE ST # 231 | Redevelopment | 2017 | 1 |
| 403 | 730232 | 1632 YALE ST # 232 | Redevelopment | 2017 | 1 |
| 403 | 730233 | 1632 YALE ST # 233 | Redevelopment | 2017 | 1 |
| 403 | 730234 | 1632 YALE ST# 234 | Redevelopment | 2017 | 1 |
| 403 | 730235 | 1632 YALE ST # 235 | Redevelopment | 2017 | 1 |
| 403 | 730236 | 1632 YALE ST # 236 | Redevelopment | 2017 | 1 |
| 403 | 730237 | 1632 YALE ST # 237 | Redevelopment | 2017 | 1 |
| 403 | 730238 | 1632 YALE ST # 238 | Redevelopment | 2017 | 1 |
| 403 | 730239 | 1632 YALE ST # 239 | Redevelopment | 2017 | 1 |
| 403 | 730240 | 1632 YALE ST # 240 | Redevelopment | 2017 | 1 |
| 403 | 730301 | 1632 YALE ST # 301 | Redevelopment | 2017 | 1 |
| 403 | 730302 | 1632 YALE ST # 302 | Redevelopment | 2017 | 1 |
| 403 | 730303 | 1632 YALE ST # 303 | Redevelopment | 2017 | 1 |
| 403 | 730304 | 1632 YALE ST # 304 | Redevelopment | 2017 | 1 |
| 403 | 730305 | 1632 YALE ST # 305 | Redevelopment | 2017 | 1 |
| 403 | 730306 | 1632 YALE ST # 306 | Redevelopment | 2017 | 1 |
| 403 | 730307 | 1632 YALE ST # 307 | Redevelopment | 2017 | 1 |
| 403 | 730308 | 1632 YALE ST # 308 | Redevelopment | 2017 | 1 |
| 403 | 730309 | 1632 YALE ST # 309 | Redevelopment | 2017 | 1 |
| 403 | 730310 | 1632 YALE ST # 310 | Redevelopment | 2017 | 1 |
| 403 | 730311 | 1632 YALE ST # 311 | Redevelopment | 2017 | 1 |
| 403 | 730312 | 1632 YALE ST # 312 | Redevelopment | 2017 | 1 |
| 403 | 730313 | 1632 YALE ST # 313 | Redevelopment | 2017 | 1 |
| 403 | 730314 | 1632 YALE ST # 314 | Redevelopment | 2017 | 1 |
| 403 | 730315 | 1632 YALE ST # 315 | Redevelopment | 2017 | 1 |

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|-----|--------|--------------------|---------------|------|------------|
| 403 | 730316 | 1632 YALE ST # 316 | Redevelopment | 2017 | 1 |
| 403 | 730317 | 1632 YALE ST # 317 | Redevelopment | 2017 | 1 |
| 403 | 730318 | 1632 YALE ST # 318 | Redevelopment | 2017 | 1 |
| 403 | 730319 | 1632 YALE ST # 319 | Redevelopment | 2017 | 1 |
| 403 | 730320 | 1632 YALE ST # 320 | Redevelopment | 2017 | 1 |
| 403 | 730321 | 1632 YALE ST # 321 | Redevelopment | 2017 | 1 |
| 403 | 730322 | 1632 YALE ST # 322 | Redevelopment | 2017 | 1 |
| 403 | 730323 | 1632 YALE ST # 323 | Redevelopment | 2017 | 1 |
| 403 | 730324 | 1632 YALE ST # 324 | Redevelopment | 2017 | 1 |
| 403 | 730325 | 1632 YALE ST # 325 | Redevelopment | 2017 | 1 |
| 403 | 730326 | 1632 YALE ST # 326 | Redevelopment | 2017 | 1 |
| 403 | 730327 | 1632 YALE ST # 327 | Redevelopment | 2017 | 1 |
| 403 | 730328 | 1632 YALE ST # 328 | Redevelopment | 2017 | 1 |
| 403 | 730329 | 1632 YALE ST # 329 | Redevelopment | 2017 | 1 |
| 403 | 730330 | 1632 YALE ST # 330 | Redevelopment | 2017 | 1 |
| 403 | 730331 | 1632 YALE ST # 331 | Redevelopment | 2017 | 1 |
| 403 | 730332 | 1632 YALE ST # 332 | Redevelopment | 2017 | 1 |
| 403 | 730333 | 1632 YALE ST # 333 | Redevelopment | 2017 | 1 |
| 403 | 730334 | 1632 YALE ST# 334 | Redevelopment | 2017 | 1 |
| 403 | 730335 | 1632 YALE ST # 335 | Redevelopment | 2017 | 1 |
| 403 | 730336 | 1632 YALE ST # 336 | Redevelopment | 2017 | 1 |
| 403 | 730337 | 1632 YALE ST # 337 | Redevelopment | 2017 | 1 |
| 403 | 730338 | 1632 YALE ST # 338 | Redevelopment | 2017 | 1 |
| 403 | 730339 | 1632 YALE ST # 339 | Redevelopment | 2017 | 1 |
| 403 | 730340 | 1632 YALE ST # 340 | Redevelopment | 2017 | 1 |
| | | | | | 120 |

Other Capital Grant Programs

SNRHA is aware of these available grants but is not planning to apply at this time. We will be considering in the near future.

B.3 Civil Rights Certification.

- (a) **Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations** (which includes all certifications relating to Civil Rights) (PDF- nv018a01)

B.4 Most Recent Fiscal Year Audit.

The most recent Fiscal Year Audit is included in Attachment D

B.5 Progress Report.

Please refer to Progress Update provided in the 5 Year Plan for 2017-2021

B.6 Resident Advisory Board (RAB) comments.

SNRHA RAB Comments are attached under Attachment A

B.7 Certification by State of Local Officials. See Attachment E

- (a) **Form HUD-50077**, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights) (PDF- nv018a01)
- (b) **Form HUD-50070**, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) (PDF- nv018b01)
- (c) **Form HUD-50071**, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) (PDF- nv018c01)
- (d) **Form SF-LLL**, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) (PDF- nv018d01)
- (e) **Form SF-LLL-A**, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) (PDF- nv018e01)
- ~~(f) **Resident Advisory Board (RAB) comments.**—Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (PDF- nv018f01)~~
- ~~(g)~~(f) **Challenged Elements** (PDF- nv018g01)
- ~~(h)~~(g) **Form HUD-50075.1**, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) (PDF-nv018h01 through PDF- nv018n01)
- ~~(i)~~(h) **Form HUD-50075.2**, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) (PDF nv018 o01)

B.8 Troubled PHA.

- (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?

Y N N/A

- (b) If yes, please describe

C.

Statement of Capital Improvements PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR 903.7 \(g\)](#))

~~As part of the PHA 5-Year and Annual Plan, annually complete and submit the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1, for each current and open CFP grant~~

Even though the new Capital Fund Rule effective November 25, 2013 decouples de Capital Fund forms from the larger PHA Plan submission; the SNRHA will complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report*, form HUD-50075.1, for each current and open CFP grant as part of their Agency Plan Annual Plan process.

- The Capital Fund Program Annual Statement are provided as an attachment to the PHA Plan as follows:
 - CFP NV39P018501-16 – (PDF-nv018h01)
 - CFP NV39R018502-16 – (PDF-nv018i01)
 - ~~CFP NV39P018501-15 – (PDF-nv018h01)~~
 - ~~CFP NV39R018501-15 – (PDF-nv018i01)~~
 - ~~CFP NV39R018502-15 – (PDF-nv018j01)~~
- The Capital Fund Performance and Evaluation (P&E) Reports as of ~~03/31/15~~ **03/31/16** are provided as attachments to the PHA Plan as follows:
 - CFP NV39P018501-15 – (PDF-nv018j01)
 - CFP NV39R018501-15 – (PDF-nv018k01)
 - CFP NV39R018502-15 – (PDF-nv018l01)
 - CFP NV39P018501-14 – (PDF-nv018km01)
 - CFP NV39R018501-14 – (PDF-nv018ln01)
 - CFP NV39R018502-14 – (PDF-nv018mo01)
 - CFP NV39P018501-13 – (PDF-nv018np01)
 - CFP NV39P018501-12 – (PDF-nv018oq01)

~~**Capital Improvement Plan:** The Capital Improvement Plan has been updated to include the following specific grant budgets. Copies of the budgets or plans are included in Section 9—Capital Improvement Plan, as applicable. Copies of Performance and Evaluation Reports for open capital grants are also included in this section for the period ending March 31, 2015.~~

~~**New Capital Fund Rule – 24 CFR Part 905, effective November 25, 2013.**~~

~~This final rule combines and streamlines the former legacy public housing modernization programs, including the Comprehensive Grant Program (CGP), the Comprehensive Improvement Assistance Program (CIAP), and the Public Housing Development Program (which encompasses mixed-finance development), into the Capital Fund Program. It also updates and streamlines many of the Capital Fund and development requirements, incorporates recent energy requirements, and directs more funding towards modernization. Some of the major changes are as follows:~~

- ~~Decouples Capital Fund forms from the larger PHA Plan submission.~~

- ~~Implements Demolition Disposition Transitional Funding (DDTF), which can be used more flexible, to replace Replacement Housing Factor Funds (RHF).~~
 - ~~Allows, PHA to use the funding for any eligible Capital Fund activities, including modernization.~~
 - ~~Eliminated separate RHF grants with separate use and reporting requirements~~
 - ~~By reducing eligibility from 10 years to 5 years, it increases funding levels for PHAs generally~~
- ~~Target more funds to maintain physical inventory by reducing Management Improvement~~
 - ~~budget line item from 20% to 10% over a 5 year period~~
- ~~Streamlines Mixed Finance Requirements~~

~~Under the Rental Assistance Demonstration (RAD) Program the FY 2014 and all future Capital Fund Budget grants have been reduced by \$145,812.00 per year as a result of the Landsman Gardens project converting to RAD, The approval of RAD allowed the SNRHA to reallocated CFP 2014 and 2015 for the scheduled comprehensive modernization of Vera Johnson B (Lamb Boulevard) impacting favorably this property.~~
- Annual Statement Capital Fund Grant (Grant Number NV39P018501-1). Total funds of \$3,861,882.00 The SNRHA will be utilizing this Grant for the Vera Johnson “A” Mixed Finance conversion and for the Rose Gardens RAD Conversion.
- Annual Statement Capital Fund Replacement Housing Factor (RHF) Grant - 2nd 5Yr Increment (Grant #NV39R018502-15) Total Funds of \$90,131.00. The SNRHA will be utilizing this RHF Grant for the Rose Gardens RAD Conversion.
- ~~Annual Statement Capital Fund Grant (Grant Number NV39P018501-15). Total revised funds of \$3,397,133.00 received September 16, 2015.~~
- ~~Annual Statement Capital Fund Replacement Housing Factor (RHF) Grant —1st 5Yr Increment (Grant #NV39R018501-15) Total Funds of \$336,496. The SNRHA will be utilizing this RHF Grant for the Biegger Estates and/or Rose Gardens RAD Conversion.~~
- ~~Annual Statement Capital Fund Replacement Housing Factor (RHF) Grant —2nd 5Yr Increment (Grant #NV39R018502-15) Total Funds of \$173,119. The SNRHA will be utilizing this RHF Grant for the Biegger Estates and/or Rose Gardens RAD Conversion.~~

➤ Performance and Evaluation Reports for open grants as of March 31, ~~2015~~ 2016. These include:

○ FFY 2015

- CFP NV39P018501-15 – Total funds of \$3,397,133. The SNRHA will be utilizing the funds already allocated for Vera Johnson A in this grant for the Mixed Finance Conversion.
- RHF 1st 5YR Inc./CFP NV39R018501-15. Total funds of \$336,496. The SNRHA will be utilizing this RHF Grant for the ~~Biegger Estates and/or~~ Rose Gardens RAD Conversion.
- RHF 2nd 5YR Inc./CFP NV39R018502-15. Total funds of \$173,119. The SNRHA will be utilizing this RHF Grant for the Biegger Estates ~~and/or~~ Rose Gardens RAD Conversion.

○ FFY 2014

- CFP NV39P018501-14 – Total funds of \$3,497,989. The SNRHA will be utilizing the funds already allocated for Vera Johnson B in this grant for the Mixed Finance Conversion.
- RHF 1st 5YR Inc./CFP NV39R018501-14. Total funds of \$410,238. The SNRHA will be utilizing this RHF Grant for the Biegger Estates and/or Rose Gardens RAD Conversion.
- RHF 2nd 5YR Inc./CFP NV39R018502-14. Total funds of \$170,192. The SNRHA will be utilizing this RHF Grant for the Biegger Estates and/or Rose Gardens RAD Conversion.

○ FFY 2013

- CFP NV39P018501-13 – Total funds of \$3,666,347. The SNRHA will be utilizing the funds already allocated for Landsman Gardens in this grant for the RAD Conversion. Also, the SNRHA will be utilizing the funds already allocated for Vera Johnson B in this grant for the Mixed Finance Conversion.

~~○ FFY 2012~~

- ~~▪ CFP NV39P018501-12 – Total funds of \$3,745,945. The SNRHA will be utilizing the funds already allocated for Landsman Gardens in this grant for the RAD Conversion.~~

➤ Capital Fund Grants closed between March 2014 and March 2015 are as follows:

○ FFY 2012

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- CFP NV39P018501-12 – Total funds of \$3,745,945. The SNRHA will be utilizing the funds already allocated for Landsman Gardens in this grant for the RAD Conversion.

~~○ FFY 2014~~

- ~~▪ CFP NV39P018501-11 – Total funds of \$4,243,634. The SNRHA will be utilizing the funds already allocated for Landsman Gardens in this grant for the RAD Conversion~~
- ~~▪ RHF 1st 5YR Inc./CFP NV39R018501-11. Total funds of \$384,498. The SNRHA will be utilizing this RHF Grant for the Landsman Gardens RAD Conversion.~~
- ~~▪ RHF 2nd 5YR Inc./CFP NV39R018502-11. Total funds of \$210,683. The SNRHA will be utilizing this RHF Grant for the Landsman Gardens RAD Conversion.~~

~~○ FFY 2012~~

- ~~▪ RHF 1st 5YR Inc./CFP NV39R018501-12. Total funds of \$499,413. The SNRHA will be utilizing this RHF Grant for the Landsman Gardens RAD Conversion.~~
- ~~▪ RHF 2nd 5YR Inc./CFP NV39R018502-12. Total funds of \$189,875. The SNRHA will be utilizing this RHF Grant for the Landsman Gardens RAD Conversion.~~

~~○ FFY 2013~~

- ~~▪ RHF 1st 5YR Inc./CFP NV39R018501-13. Total funds of \$550,458. The SNRHA will be utilizing this RHF Grant for the Landsman Gardens RAD Conversion.~~
- ~~▪ RHF 2nd 5YR Inc./CFP NV39R018502-13. Total funds of \$186,504. The SNRHA will be utilizing this RHF Grant for the Landsman Gardens RAD Conversion.~~

Capital Fund Financing Program (CFFP).

The SNRHA ~~proposes~~ ~~is considering~~ to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements

C.1 Capital Improvements:

Five Year Plan of the Capital Fund Grant ~~including~~ ~~includes~~ work items ~~amounts~~ based on funding allocation received ~~February 2016 from for~~ FFY ~~2015-2016~~ Capital Funds and Replacement Housing Factor (RHF) Funds, ~~as of February 12, 2015.~~

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The Five Year Action Plan has been updated to provide the estimated reduction of the CFP allocation FY2016-FY2019 as the result of the proposed conversions under RAD.

See HUD Form- 50075.2 approved by HUD on **12/22/2015**

A

B



J. MIXED POPULATION UNITS

A mixed population community is a public housing community, or portion of a community that was reserved for elderly families and disabled families at its inception (and has retained that character).

In accordance with the 1992 Housing Act, elderly families whose head spouse or sole member is at least 62 years of age, and disabled families whose head, co-head or spouse or sole member is a person with disabilities, will receive equal preference to such units.

No limit will be established on the number of elderly or disabled families that may occupy a mixed population property. All other SNRHA preferences will be applied.

K. GENERAL OCCUPANCY UNITS

General occupancy units are designed to house all populations of eligible families. In accordance with the SNRHA occupancy standards, eligible families not needing units designed with special features or units designed for special populations will be admitted to the SNRHA general occupancy units.

The SNRHA will use its local preference system as stated in this chapter for admission of eligible families to its general occupancy units.

L. DECONCENTRATION OF POVERTY AND INCOME-MIXING

The SNRHA admission policy is designed to provide for de-concentration of poverty and income mixing by bringing higher income tenants into lower income communities and lower income tenants into higher income communities.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The SNRHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the SNRHA de-concentration efforts.

The SNRHA will use the gathered tenant income information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the community for the purpose of assisting the SNRHA in its de-concentration goals.

If the SNRHA annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular community, the SNRHA will evaluate the changes. The SNRHA will determine whether, based on the SNRHA methodology of choice, the community needs to be re-designated as a higher or lower income community or whether the SNRHA has met the de-concentration goals and the community needs no particular designation.



Deconcentration and Income-Mixing Goals

Admission policies related to the de-concentration efforts of the SNRHA do not impose specific quotas. Therefore, the SNRHA will not set specific quotas, but will strive to achieve de-concentration and income mixing in its developments.

The SNRHA income-mixing goal is a long-range goal and may not be achieved in the first year of implementation. The SNRHA will use its annual analysis of its public housing stock and tenant incomes to provide benchmarks for the SNRHA.

The SNRHA income-mixing goal, in conjunction with the requirement to achieve income targeting, will be achieved via unit offer procedures described in Section P of this chapter.

Community Designation Methodology

Aggregate Average Method

The SNRHA will review the annual resident income of all family sites to develop an average annual income, which will be used as a baseline. Developments with an average annual income above that baseline will be considered higher income developments, and developments with an average annual income below the baseline will be considered lower income developments.

Upon analyzing its findings the SNRHA will apply the policies, measures and incentives listed in Section P of this chapter to bring higher income families into lower income developments.

SNRHA Incentives for Higher Income Families

Covered in Section P of this Chapter.

M. REMOVAL FROM WAITING LIST AND PURGING [24 CFR 960.204(a)]

The waiting list will be purged at least bi-annually by a mailing to all applicants to ensure that the waiting list is current and accurate. The mailing will ask for current information and confirmation of continued interest.

If an applicant fails to respond within 14 calendar days, s/he will be removed from the waiting list. If a letter is returned by the Post Office, the applicant will be removed without further notice and the envelope and letter will be maintained in the file. Failure to respond will result in removal from all waiting lists.

If an applicant is removed from the waiting list for failure to respond, they will not be entitled to reinstatement unless a person with a disability requests a reasonable accommodation for being unable to reply within the prescribed period.

Notices will be made available in accessible format upon the request of a person with a disability. An extension to reply to the purge notification will be considered as an accommodation if requested by a person with a disability.

The SNRHA allows a grace period of 7 calendar days after completion of the purge

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| Glossary | 2 | Added | VASH Veteran Affair Supportive Housing | | | |
| | | Added | VMS Voucher Management System | | | |
| Glossary | 12 | Updated | Responsible entity. For the public housing and the Section 8 tenant-based assistance, project-based certificate voucher assistance, and moderate rehabilitation programs, the responsible entity means the PHA administering the program under an ACC with HUD. For all other Section 8 programs, the responsible entity means the Section 8 owner. | | | |
| Glossary | 13 | Added | Suspension. Stopping the clock on the term of a family's voucher after the family submits a request for approval of the tenancy. If the PHA decides to allow extensions or suspensions of the voucher term, the PHA administrative plan must describe how the PHA determines whether to grant extensions or suspensions, and how the PHA determines the length of any extension or suspension. The term on the family's voucher stops from the date the family submits a request for PHA approval of the tenancy, until the date the PHA notifies the family in writing whether the request has been approved or denied. This practice is also called "tolling". | | | |
| Glossary | 14 | Added | Veteran. A person who has served in the active military or naval service of the United States at any time and who shall have been discharged or released therefrom under conditions other than dishonorable. Violence Against Women Reauthorization Act (VAWA) of 2013. Prohibits denying admission to the program to an otherwise qualified applicant or terminating assistance on the basis that the applicant or program participant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. | | | |
| Intro | 3 | Added | Link to: HUD's Final Rule, dated March 8, 2016, "Streamlining Administrative Regulations." https://www.gpo.gov/fdsys/pkg/FR-2016-03-08/pdf/2016-04901.pdf | | | |
| | | Added | Link to: Violence Against Women Reauthorization Act of 2013 https://www.gpo.gov/fdsys/pkg/BILLS-113s47enr/pdf/BILLS-113s47enr.pdf | | | |

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| 3 | 6 | Removed | <p>Joint Custody of Dependents SNRHA Policy... When more than one applicant or participant family is claiming the same dependents as family members, the family with primary custody at the time of the initial examination or reexamination will be able to claim the dependents. SNRHA will require a self-certification from the head of household who claim joint custody or temporary guardianship or proof of custody if there is a dispute. After 365 calendar days, a court awarded guardianship must be submitted. If there is a dispute about which family should claim them, SNRHA will make the determination based on available documents such as court orders.</p> | | | |
| | 7 | Updated | The exception will be when guardianship is being processed and SNRHA has documents from the courts the to verify the process has begun. | | | |
| | 15 And 16 | Changed | <p>If a new adult member is added to the family, the new member’s SSN documentation must be submitted by the family at the time they are added to the household. If any member of the family obtains a previously undisclosed SSN, or has been assigned a new SSN, the documentation must be submitted within 30 90 calendar days or any approved extensions. Extensions shall not be for more than 60 additional calendar days.</p> <p>According to HUD’s Final Rule dated March 8, 2016, entitled “Streamlining Administrative Regulations for Public Housing, Housing Choice Voucher Final Rule,” participants adding children under the age of six (6), SNRHA shall require a social security card be provided within 90 days from the date of move in. —A detailed discussion of acceptable documentation is provided in Chapter 6.</p> | | | |
| | 22 | Added | Veteran Affairs Supportive Housing (VASH) [<i>Established Acronym</i>] | | | |
| | | Added | SNRHA shall use the DRU Sjodin National Sex Offender Public Website (NSOPW) database encouraged by HUD in PIH Notice 2012-28 at http://www.snopw.gov . | |  |  |
| | 25 | Added | <ul style="list-style-type: none"> Additionally, VAWA 2013, extends housing protections to survivors of sexual assault, adds “intimate partner” to the list of eligible relations covered in the definition of <i>domestic violence</i>. | | | |

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| 5 | 7 | Updated | <p>The caretaker will be allowed to remain in the unit, as a visitor, until a determination of custody is made but this shall not exceed 365 120 calendar days.</p> <p>SNRHA must receive court awarded guardianship or custody within 365 120 calendar days or must withdraw the assistance.</p> | | | |
| | 8 | Added | <p>SNRHA shall require participants who are requesting to add family members that are minors and who are not their children by birth, or foster care, court awarded custody, or court awarded guardianship to sign SNRHA’s guardianship form certifying they have the child(ren) parent’s consent to care for the child full-time.</p> | | | |
| | 8 | Removed | <p>Interim re-verification that the child is still in the unit shall be required every 180 days unless the head of household gains legal guardianship or custody of the child(ren).</p> | | | |
| | 8 | Added | <p>SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.</p> <p>SNRHA shall provide 365 day Guardianship form to extend approved visitors stay.</p> | | | |
| | 15 | Added | <p><u>Earned Income Disregard (EID)</u></p> <p>With HUD’s Final Rule dated March 8, 2016, entitled “Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule,” the requirements changed that families maintain continual employment in order to obtain EID benefits over a straight 24-month period. The Final Rule removes this requirement for continuous employment and benefits now applies for a straight 24 month period, with a clear start and end date, irrespective of whether a family maintains continual employment during the 24 months period. SNRHA shall not track start and stop time of employments but shall track start date, the 12-month date (on which the amount of the disregard may change from 100 percent to not less than 50% of earned income) and the 24-month end date. For families enrolled prior to the effective date of this regulation (March 8, 2016) the previous requirement shall continue.</p> | | | |

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| 5 | 16 | Updated | <p><i>Initial 12-Month Exclusion</i> During the initial 12-month exclusion period, the full amount (100 percent) of any increase in income attributable to new employment or increased earnings is excluded. The 12 months are cumulative and need not be consecutive. <u>SNRHA Policy</u> The initial EID exclusion period will begin on the first of the month following the date an eligible member of a qualified family is first employed or first experiences an increase in earnings whether the family reports the earnings or not.</p> <p><i>Second 12-Month Exclusion and Phase-In</i> During the second 12-month exclusion period, the exclusion is reduced to half (50 percent) of any increase in income attributable to employment or increased earnings. The 12 months are cumulative and need not be consecutive.</p> | | | |
| | 16 | Changed | <p><i>Lifetime Limitation</i> The EID has a four two-year (48 24 month) lifetime maximum. The four two-year eligibility period begins at the same time the initial exclusion period begins and ends 48 24 months later. The one-time eligibility for the EID applies even if the eligible individual begins to receive assistance from another housing agency, if the individual moves between public housing and Section 8 assistance, or if there are breaks in assistance.</p> <p><u>SNRHA Policy</u> During the 48-month eligibility period, SNRHA will schedule and conduct an interim reexamination each time there is a change in the family member's annual income that affects or is affected by the EID (e.g., when the family member's income falls to a level at or below his/her prequalifying income, when one of the exclusion periods ends, and at the end of the lifetime maximum eligibility period). Any changes to the family income or composition must still be reported by the family within ten (10) calendar days of the change.</p> | | | |

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| 5 | 28 | Removed | <ul style="list-style-type: none"> They are seeking or receiving Section 8 assistance on their own—that is, apart from their parents—through the HCV program, the project-based certificate program, the project-based voucher program, or the moderate rehabilitation program. | | | |
| | 31 | Added | (w) Exclusion of Mandatory Education Fees from Income (Per HUD’s Final Rule dated March 8, 2016.) | | | |
| | 40 | Added | <p><i>Utility Reimbursement...</i></p> <p>According to HUD’s Final Rule dated March 8, 2016, entitled “Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule,” the PHA may elect to establish policies regarding the frequency of utility reimbursement payments (URP) for payments made to the family,</p> <ol style="list-style-type: none"> The PHA will have the option of making URPs not less than each calendar-year quarter for reimbursements. In the event a family leaves the program in advance of its next quarterly reimbursement, the PHA would be required to reimburse the family for a prorated share of the applicable reimbursement. PHAs exercising this option must have a hardship policy in place for participants. If the PHA elects to pay the utility supplier directly, the PHA must notify the family of the amount paid to the utility supplier. <p>At this time, SNRHA will continue issuing monthly checks for utility reimbursement.</p> | | | |
| | 43 | Removed | <p>SNRHA Policy</p> <p><i>Long-Term Hardship ...</i></p> <p>(3) For hardship conditions based upon hardship-related expenses, the minimum rent exemption will continue to be recognized until the cumulative amount exepcted is equal to the expense incurred.</p> | | | |
| | 50 | Added | (14) Deferred periodic amounts from supplemental security income and social security benefits that are received in a lump sum amount or in prospective monthly amounts, or any deferred Department of Veterans Affairs disability benefits that are received in a lump sum amount or prospective monthly amounts or any deferred Department of Veterans Affairs disability benefits that are received in a lump sum amount or prospective monthly amounts. | | | |

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| | 4 | Updated | SNRHA shall require four (4) current and consecutive pay stubs for determining annual income from for wages. For new income sources or if there is a decrease in earned income, SNRHA will require the last two (2) consecutive current pay stubs shall be required that are consecutive or a new hire/updated letter with date of hire, wages, and hours. | |  |  |
| 6 | 12 And 13 | Added | <p>6-I.D. THIRD-PARTY WRITTEN AND ORAL VERIFICATION Reasonable Effort and Timing.....</p> <p>With HUD’s Final Rule dated March 8, 2016, entitled “Streamlining Administrative Regulations for Public Housing, Housing Choice Voucher Final Rule,”</p> <p><u>Streamline Annual Reexaminations for Fixed Incomes:</u></p> <p>For families whose income consists solely of fixed sources.</p> <p>The final rule provides for a streamlined income determination for any fixed source of income, even if a person or a family with a fixed source of income also has a non-fixed source of income. SNRHA shall apply to a previously determined or verified source of income a cost of living adjustment (COLA) or interest rate adjustment specific to each source of income. The COLA or current interest rate must be obtained from a public source or from tenant provided third party generated documentation.</p> <p>In the absence of such verification for any source of fixed income third-party verification of income must be obtained. The final rule adopts an expanded list of fixed income sources of income. With respect to income from annuities (or other retirement benefits programs, insurance policies, disability for death benefits, or other similar types of periodic receipts) if a family member receives income from any of these sources and the income consists solely of periodic payments at a reasonable predictable level, then the income source may be considered “fixed.”</p> <p>“Family member with a fixed source of income” is defined as a family member</p> | | | |

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| | | | <p style="color: red;">whose income includes periodic payments at reasonable predictable levels from one or more of the following sources:</p> <ul style="list-style-type: none"> i) Social Security, Supplemental Security Income, Supplemental Disability Insurance ii) Federal, state, local, or private pension plans iii) Annuities or other retirement benefit programs, insurance policies, disability or death benefits, or other similar types of periodic receipts, or iv) Any other source of income subject to adjustment by a verifiable COLA or current rate of interest. | | | |
| | 18 | Added | To be consistent: 1. EIV with a minimum of four (4) consecutive current paystubs | | | |
| | 23 | Added | <p><i>VERIFICATION OF ASSETS</i> Family Assets... According to HUD’s Final Rule dated March 8, 2016, entitled “Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule,” SNRHA must obtain third party verification every three (3) years.</p> | | | |
| | 27 | Updated | Verification of divorce or separation status will be a Certification of Marital Status Absent Spouse form being completed by the head of household or any other adult household member , unless the family wishes to submit a formal divorce or separation document from the courts. | |  |  |
| | | Added | In the case of a common law marriage, the couple must demonstrate that they hold themselves to be married (e.g., by telling the community they are married, calling each other husband and wife, using the same last name, filing joint income tax returns, or being a domestic partner as recognized in the State of Nevada (according to Senate Bill 283.)) | | | |
| 6 | 27 | | <p><i>Familial Relationships</i> <u>SNRHA Policy</u> Verification of guardianship is: Court-ordered assignment Verification from social services agency, or</p> | | | |

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| | | | <p style="color: red; text-align: center;">SNRHA Self-Certification of temporary guardianship or appointment</p> <p style="color: red;">In each case above (except court assignment), SNRHA must receive a court awarded guardianship or custody documents within 365 calendar days or head of household must resign SNRHA's documents and submit required supporting documents. Any income still earning into the household on behalf of the child would be counted.</p> <p>Other family relationships will be verified through birth certificates or other relevant documents.</p> <p style="color: red;">SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.</p> <p style="color: red;">SNRHA shall not increase bedroom size nor provide a dependent deduction, unless court ordered assignment or verification from a social service agency is received.</p> | | | |
| 6 | 33 | Updated | <p>For individuals who are at least 62 years of age and/or disabled and are unable to submit the required documentation of their SSN within the initial 60 90 calendar day period, SNRHA will grant an additional 30 calendar days to provide documentation as a reasonable accommodation.</p> <p>If any adult family member obtains an SSN after admission to the program, the new SSN must be disclosed within 60 90 calendar days.</p> | | | |
| | 34 | Updated | <p>6-II.C. FAMILY RELATIONSHIPS</p> <p>Applicants and program participants are required to identify the relationship of each household member to the head of household. If an applicant list themselves as married and not list a spouse, they will still be required to submit a separation or , divorce decree, or SNRHA's Certification of Absent Spouse form. Definitions of the primary household relationships are provided in the Eligibility chapter.</p> | | | |

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| | 34 | Updated | Separation or Divorce <u>SNRHA Policy</u> SNRHA will require the family (head of household) to sign a Certification of Marital Status Absent Spouse to document the divorce, or separation. The family may submit a certified copy of a divorce decree, signed by a court officer, or a copy of a court-ordered maintenance or other court record is required to document a separation. | |  |  |
| 7 | 13 | Added | This Chapter explains the subsidy standards that will be used to determine the voucher size (family unit size) for various sized families when they are selected from the waiting list, as well as SNRHA's procedures when a family's size changes or a family selects a unit size that is different from the size of the voucher issued, voucher term, and to any extensions of the voucher term. | | | |
| | 14 | Updated | SNRHA will not issue a larger voucher due to additions of minors to the household of family members other than by birth, adoption, marriage, or court-awarded custody, or court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services. The participant must submit a court awarded guardianship within 365 calendars of when the SNRHA guardianship form was executed. | | | |
| | 15 | Added | SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services. | | | |
| | 16 | Removed | An additional bedroom shall be awarded for temporary guardianship or adding children until a court awarded guardianship is received (must be submitted within 365 calendar days) or court awarded custody. | | | |
| | 16 | Added | SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services. | | | |
| | 18 | Updated | 7-II.E. VOUCHER TERM, AND EXTENSIONS, AND SUSPENSIONS | | | |

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| 7 | 19 | Updated | <p>Suspensions of Voucher Term [24 CFR 982.303(c)] At its discretion, SNRHA will adopt a policy to suspend the SNRHA must provide for suspension of the initial or any extended term of the voucher from the date the family submits a request for PHA approval of the tenancy until the date the PHA notifies the family in writing whether the request has been approved or denied. housing-choice voucher term if the family has submitted an RFTA during the voucher term.</p> | | | |
| | 20 | Updated | <p>—Additionally, SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services. —SNRHA will not issue a larger voucher size due to addition of family members other than by birth, adoption, or court awarded custody or court awarded guardianship or signing SNRHA guardianship form and submitting the court awarded guardianship within 365 calendar days, unless The exception will be as an approved reasonable accommodation for a disabled family member, for a live-in aide, medical equipment, or other accommodations verified by a medical professional.</p> | | | |
| 8 | 2 | Added | <p>HUD Performance and Acceptability Standards HUD’s performance and acceptability standards for HCV-assisted housing are provide in 24 CFR 982.401. These standards are the responsibility of the owner unless otherwise stated on the lease. In accordance with the HAP contract, Part B, 3(a): The owner must maintain the contract unit and premises in accordance with the Housing Quality Standards (HQS.)</p> | | | |
| | 6 | Updated | <ul style="list-style-type: none"> Failure to provide or maintain family-supplied appliances (including ensuring all eyes burners on stove are operable). | | | |
| | 7 | Added | <p>Family Responsibilities</p> <ul style="list-style-type: none"> Tenant may be billed for the cost of repairs made by the owner that were determined to be caused by the family. | | ✓ | ✓ |
| | | Added | <p>Owner Responsibilities Owners are responsible for conducting intermittent inspections to ensure HQS Standards are being met.</p> | | ✓ | ✓ |

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| | 10 | Changed | Quality Control Inspections 24CFR 982.405 (b) HUD requires that a sample of units be re-inspected by a supervisor or other qualified individual to ensure that HQS are being enforced correctly and uniformly by all inspectors. Quality Control inspections will be performed by HQS Supervisor (HCVS), HPM Associate Deputy Directors (ADD), or assigned Senior OS for the number of units required by SEMAP. | | | |
| | 12 | Changed | 8-II.C. ANNUAL HQS INSPECTIONS [24-CFR-982.405-(a) Final Rule Notice 6-25-2014] | | | |
| | 14 | Changed | All requests for extensions must be submitted in writing to the Inspections Department and approved by the HPM Housing Quality Standards (HQS) Supervisor and/or Housing Programs (HP) Management or DDHP. | | | |
| 8 | 15 | Added | ENFORCING OWNER COMPLIANCE [24 CFR 982.405;982.453] If the owner fails to maintain the dwelling unit in accordance with HQS (as stated above in 8-I.B), SNRHA must take prompt and vigorous action to enforce the owner obligations. | | | |
| 9 | 2 | Added | To be consistent: <ul style="list-style-type: none"> A Valid State-issued Business License, if applicable | | ✓ | ✓ |
| | 7 | Removed | Term of Assisted Tenancy The initial term of the assisted dwelling lease must be for at least one (1) year [24 CFR 982.309]. The initial lease term is also stated in the HAP contract. Exceptions are allowed for VASH participants. | | ✓ | ✓ |
| | 8 | Removed | <u>SNRHA Policy</u> SNRHA will not approve an initial lease term of less than one (1) year except for VASH participants. | | | ✓ |
| | 13 | Removed | Owners must provide the current address of their residence (not a Post Office box). If families lease properties owned by relatives, other than those prohibited under HUD regulations, the owner's current address will be compared to the subsidized unit's address. The owner must have a different address than the assisted unit. | | ✓ | ✓ |

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| | 14 | Changed | <p>Extensions of Tenancy after Initial Notice to Vacate: If a family should request to extend tenancy beyond the initial date of vacate approved by the participant and owner/agent, both parties must sign a written extension of the vacate date and submit this document to SNRHA prior to the expiration of the original vacate notice. The document must include a new vacate date and the tenancy may not extend beyond the expiration date of the reissued voucher. Only one (1) extension will be granted by SNRHA to extend the vacate date. The participant must be occupying the unit during the time of extension request.</p> | |  |  |
| 10 | 2 | Changed | <ul style="list-style-type: none"> SNRHA has terminated the assisted lease HAP contract for the family's unit for the owner's breach [24 CFR 982.3154(b)(1)(i)]. | | | |
| | 3 | Changed | <p>Insufficient Funding SNRHA may deny a family permission to move if SNRHA does not have sufficient funding for continued assistance [24 CFR 982.3154(e)(1)].</p> | | | |
| | 4 | Changed | <p>Restrictions on Elective Moves [24 CFR 982.3154(c)]</p> | | | |
| | 5 | Changed | <p>10-I.C. MOVING PROCESS Notification If a family wishes to move to a new unit, the family must notify SNRHA and the owner before moving out of the assisted unit or terminating the lease on notice to the owner [24 CFR 982.3154(d)(2)]. If the family wishes to move to a unit outside SNRHA's jurisdiction under portability, the notice to SNRHA must specify the area where the family wishes to move [24 CFR 982.3154(d)(2), Notice PIH 2004-12 2012-42]. The notices must be in writing [24 CFR 982.5].</p> | | | |
| | 5 | Updated | <p>The intent to Vacate Notice must be signed and dated by both parties with an effective date. All extensions An extension of this notice must also be signed and dated by both parties and submitted to SNRHA. prior to the original vacate date and submitted to SNRHA prior to the vacate date.</p> | |  |  |

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| | 6 | Updated | <p>Notice Requirements</p> <p>Briefing sessions emphasize the family's responsibility to give the owner and SNRHA proper written notice of any intent to move.</p> <p>The family must give the owner the required number of days' notice of their intent to vacate as specified in the lease in writing or a 30-day written notice when not specified in the lease. The family must give a copy to SNRHA simultaneously utilizing SNRHA's "Vacate Notice." This notice must be signed by both parties; or if the owner refuses to sign, and the participant can provide SNRHA proof of their attempts to notify their owner by submitting a copy of their mailed Vacate Notice and a copy of their certified mail receipt. Therefore, the family must be and are otherwise eligible to move and a moving voucher will be issued.</p> | | |  |
| 10 | 7 And 8 | | <p style="color: red;">According to HUD Final Rule on Streamlining Portability, published March 28, 2012, and revised August 20, 2015 (effective September 21, 2015); the following applies to the entire HCV program and is not limited to families exercising portability:</p> <p style="color: red;">Mandatory Voucher Suspension: The rule requires suspension or "tolling" of the voucher term upon a family's submission of a Request for Tenancy Approval (RFTA.) Under the current rule, suspension is optional. The mandatory suspension begins when the family submits the RFTA and ends when the family is notified in writing of the approval or denial of the tenancy by using the <u>Notice of Cancellation of RFTA</u> form.</p> <p style="color: red;">Briefing Requirements: The final rule requires the benefits of living in low-poverty census tracts must be explained to all families, including those who currently live in higher poverty areas. The required explanation of how portability works must now be given to all families, not just those who are eligible to exercise portability on initial voucher issuance.</p> <p style="color: red;">HUD's Final Rule indicates the major changes to existing portability requirements and processes include:</p> <p style="color: red;">Notification of Insufficient Funding: The rule adds a requirement that PHA's</p> | |  |  |

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| | | | <p>must notify the HUD field office within 10 business days of denying a move under portability due to insufficient funding.</p> <p>Voucher Term: The voucher issued by the Receiving PHA (RHA) must have an expiration date at least 30 days after the expiration date of the voucher issued by the Initial PHA (IHA.) While the RHA may provide additional search time according to its existing policies, the billing deadline of 90 days after the expiration of the IHA’s voucher remains in effect.</p> <p>Administrative Fees: The final rule provides the administrative fee for portability is the lesser of 80 percent of the IHA’s administrative fee (prorated if applicable) or 100 percent of the RHA’s administrative fee. In no event will the RHA receive more than its own administrative fee.</p> <p>Rescreening: The preamble to the rule states that RHAs “should be allowed” to apply their own screening standards to incoming portable families, and information on how rescreening may affect a family’s assistance should be included in the briefing packet. HUD did not make any regulatory changes supporting this guidance. SNRHA shall rescreen all incoming portability clients in accordance with its screening Policies.</p> | | | |
| 10 | 8 | Changed | <p>10-II.B. INITIAL PHA ROLE</p> <p>Allowable Moves under Portability</p> <p>A family may move with voucher assistance only to an area where there is at least one PHA administering a voucher program [24 CFR 982.353(b)]. If there is more than one PHA in the area, the initial PHA may choose the receiving PHA [24 CFR 982.355(b)]. The initial PHA provides the family with the contact information for the receiving PHAs that serve the area, and the family selects the receiving PHA. The family must inform the initial PHA which PHA it has selected. If the family prefers not to select the receiving PHA, the initial PHA will select the receiving PHA on behalf of the family (24 CFR 982.255(b).</p> | | | |

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| 10 | 9 | Added | <p><i>Applicant Families</i> Under HUD regulations, most applicant families qualify to lease a unit outside the PHA’s jurisdiction under portability. However, HUD gives SNRHA discretion to deny a portability move by an applicant family for the same two reasons that it may deny any move by a participant family: insufficient funding and grounds for denial or termination of assistance. If a PHA intends to deny a family permission to move under portability due to insufficient funding, the PHA must notify HUD within 10 business days of the determination to deny the move [24 CFR 982.355(e)].</p> | | | |
| | 9 | Added | <p><u>SNRHA Policy</u> In determining whether or not to deny an applicant family permission to move under portability because SNRHA lacks sufficient funding or has grounds for denying assistance to the family, the initial SNRHA will follow the policies established in section 10-I.B of this chapter. If the PHA does deny the move due to insufficient funding, the PHA will notify HUD in writing within 10 business days of the PHA’s determination to deny the move.</p> | | | |
| | 9 | Removed | <p>SNRHA will consider exceptions to this policy for purposes of reasonable accommodation (see Chapter 2). However, any exception to this policy is subject to the approval of the receiving PHA [24 CFR 982.353 (c)(3)].</p> | | | |
| | 10 | Changed | <p><i>Applicant Families</i> An applicant family may lease a unit in a particular area under portability only if the family is income eligible for admission to the voucher program in that area [24 CFR 982.353(ed)(3)]. The family must specify the area to which the family wishes to move [2004-12 2012-42 24 CFR 982.355(c)(1)].</p> | | | |

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| 10 | 10 And 11 | Added | <p><i>Briefing</i></p> <p>SNRHA will provide the name, address, and phone of the contact for the PHA in the jurisdiction to which they wish to move. If there is more than one PHA with jurisdiction over the area to which the family wishes to move, the PHA will advise the family that the family must select the receiving PHA and notify the initial PHA of which receiving PHA was selected. The PHA will further inform the family that if the family prefers not to select the receiving PHA, the initial PHA will select the receiving PHA on behalf of the family.</p> <p>SNRHA will advise the family that they will be under the RPHA’s policies and procedures, including screening, subsidy standards, and voucher extension policies, and payment standards. Staff will assist the family with making contact with the PHA in the jurisdiction of their choice.</p> | | | |
| | 11 | Changed | To receive or continue receiving assistance under the initial PHA’s voucher program, a family that moves to another PHA’s jurisdiction under portability must be under HAP contract in the receiving PHA’s jurisdiction within 60 90 calendar days following the expiration date of the initial PHA’s voucher term (including any extensions). | | | |
| | 12 | Changed | <p>Initial Contact with the Receiving PHA</p> <p>After approving a family’s request to move under portability, the initial PHA must promptly notify the receiving PHA via email or other confirmed delivery method to expect the family [24 CFR 982.355(c)(23), 24 CFR 9682.355(c)(7)]. This means that the initial PHA must contact the receiving PHA directly on the family’s behalf [Notice PIH 2004-12]. The initial PHA must also advise the family how to contact and request assistance from the receiving PHA [24 CFR 982.355(c)(26)].</p> | | | |
| | 13 | Changed | <p>Initial Billing Deadline [Notice PIH 2012-42, Letter to Executive Directors 9-15-15]</p> <p>When SNRHA sends form the HUD-52665 to the receiving PHA, It specifies in Part I the deadline by which it must receive the initial billing notice from the receiving PHA. This The deadline for submission of initial billing is 60 90 calendar days following the expiration date of the voucher issued to the family by the initial PHA.</p> | | | |

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| | 13 | Changed | <p><u>SNRHA Policy</u></p> <p>If SNRHA has not received an initial billing notice from the receiving PHA by the deadline specified on form the HUD form 52665 within 90 days of expiration of the IHA's voucher</p> | | | |
| | 13 | Added | <p>Monthly Billing Payments [24 CFR 982.355(e), Notice PIH 2012-42]</p> <p>If the receiving PHA is administering the family's voucher, the receiving PHA bills the initial PHA for housing assistance payments and administrative fees. When reimbursing for administrative fees, the initial PHA must promptly reimburse the receiving PHA for the lesser of 80 percent of the initial PHA ongoing administrative fee or 100 percent of the receiving PHA's ongoing administrative fee for each program unit under contract on the first day of the month for which the receiving PHA is billing the initial PHA under portability. If the administrative fees are prorated for the HCV program, the proration will apply to the amount of the administrative fee for which the receiving PHA may bill [24 CFR 982.355(e)(2)].</p> | | | |
| | 14 And 15 | Changed | <p>Denial or Termination of Assistance [24 CFR 982.355(c)(17)]</p> <p>If SNRHA has grounds for denying or terminating assistance for a portable family that has not been absorbed by the receiving PHA, SNRHA may act on those grounds at any time. At any time, either the initial PHA or the receiving PHA may make a determination to deny or terminate assistance with the family in accordance with 24 CFR 982.552 and 24 CFR 982.553. (For SNRHA policies on denial and termination, see Chapters 3 and 12, respectively.)</p> | | | |
| 10 | 15 | | <p>10-II.C. RECEIVING PHA ROLE</p> <p>If a family has a right to lease a unit in the receiving PHA's jurisdiction under portability, the receiving PHA must provide assistance for the family [24 CFR 982.355(10)]. HUD may determine in certain instances that a PHA is not required to accept incoming portable families, such as a PHA in a declared disaster area. However, the PHA must have approval in writing from HUD before refusing any</p> | | | |

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| | | | <p>incoming portable families [24 CFR 982.355(b)]. Administration of the voucher must be in accordance with the receiving PHA’s policies. This requirement also applies to policies of Moving to Work agencies. The receiving PHA procedures and preferences for selection among eligible applicants do not apply to the family, and the receiving PHA waiting list is not used [24 CFR 982.355(c)(10)].</p> <p>—The receiving PHA’s procedures and preferences for selection among eligible applicants do not apply, and the receiving PHA’s waiting list is not used [24 CFR 982.355(10)].</p> <p>The family’s unit, or voucher, size is determined in accordance with the subsidy standards of the receiving PHA [24 CFR 982.355(c)(12)], and the amount of the family’s housing assistance payment is determined in the same manner as for other families in the receiving PHA’s voucher program receiving PHA’s policies on extensions of the voucher term apply [24 CFR 982.355 (c)(14)].</p> | | | |
| | 15 | Added | <p>Responding to Initial PHA’s Request [24 CFR 982.355(c)]</p> <p>The receiving PHA must respond via e-mail or other confirmed delivery method to the initial PHA’s inquiry to determine whether the family’s voucher will be billed or absorbed [(24 CFR 982.355(c)(3)]. . If the receiving PHA informs the initial PHA that it will be absorbing the voucher, the receiving PHA cannot reverse its decision at a later date without consent of the initial PHA (24 CFR 982.355(c)(4).[Notice PIH 2012-42].</p> <p><u>SNRHA Policy</u></p> <p>SNRHA will use e-mail, when possible, to notify the initial PHA whether it will administer or absorb the family’s voucher.</p> | | | |
| 10 | 15 | Changed | <p>Initial Contact with Family</p> <p>When a family moves into SNRHA’s jurisdiction under portability, the family is responsible for promptly contacting SNRHA and complying with SNRHA’s procedures for incoming portable families [24 CFR 982.355 (e)(3)]. The family’s failure to comply may result in denial or termination of the receiving PHA’s voucher [24 CFR 982.355 (c)(8)].</p> | | | |

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| | | | If the voucher issued to the family by the initial PHA has expired, the receiving SNRHA does not process the family's paperwork but instead refers the family back to the initial PHA must contact the initial PHA to determine if it will extend the voucher [24 CFR 982.355 (c)(13)]. | | | |
| | 16 | Added | SNRHA will allow a one-on-one (1-on-1) briefing only as a reasonable accommodation which must be requested in writing from the applicant/participant and approved by SNRHA's HP management. This also applies for clients needing LEP for languages other than a language provided by staff at general briefings. | | | |
| | 16 | Changed | <p>Income Eligibility and Reexamination</p> <p>HUD allows the receiving SNRHA to conduct its own income reexamination of a portable family [24 CFR 982.355(c)(4)]. However, SNRHA may not delay voucher issuance or unit approval until the reexamination process is complete unless the reexamination is necessary to determine that an applicant family is income eligible for admission to the program in the area where the family wishes to lease a unit [PIH Notice 2012-42]. SNRHA does not redetermine income eligibility for a portable family that was already receiving assistance in the initial PHA's voucher program [24 CFR 982.355(c)(9)]. If the receiving PHA opts to conduct a new reexamination for a current participant family, the receiving PHA may not delay issuing the family a voucher or otherwise delay approval of a unit [24 CFR 982.355(c)(11)].</p> | | | |
| 10 | 17 | Changed | <p>Voucher Term</p> <p>The term of SNRHA's voucher may not expire before the term 30 calendar days from the expiration date of the initial PHA's voucher [24 CFR 982.355(c)(13)].</p> <p><u>SNRHA Policy</u> SNRHA's voucher will expire 30 calendar days from the expiration on the same date</p> | | ✓ | ✓ |

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| | | | as of the initial PHA's voucher. | | | |
| | 17 | Changed | <p><i>Voucher Extensions [24 CFR 982.355(c)(14), Notice 2012-42]</i></p> <p>SNRHA may provide additional search time to the family beyond the expiration date of the initial PHA's voucher, however, if it does so, Once the receiving PHA issues the portable family a voucher, the receiving PHA's policies on extensions of the voucher term apply. The receiving PHA it must inform the initial PHA of the any extension granted to the term of the voucher. It must also bear in mind the billing deadline provided by the initial PHA. Unless willing and able to absorb the family, SNRHA should ensure that any voucher expiration date would leave sufficient time to process a request for tenancy approval, execute a HAP contract, and deliver the initial billing to the initial PHA.</p> | | | |
| | 18 | Added | <p><i>Voucher Suspensions [24 CFR 982.303, 24 CFR 982.355(c)(15)]</i></p> <p>If the family submits a request for tenancy approval during the term of the receiving PHA's voucher, the PHA must suspend the term of that voucher. The term of the voucher stops from the date that the family submits a request for PHA approval of the tenancy until the date the PHA notifies the family in writing whether the request has been approved or denied [24 CFR 982.4(b)] (see Section 5-II.E).</p> | | | |
| 10 | 18 And 19 | Added | <p><i>Portability Billing [24 CFR 982.355(e)]</i></p> <p>To cover assistance for a portable family that was not absorbed, the receiving PHA bills the initial PHA for housing assistance payments and administrative fees. The amount of the housing assistance payment for a portable family in the receiving PHA's program is determined in the same manner as for other families in the receiving PHA's program.</p> <p>The receiving PHA may bill the initial PHA for the lesser of 80 percent of the initial PHA's ongoing administrative fee or 100 percent of the receiving PHA's ongoing</p> | | | |

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| | | | <p>administrative fee for each program unit under contract on the first day of the month for which the receiving PHA is billing the initial PHA under portability. If the administrative fees are prorated for the HCV program, the proration will apply to the amount of the administrative fee for which the receiving PHA may bill (i.e., the receiving PHA may bill for the lesser of 80 percent of the initial PHA’s prorated ongoing administrative fee or 100 percent of the receiving PHA’s ongoing administrative fee).</p> <p>If both PHAs agree, the PHAs may negotiate a different amount of reimbursement.</p> <p style="text-align: center;">SNRHA Policy</p> <p>Unless the PHA negotiates a different amount of reimbursement with the initial PHA, the PHA will bill the initial PHA the maximum amount of administrative fees allowed, ensuring any administrative fee proration has been properly applied.</p> | | | |
| 11 | 1 | Added | <p>With HUD’s Final Rule dated March 8, 2016, entitled “Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule,” SNRHA may implement tri-annual reexaminations (or once every three [3] years.) SNRHA will continue to conduct annual reexaminations at this time.</p> | | | |
| 11 | 3 | Changed | <p>If adding a new family member due to birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency pregnancy or adoption by the head/co-head to the unit causes overcrowding according to the Housing Quality Standards (HQS) (see Chapter 8), SNRHA must issue the family a new voucher, and the family must try to find an acceptable unit as soon as possible.</p> | | | |
| | 4 | Changed | <p>SNRHA will not increase the voucher size when adding other adults shall not be provided when adding other adults to the family that are 18 or older or children that are not foster youth.</p> | | | |

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| | | | <p>SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.</p> <p>or children that are not foster youth or children for which the family has not signed SNRHA's guardianship form and submitted the required court awarded guardianship within 365 calendars.</p> | | | |
| | 10 | Changed | <p><u>SNRHA Policy</u> If a family reports a change that would result in an increase in the family share of the rent, but will not go into effective effect until the annual date, SNRHA will note the information in the tenant file, and send a no change letter.</p> <p>If a family reports a change that it was not required to report and that would result in a decrease in the family share of rent, SNRHA will conduct an interim reexamination. See Section 11-II.D. for effective dates.</p> | | ✓ | ✓ |
| | 11 | Added | SNRHA will accept required documentation by mail, fax, e-mail , or in person. | | ✓ | ✓ |
| 12 | 14 | Changed | <p><i>Confidentially of Criminal Records...</i> All criminal reports, while needed by the HPM Director of Housing Programs (DHP) or their designee for screening for criminal behavior, will be housed in a locked file cabinet with access restricted to individuals responsible for such screening.</p> | | | |
| 12 | 18 | Changed | <p>The family owes past due rent or other past due amounts, including in connection with HCV or public housing assistance under the 1937 Act.</p> <p>Breach of repayment agreement, to any PHA in connection with the HCV Certificate, Project based HCV Moderate Rehabilitation or public housing programs, unless the family repays the full amount of the debt no later than 14 calendar days from notification from SNRHA. This does not apply if the family is current with payments under an approved repayment agreement.</p> | | | |
| | 19 | Removed | Fails to take immediate possession of the unit after the execution of a contract unless written approval has been given by SNRHA. Immediate is defined as within 15 | | ✓ | ✓ |

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| | | | calendar days of the date that the unit has passed the initial HQS inspection. | | | |
| | 24 | Changed | HUD Veteran-Affair Supportive Housing (VASH) families and Family Unification Program (FUP) families... | | | |
| | 31 | Changed | <i>Evidence of Criminal Activity</i> The owner may terminate tenancy and evict by judicial action a family for criminal activity by a covered person if the owner determines they have engaged in the criminal activity, regardless of arrest or conviction and without satisfying the standard of proof used for a criminal conviction, except in certain incidents where the criminal activity directly relates to domestic violence, dating violence, sexual assault , or stalking and the tenant or an immediate member of the tenant's family an affiliated individual is the victim or threatened victim of the domestic violence, dating violence, sexual assault , or stalking. (See Section 12-II.E.). | | | |
| 13 | 4 | Changed | 13-I.C. OWNER RESPONSIBILITIES [24 CFR 982.452, Pub.L. 109-162] The basic owner responsibilities in the HCV program are outlined in the regulations as follows: <ul style="list-style-type: none"> • Complying with Performing all of the owner's obligations under the Housing Assistance Payments (HAP) contract and the lease | | | |
| 13 | 5 | Changed | <ul style="list-style-type: none"> • Making Allowing reasonable modifications to a dwelling unit occupied or to be occupied by a disabled person [24 CFR 100.203] | | | |
| 13 | 17 | Added | The new owner must complete any changes utilizing SNRHA's Landlord Portal by accessing the website at www.snrha.org. SNRHA will not accept hand-carried, faxed, or mailed documents. | |  |  |
| 14 | 4 | Added | Exception Payment Standards [982.503(c)] According to HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," the PHA may establish an exception payment standard of not more than 120 percent | | | |

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| | | | of the published FMR (fair market rent) if required as a reasonable accommodation in accordance with 24 CFR part 8 for a family that includes a person with a disability. Any unit approved under an exception payment standard must still meet the reasonable rent requirements found at 24 CFR 982.507. | | | |
| 14 | 10 | Removed | A determination that a certificate program family is residing in a unit with a larger number of bedrooms than appropriate for the family unit size under SNRHA's subsidy standards, ors the SNRHA determination to deny the family's request for exception from the standards | | | |
| 14 | 16 | Updated | <p><i>SNRHA Notice of Final Decision [24 CFR 982.555(f)]</i></p> <p>SNRHA is not bound by the decision of the hearing officer for matters in which SNRHA is not required to provide an opportunity for a hearing, decisions that exceed the authority of the hearing officer, decisions that conflict with or contradict HUD regulations, requirements, or are otherwise contrary to Federal, State or local laws. The Executive Director may overturn the decision of the hearing officer.</p> <p>HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," states the Hearing Officer's decision will be binding on the PHA unless SNRHA's Board of Commissioners determines that:</p> <ul style="list-style-type: none"> (1) The grievance does not concern PHA actions or failure to act in accordance with or involving the complainant's rights, duties, welfare, or status; or (2) The decision of the hearing officer is contrary to applicable Federal, State, local laws, HUD regulations, or requirement of the annual contribution contract between HUD and the PHA. <p>A decision by the hearing officer or a member of the Board of Commissioners in favor of the PHA or which denies the relief requested by the complainant in whole or in part will not constitute a waiver of, nor affect in any manner whatsoever, any rights the complainant may have to a trial de novo or judicial review in any judicial proceeding, which may thereafter be brought in the matter.</p> | | | |

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| 14 | 19 And 20 | Updated | <p><i>Recording of the Hearing</i> The family is entitled to have the hearing recorded by audiotape at their expense. SNRHA may, but is not required to, provide a transcript of the hearing.</p> <p>—SNRHA Policy</p> <p>—SNRHA will not provide a transcript of an audio taped hearing.</p> <p>HUD’s Final Rule dated March 8, 2016, entitled “Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule,” states the hearing officer must maintain a log of all hearings. HUD shall provide the details of that log at a future date and SNRHA shall ensure compliance. HUD has also clarified that any party may obtain a copy of the hearing transcript at their own expense. Therefore, SNRHA shall ensure all hearings are taped. The Hearing Officer’s decision will be binding on the PHA unless SNRHA’s Board of Commissioners determines that:</p> <ol style="list-style-type: none"> (1) The grievance does not concern PHA actions or failure to act in accordance with or involving the complainant’s rights, duties, welfare, or status; or (2) The decision of the hearing officer is contrary to applicable Federal, State, local laws, HUD regulations, or requirement of the annual contribution contract between HUD and the PHA. <p>A decision by the hearing officer or a member of the Board of Commissioners in favor of the PHA or which denies the relief requested by the complainant in whole or in part will not constitute a waiver of, nor affect in any manner whatsoever, any rights the complainant may have to a trial de novo or judicial review in any judicial proceeding, which may thereafter be brought in the matter.</p> <p>Per HUD’s Final Rule, hearings may not be postponed more than (5) five business days and all parties must be advised.</p> | | | |

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| 14 | 22 | Added | <p>Repayment Agreement [24 CFR 792.103].... Change of Head of Household (HoH)...</p> <p style="color: red;">In the event the HoH changes, and in order to retain the voucher and subsidy, the debt will be incurred by the new HoH.</p> <p style="color: red;">The new HOH will resign a repayment agreement with the incurred current balance.</p> | |  |  |
| 14 | 32 | Added | <p style="text-align: center;">PART VIII: DETERMINATION OF INSUFFICIENT FUNDING</p> <p style="text-align: center;">14-VIII.A. OVERVIEW</p> <p>The HCV regulations allow SNRHA to deny families permission to move (which includes portability) and to terminate Housing Assistance Payments (HAP) contracts if funding under the consolidated ACC is insufficient to support continued assistance [24 CFR 982.3454(e)(1) and 982.454]. If a PHA denies a family a portability move based on insufficient funding, SNRHA is required to notify the local HUD office within 10 business days [24 CFR 982.354]. Insufficient funding may also impact SNRHA’s ability to issue vouchers to families on the waiting list.</p> | | | |
| 17 | 6 | Added | <p>SNRHA-owned Units [24 CFR 983.51(e) and, 983.59, and Notice PIH 2015-05]</p> <p style="color: red;">In the case of SNRHA-owned units, the term of the HAP contract and any HAP contract renewal must be agreed upon by the PHA and a HUD-approved independent entity (such as a licensed, state-certified appraiser.) In addition, an independent entity must determine the rent to owner, the redetermined rent to owner, and reasonable rent. Housing Quality Standards (HQS) inspections must also be conducted by an independent entity. the initial contract rent must be approved by an independent entity based on an appraisal by a licensed, state-certified appraiser.</p> | | | |

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| 17 | 10 | Removed / Added | <p>Exceptions to 25 Percent per Project Cap [24 CFR 983.56(b)]</p> <p><u>SNRHA Policy</u> SNRHA will not provide PBV assistance for excepted units.</p> <p>Supportive services include services such as employment and training, counseling, case management, financial, and social services, or other services as deemed appropriate for the population served, provided by SNRHA or other public or private agencies. At least one member of each family must participate in at least one session of a provided service.</p> | | | |
| 17 | 11 | Removed / Added | <p>Promoting Partially-Assisted Projects [24 CFR 983.56(c)]</p> <p><u>SNRHA Policy:</u> SNRHA will not provide assistance for excepted units. Beyond that, SNRHA will not impose any further cap on the number of PBV units assisted per project.</p> <p>Supportive services include services such as employment and training, counseling, case management, financial, and social services, or other services as deemed appropriate for the population served, provided by SNRHA or other public or private agencies. At least one member of each family must participate in at least one session of a provided service.</p> | | | |
| 17 | 15 | Added | <p>Project Based Annual Inspections [24 CFR 983.103(d)]</p> <p>If more than 20 percent of the annual sample of inspected contract units in a building fails the initial inspection, SNRHA must reinspect 100 percent of the contract units in the building.</p> <p>SNRHA shall limit contributions of vouchers to no more than 75% of all units within a new development.</p> | | | |

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| 17 | 16 | Added | <p>17-IV.B. AGREEMENT TO ENTER INTO HAP CONTRACT</p> <p>In order to offer PBV assistance in rehabilitated or newly constructed units, SNRHA must enter into an agreement to enter into HAP contract (Agreement) with the owner of the property. The Agreement must be in the form required by HUD [24 CFR 983.152(ab)].</p> <p style="color: red;">The PHA may not enter into an Agreement if commencement of construction or rehabilitation has commenced after proposal submission [24 CFR 983.152(c)]. Construction begins when excavation or site preparation (including clearing of the land) begins for the housing. Rehabilitation begins with the physical commencement of rehabilitation activity on the housing.</p> | | | |
| 17 | 24 | Added | SNRHA will also establish and manage separate waiting lists for the following Rental Assistance Demonstration (RAD) Program conversion to PBV assistance properties: | | ✓ | ✓ |
| 17 | 39 And 40 | Added | <p style="color: red;">According to HUD’s Final Rule dated March 8, 2016, entitled “Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule,” the PHA may elect to establish policies regarding the frequency of utility reimbursement payments (URP) for payments made to the family,</p> <ol style="list-style-type: none"> 1. The PHA will have the option of making URPs not less than each calendar-year quarter for reimbursements. In the event a family leaves the program in advance of its next quarterly reimbursement, the PHA would be required to reimburse the family for a prorated share of the applicable reimbursement. PHAs exercising this option must have a hardship policy in place for participants. 2. If the PHA elects to pay the utility supplier directly, the PHA must notify the family of the amount paid to the utility supplier. <p style="color: red;">At this time, SNRHA will continue issuing monthly checks for utility reimbursement.</p> | | | |
| 18 | All | Added | <p>Added Footer:</p> <p>© Copyright 2016 Nan McKay & Associates, Inc. 18-1 Admin Plan June 2016 Unlimited copies may be made for internal use.</p> | | | |
| 18 | 3 | Updated | <p>PROGRAM SIZE</p> <p>The minimum program size for the FSS Program of Southern Nevada Regional Housing Authority (SNRHA) is 328 140 mandatory slots as of February 2016. 17 open mandatory PH slots and 196 voluntary slots (as of January 1, 2015.)</p> | | | |

Housing Programs – Administrative Plan

Proposed Changes from 2015 to 2016

| Chapter | Page | Added, Removed, or Updated | Summary of Change or Addition | Changes to Forms/ Brochures | Training Required/ Training Manual Changes | Changes to SOP |
|---------|------|----------------------------------|---|-----------------------------------|--|-------------------|
| | 4 | Updated | ESTIMATE OF POTENTIAL PARTICIPATING FAMILIES: SNRHA owns 2,870 2,882 Public Housing units and administers 11,013 Housing Choice Vouchers which together provide housing assistance to over 32,600 residents. | | | |

DRAFT

| | |
|--------------------|---|
| MSA | Metropolitan Statistical Area (established by the U.S. Census Bureau) |
| MTCS | Multi-family Tenant Characteristics System (now the Form HUD-50058 sub-module of the PIC system) |
| MTW | Moving to Work |
| NOFA | Notice of Funding Availability |
| OIG | Office of Inspector General |
| OMB | Office of Management and Budget |
| PHA | Public Housing Agency |
| PIC | PIH Information Center |
| PIH | (HUD Office of) Public and Indian Housing |
| PS | Payment Standard |
| QC | Quality Control |
| QHWRA | Quality Housing and Work Responsibility Act of 1998 (also known as the Public Housing Reform Act) |
| REAC | (HUD) Real Estate Assessment Center |
| RFP | Request for Proposals |
| RFTA | Request for Tenancy Approval |
| RIGI | Regional Inspector General for Investigation (handles fraud and program abuse matters for HUD at the regional office level) |
| SEMAP | Section Eight (8) Management Assessment Program |
| SRO | Single Room Occupancy |
| SSA | Social Security Administration |
| SSI | Supplemental Security Income |
| TANF | Temporary Assistance for Needy Families |
| TBRA | Tenant Based Rental Assistance |
| TPV | Tenant Protection Vouchers |
| TR | Tenant Rent |
| TTP | Total Tenant Payment |
| UA | Utility Allowance |
| UIV | Upfront Income Verification |
| URP | Utility Reimbursement Payment |
| <u>VASH</u> | <u>Veteran Affairs Supportive Housing</u> |
| VAWA | Violence Against Women Reauthorization Act of 2005 |
| <u>VMS</u> | <u>Voucher Management System</u> |

Reasonable rent. A rent to owner that is not more than rent charged: (1) For comparable units in the private unassisted market; and (2) For comparable unassisted units in the premises.

Reasonable Accommodation. A change, exception, or adjustment to a rule, policy, practice or service to allow a person with disabilities to fully access the PHA's programs or services.

Receiving PHA. In portability: A PHA that receives a family selected for participation in the tenant-based program of another PHA. The receiving PHA issues a voucher and provides program assistance to the family.

Recertification. Sometimes called reexamination. The process of securing documentation of total family income used to determine the rent the tenant will pay for the next 12 months if there are no additional changes to be reported.

Remaining Member of Tenant Family. The person left in assisted housing who may or may not normally qualify for assistance on their own circumstances (i.e., an elderly spouse dies, leaving widow age 47 who is not disabled).

Rent to owner. The total monthly rent payable to the owner under the lease for the unit (also known as contract rent). Rent to owner covers payment for any housing services, maintenance and utilities that the owner is required to provide and pay for.

Residency Preference. A PHA preference for admission of families that reside anywhere in a specified area, including families with a member who works or has been hired to work in the area ("residency preference area").

Residency Preference Area. The specified area where families must reside to qualify for a residency preference.

Responsible entity. For the public housing and the Section 8 tenant-based assistance, project-based certificate-voucher assistance, and moderate rehabilitation programs, the responsible entity means the PHA administering the program under an ACC with HUD. For all other Section 8 programs, the responsible entity means the Section 8 owner.

Secretary. The Secretary of Housing and Urban Development.

Section 8. Section 8 of the United States Housing Act of 1937.

Section 8 covered programs. All HUD programs which assist housing under Section 8 of the 1937 Act, including Section 8 assisted housing for which loans are made under section 202 of the Housing Act of 1959.

Section 214. Section 214 of the Housing and Community Development Act of 1980, as amended

Section 214 covered programs is the collective term for the HUD programs to which the restrictions imposed by Section 214 apply. These programs are set forth in 24 CFR §5.500.

Security Deposit. A dollar amount (maximum set according to the regulations) which can be used for unpaid rent or damages to the owner upon termination of the lease.

Set-up charges. In a manufactured home space rental: Charges payable by the family for assembling, skirting and anchoring the manufactured home.

Shared housing. A unit occupied by two or more families. The unit consists of both common space for shared use by the occupants of the unit and separate private space for each assisted family. A special housing type: see §982.615 to §982.618.

Single Person. A person living alone or intending to live alone.

Single room occupancy housing (SRO). A unit that contains no sanitary facilities or food preparation facilities, or contains either, but not both, types of facilities. A special housing type: see §982.602 to §982.605.

Social Security Number (SSN). The nine-digit number that is assigned to a person by the Social Security Administration and that identifies the record of the person's earnings reported to the Social Security Administration. The term does not include a number with a letter as a suffix that is used to identify an auxiliary beneficiary.

Special admission. Admission of an applicant that is not on the PHA waiting list or without considering the applicant's waiting list position.

Special housing types. See subpart M of part 982. Subpart M states the special regulatory requirements for: SRO housing, congregate housing, group homes, shared housing, cooperatives (including mutual housing), and manufactured homes (including manufactured home space rental).

Specified Welfare Benefit Reduction. Those reductions of welfare benefits (for a covered family) that may not result in a reduction of the family rental contribution. A reduction of welfare benefits because of fraud in connection with the welfare program, or because of welfare sanction due to noncompliance with a welfare agency requirement to participate in an economic self-sufficiency program.

Spouse. The marriage partner of the head of household.

Stalking. To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person.

State Wage Information Collection Agency (SWICA). The state agency, including any Indian tribal agency, receiving quarterly wage reports from employers in the state, or an alternative system that has been determined by the Secretary of Labor to be as effective and timely in providing employment-related income and eligibility information.

Subsidy standards. Standards established by a PHA to determine the appropriate number of bedrooms and amount of subsidy for families of different sizes and compositions.

Suspension. Stopping the clock on the term of a family's voucher after the family submits a request for approval of the tenancy. If the PHA decides to allow extensions or suspensions of the voucher term, the PHA administrative plan must describe how the PHA determines whether to grant extensions or suspensions, and how the PHA determines the length of any extension or suspension. The term on the family's voucher stops from the date the family submits a request for PHA approval of the tenancy, until the date the PHA notifies the family in writing whether the request has been approved or denied. This practice is also called "tolling".

Tax Credit Rent. With regard to certain tax credit units, the rent charged for comparable units of the same bedroom size in the building that has receive low-income housing tax credits but do not have any additional rental assistance (e.g. tenant-based voucher assistance).

Tenancy Addendum. For the Housing Choice Voucher Program, the lease language required by HUD in the lease between the tenant and the owner.

Tenant. The person or persons (other than a live-in aide) who executes the lease as lessee of the dwelling unit.

Tenant rent to owner. See “Family rent to owner”.

Term of Lease. The amount of time a tenant agrees in writing to live in a dwelling unit.

Total Tenant Payment (TTP). The total amount the HUD rent formula requires the tenant to pay toward rent and utilities.

Unit. Residential space for the private use of a family. The size of a unit is based on the number of bedrooms contained within the unit and generally ranges from zero (0) bedrooms to six (6) bedrooms.

Utility allowance. If the cost of utilities (except telephone) and other housing services for an assisted unit is not included in the tenant rent but is the responsibility of the family occupying the unit, an amount equal to the estimate made or approved by a PHA or HUD of the monthly cost of a reasonable consumption of such utilities and other services for the unit by an energy-conservative household of modest circumstances consistent with the requirements of a safe, sanitary, and healthful living environment.

Utility reimbursement. In the voucher program, the portion of the housing assistance payment which exceeds the amount of rent to owner.

Utility hook-up charge. In a manufactured home space rental: Costs payable by a family for connecting the manufactured home to utilities such as water, gas, electrical and sewer lines.

Very Low Income Family. A low-income family whose annual income does not exceed 50% of the median income for the area, as determined by HUD, with adjustments for smaller and larger families. HUD may establish income limits higher or lower than 50% of the median income for the area on the basis of its finding that such variations are necessary because of unusually high or low family incomes. This is the income limit for the housing choice voucher program.

Veteran. A person who has served in the active military or naval service of the United States at any time and who shall have been discharged or released therefrom under conditions other than dishonorable.

Violence Against Women Reauthorization Act (VAWA) of 2013. Prohibits denying admission to the program to an otherwise qualified applicant or terminating assistance on the basis that the applicant or program participant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

Violent criminal activity. Any illegal criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force against the person or property of another.

Voucher (Housing Choice Voucher). A document issued by a PHA to a family selected for admission to the housing choice voucher program. This document describes the program and the procedures for PHA approval of a unit selected by the family. The voucher also states obligations of the family under the program.

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| <p>HUD-50058 Instruction Booklet http://portal.hud.gov/hudportal/documents/huddoc?id=50058i.pdf</p> |
| <p>HUD Final Rule, Streamlining Administrative Regulations https://www.gpo.gov/fdsys/pkg/FR-2016-03-08/pdf/2016-04901.pdf</p> |
| <p>Joint Statement of the Department of Housing and Urban Development and the Department of Justice, issued May 17, 2004 http://www.hud.gov/offices/fheo/library/huddojstatement.pdf</p> |
| <p>Notice of Guidance to Federal Assistance Recipients Regarding Title VI Prohibition Affecting Limited English Proficient Persons, published December 19, 2003 http://www.hud.gov/offices/fheo/promotingfh/FederalRegistepublishedguidance.pdf</p> |
| <p>Notice PIH 2012-10, Verification of Social Security Numbers (SSNs) and Supplemental Security Income (SSI) Benefits; and Effective Use of the Enterprise Income Verification (EIV) System's Identity Verification Report http://portal.hud.gov/huddoc/pih2012-10.pdf</p> |
| <p>Notice PIH 2010-19, Administrative Guidance for Effective and Mandated Use of the Enterprise Income Verification (EIV) System http://www.hud.gov/offices/pih/publications/notices/10/pih2010-19.pdf</p> |
| <p>Notice PIH 2010-26 (HA), Nondiscrimination and Accessibility Notice http://www.hud.gov/offices/pih/publications/notices/10/pih2010-26.pdf</p> |
| <p>OMB Circular A-133 http://www.whitehouse.gov/omb/circulars/a133_compliance_supplement_2010</p> |
| <p>Project-Based Voucher Program; Final Rule http://www.gpo.gov/fdsys/pkg/FR-2005-10-13/pdf/05-20035.pdf</p> |
| <p>Rental Housing Integrity Improvement Program (RHIP) Frequently Asked Questions. www.hud.gov/offices/pih/programs/ph/rhiip/faq.cfm</p> |
| <p>VAWA Final Rule http://www.gpo.gov/fdsys/pkg/FR-2010-10-27/pdf/2010-26914.pdf</p> |
| <p>Violence Against Women Reauthorization Act of 2013 https://www.gpo.gov/fdsys/pkg/BILLS-113s47enr/pdf/BILLS-113s47enr.pdf</p> |
| <p>Verification FAQ www.hud.gov/offices/pih/programs/ph/rhiip/faq_verif.cfm</p> |
| <p>Verification Guidance, March 2004 (attachment to Notice PIH 2004-1) http://www.hud.gov/offices/pih/publications/notices/04/verifguidance.pdf</p> |

The HUD Web site is <http://portal.hud.gov/hudportal/HUD>.

Guidebooks, handbooks and other HUD resources may be found at the HUDClips Web site:
http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips



Identifying each dependent in the family is important because each dependent qualifies the family for a deduction from annual income as described in Chapter 6.

Joint Custody of Dependents

SNRHA Policy

Dependents that are subject to a joint custody arrangement will be considered a member of the family, if they live with the applicant or participant family 51 percent of the time which shall be defined as 183 calendar days of the year, which do not have to run consecutively.

When more than one applicant or participant family is claiming the same dependents as family members, the family with primary custody at the time of the initial examination or reexamination will be able to claim the dependents. ~~SNRHA will require a self-certification from the head of household who claim joint custody or temporary guardianship or proof of custody if there is a dispute. After 365 calendar days, a court awarded guardianship must be submitted. If there is a dispute about which family should claim them,~~ SNRHA will make the determination based on available documents such as court orders.

Consideration may also be given to the person who receives the income for the care of the child.

3-I.G. FULL-TIME STUDENT [24 CFR 5.603; HCV GB, p. 5-29]

A *full-time student* (FTS) is a person who is attending school or vocational training on a full-time basis. The time commitment or subject load that is needed to be full-time is defined by the educational institution.

Identifying each FTS is important because: (1) each family member that is an FTS, other than the head, spouse, or co-head, qualifies the family for a dependent deduction, and (2) the wage income of such an FTS is treated differently from the income of other family members.

3-I.H. ELDERLY AND NEAR-ELDERLY PERSONS, AND ELDERLY FAMILY [24 CFR 5.100 and 5.403]

Elderly Persons

An *elderly person* is a person who is at least 62 years of age.

Near-Elderly Persons

A *near-elderly person* is a person who is 50-61 years of age.

Elderly Family

An *elderly family* is one in which the head, spouse, cohead, or sole member is an elderly person. Identifying elderly families is important because these families qualify for special deductions from income as described in Chapter 5.



3-I.I. PERSONS WITH DISABILITIES AND DISABLED FAMILY [24 CFR 5.403]FR Notice 02/02/12

Persons with Disabilities

Under the HCV program, special rules apply to persons with disabilities and to any family whose head, spouse, or co-head is a person with disabilities. The technical definitions of individual with disabilities are provided in Exhibit 3-1 at the end of this chapter. These definitions are used for a number of purposes including ensuring that persons with disabilities are not discriminated against based upon disability.

As discussed in Chapter 2, SNRHA must make all aspects of the HCV program accessible to persons with disabilities and consider reasonable accommodations requested based upon a person's disability.

Disabled Family

A *disabled family* is one in which the head, spouse, or co-head is a person with disabilities. Identifying disabled families is important because these families qualify for special deductions from income as described in Chapter 5.

Even though persons with drug or alcohol dependencies are considered persons with disabilities for the purpose of non-discrimination, this does not prevent SNRHA from denying assistance for reasons related to alcohol and drug abuse following policies found in Part III of this chapter, or from terminating assistance following the policies in Chapter 12.

3-I.J. GUESTS [24 CFR 5.100]

A *guest* is a person temporarily staying in the unit with the consent of a member of the household who has express or implied authority to so consent.

SNRHA Policy

A guest can remain in the assisted unit no longer than 30 consecutive calendar days or a total of 60 cumulative calendar days during any 12-month period. A verified full-time college student may be a guest up to 90 consecutive calendar days. A minor with whom the family has shared custody shall be a guest up to 180 calendar days.

Children who are subject to a joint custody arrangement or for whom a family has visitation privileges, that are not included as a family member because they live outside of the assisted household more than 50 percent of the time, are not subject to the time limitations of guests as described above.

A family may request an exception to this policy for valid reasons (e.g., care of a relative recovering from a medical procedure is expected to last 40 consecutive calendar days). An exception will not be made unless the family can identify and provide documentation of the residence to which the guest will return. Approvals must be done, in writing prior to the guest remaining in the unit past 30 consecutive calendar days. The exception will be when guardianship is being processed and SNRHA has documents from the courts ~~the~~ to verify the process has begun.



SNRHA Policy

SNRHA will not provide assistance to a family before the verification of the eligible citizenship status of at least one family member. The eligible member does not have to be an adult in order for SNRHA to assist the family.

When SNRHA determines that an applicant family does not include any citizens, nationals, or eligible noncitizens, following the verification process, the family will be sent a written notice within 10 business days of the determination.

The notice will explain the reasons for the denial of assistance, that the family may be eligible for proration of assistance, and will advise the family of its right to request an appeal to the United States Citizenship and Immigration Services (USCIS), or to request an informal hearing with SNRHA. The informal hearing with SNRHA may be requested in lieu of the USCIS appeal, or at the conclusion of the USCIS appeal process. The notice must also inform the applicant family that assistance may not be delayed until the conclusion of the USCIS appeal process, but that it may be delayed pending the completion of the informal hearing process.

Informal hearing procedures are contained in Chapter 14.

Timeframe for Determination of Citizenship Status [24 CFR 5.508(g)]

For new occupants joining the assisted family, SNRHA must verify status at the first interim or regular reexamination following the person's occupancy, whichever comes first.

If an individual qualifies for a time extension for the submission of required documents, SNRHA must grant such an extension for no more than 30 calendar days [24 CFR 5.508(h)].

SNRHA Policy

SNRHA will verify the status of applicants at the time other eligibility factors are determined.

3-II.C. SOCIAL SECURITY NUMBERS [24 CFR 5.216 and 5.218] Notice PIH 2012-10

SNRHA will require the disclosure of the SSN of all family members regardless of age if they have declared citizenship or eligible immigration status.

SNRHA Policy

SNRHA will follow this requirement.

Assistance cannot be provided to a family until all SSN documentation requirements are met. A detailed discussion of acceptable documentation is provided in Chapter 6.

If a new **adult** member is added to the family, the new member's SSN documentation must be submitted by the family at the time they are added to the household. If any member of the family obtains a previously undisclosed SSN, or has been assigned a new SSN, the documentation must be submitted within **30-90** calendar days, ~~or any approved extensions. Extensions shall not be for more than 60 additional calendar days.~~



According to HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing, Housing Choice Voucher Final Rule," participants adding children under the age of six (6), SNRHA shall require a social security card be provided within 90 days from the date of move in.

~~A detailed discussion of acceptable documentation is provided in Chapter 6.~~

SNRHA must deny assistance to an applicant family if they do not meet the SSN disclosure, documentation and verification, and certification requirements contained in 24 CFR 5.216. SNRHA must terminate assistance of the entire family even if only one member of the family fails to provide required documentation for a social security number. Note: These requirements do not apply to noncitizens who do not content eligible immigration status.

3-II.D. FAMILY CONSENT TO RELEASE OF INFORMATION [24 CFR 5.230, HCV GB, p. 5-13]

HUD requires each adult family member, and the head of household, spouse, or co-head, regardless of age, to sign form HUD-9886, Authorization for the Release of Information/Privacy Act Notice, and other consent forms as needed to collect information relevant to the family's eligibility and level of assistance. Chapter 6 provides detailed information concerning the consent forms and verification requirements.

SNRHA must deny admission to the program if any member of the applicant family fails to sign and submit the consent forms for obtaining information in accordance with 24 CFR 5, Subparts B and F [24 CFR 982.552(b)(3)].

3-II.E. STUDENTS ENROLLED IN INSTITUTIONS OF HIGHER EDUCATION [24 CFR 5.612 and FR Notice 4/10/06]

Section 327 of Public Law 109-115 and the implementing regulation at 24 CFR 5.612 established new restrictions related to the eligibility of certain students (both part- and full-time) who are enrolled in institutions of higher education.

If a student enrolled at an institution of higher education is under the age of 24, is not a veteran, is not married, and does not have a dependent child, the student's eligibility must be examined along with the income eligibility of the student's parents. In these cases, both the student and the student's parents must be income eligible for the student to receive HCV assistance. If, however, a student in these circumstances is determined independent from his/her parents in accordance with SNRHA policy, the income of the student's parents will not be considered in determining the student's eligibility.

The new law does not apply to students who reside with parents who are applying to receive HCV assistance. It is limited to students who are seeking assistance on their own, separately from their parents.

Definitions

In determining whether and how the new eligibility restrictions apply to a student, SNRHA will rely on the following definitions [FR 4/10/06, p. 18148].



Currently engaged in is defined as any use of illegal drugs during the previous six months.

- SNRHA has reasonable cause to believe that any household member's current use or pattern of use of illegal drugs, or current abuse or pattern of abuse of alcohol, may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents.
- Any household member has ever been convicted of drug-related criminal activity for the production or manufacture of methamphetamine on the premises of federally assisted housing (including Public Housing, Section 8 Tenant-Based or Project-Based Units.)
- Any household member is subject to a lifetime registration requirement under a state sex offender registration program.
- Failure to provide verification of social security number as required by HUD via HUD's Rent Reform Notice effective January 2010.

SNRHA's policy as relates to mandatory denial of assistance is found in Chapter 12, Part I.

3-III.C. OTHER PERMITTED REASONS FOR DENIAL OF ASSISTANCE

HUD permits, but does not require, the PHA to deny assistance for certain criminal activity.

SNRHA's policy as relates to permitted reasons for denial of assistance is found in Chapter 12, Part I.

3-III.D. SCREENING

Screening for Eligibility

SNRHA is authorized to obtain criminal conviction records from law enforcement agencies to screen applicants for admission to all SNRHA subsidized programs. This authority assists SNRHA in complying with HUD requirements and SNRHA policies to deny assistance to applicants who are engaging in or have engaged in certain criminal activities. In order to obtain access to the records SNRHA must require every applicant family to submit a consent form signed by each adult household member [24 CFR 5.903].

SNRHA Policy

SNRHA will perform a criminal background check through law enforcement for every adult household member except Veteran Affairs Supportive Housing (VASH) applicants. For VASH, only sex offender information shall be considered. SNRHA shall use the DRU Sjodin National Sex Offender Public Website (NSOPW) database encouraged by HUD in PIH Notice 2012-28 at <http://www.nsopw.gov>.

SNRHA shall complete fingerprints and will request information from the National Crime Information Center (NCIC) using a third party vendor for criminal background checks.

SNRHA will perform a check on the National Sex Offenders web site for every adult household member as well as a State Lifetime Sex Offender Registration check to determine whether any household member is subject to a lifetime registration



subject of the record [24 CFR 5.903 (f) and 5.905 (d)] and SNRHA must give the family an opportunity to dispute the accuracy and relevance of that record, in the informal review process in accordance with program requirements [24 CFR 982.553(d)].

SNRHA Policy

If based on a criminal record or sex offender registration information, an applicant family appears to be ineligible SNRHA will notify the family in writing of the denial and provide a copy of the record to the applicant upon their request. The letter will advise the applicant of their right to dispute the accuracy and relevance of the record, and shall further advise the applicant of their rights to request an informal review of the intended denial action. The record will be provided to the applicant in person upon presentation of valid government-issued photo identification. The family will be given 10 business days to dispute the accuracy and relevance of the information. If the family does not contact SNRHA to dispute the information within that 10 business day period, SNRHA will proceed with issuing the notice of denial of admission. A family that does not exercise their right to dispute the accuracy of the information prior to issuance of the official denial letter will still be given the opportunity to do so as part of the informal review process.

Notice requirements related to denying assistance to noncitizens are contained in Section 3-II.B.

Notice policies related to denying admission to applicants who may be victims of domestic violence, dating violence, or stalking are contained in Section 3-III.G.

3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING [Pub.L. 109-162]

The Violence Against Women Reauthorization Act of 2005 (VAWA) prohibits denial of admission to an otherwise qualified applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking. Specifically, Section 606(1) of VAWA adds the following provision to Section 8 of the U.S. Housing Act of 1937, which lists contract provisions and requirements for the housing choice voucher program:

- That an applicant or participant is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate reason for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission.
- Additionally, VAWA 2013, extends housing protections to survivors of sexual assault, adds “intimate partner” to the list of eligible relations covered in the definition of domestic violence.

Definitions

As used in VAWA:

- The term domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a



The caretaker will be allowed to remain in the unit, as a visitor, until a determination of custody is made but this shall not exceed ~~365-120~~ calendar days.

SNRHA must receive court awarded guardianship or custody within ~~365-120~~ calendar days or must withdraw the assistance.

When SNRHA approves a person to reside in the unit as caretaker for the child(ren), the income should not be counted pending a final disposition. SNRHA will work with the appropriate service agencies and the landlord to provide a smooth transition in these cases.

Unauthorized Residents [24 CFR 551(h)(2)]

Only household members listed on the HUD 50058 are permitted to reside in the assisted unit.

SNRHA Policy

Adults who reside in the assisted unit, for more than thirty (30) consecutive calendar days or for a minimum period of sixty (60) cumulative calendar days during a twelve (12) month period and are not listed on the HUD 50058 form, will be deemed unauthorized residents, unless SNRHA has provided prior approval and is in the process of said resident being evaluated for eligibility.

In those cases where SNRHA has reason to believe that the family has an unauthorized resident in the assisted unit, a family must demonstrate that the person is not an unauthorized resident by submitting at least one of the following:

1. A written notarized statement from the landlord
2. A legible copy of the person's current driver's license or State identification or vehicle registration which is current.
3. A lease in their name at another address shall be the most prudent choice of evidence.
4. Mail sent to the assisted unit may be considered as unauthorized occupancy.

The burden of proof that the individual is a visitor rests on the family. In the absence of such proof, the individual will be considered an unauthorized member of the household and SNRHA will terminate assistance since prior approval was not requested for the addition.

Minors and College Students:

SNRHA Policy

Minors and college students who were part of the family but who now live away from home during the school year **and** are no longer on the lease may visit for up to 90 days per year.

Reporting Absences to SNRHA

SNRHA Policy

If a family member leaves the household, the family must report this change to SNRHA, in writing, within 10 calendar days of the change and certify as to whether the member is temporarily absent or permanently absent. Additionally, prior to the family leaving the



unit for more than 30 calendar days they must notify SNRHA in writing or other method as needed for a disabled person.

SNRHA will conduct an interim evaluation for changes which affect the Total Tenant Payment in accordance with the interim policy.

Temporary Guardianship

SNRHA Policy

SNRHA shall require participants who are requesting to add family members that are minors and who are not their children by birth, ~~or~~ foster care, court awarded custody, or court awarded guardianship to sign SNRHA's ~~guardianship forms~~ certifying they have the child(ren) parent's consent to care for the child full-time. The family must also provide proof of income for the care of the child such as TANF payment or other support, if any income is being received by an adult for the care of the child. The family member must be the payee. School record (if the child is of school age), must be provided to document the subsidized residence as the record of enrollment for the child(ren). ~~Interim re-verification that the child is still in the unit shall be required every 180 calendar days unless the head or household gains legal guardianship or custody of the child(ren).~~

SNRHA shall verify through welfare and the district attorney's office any payments being made for children residing in its HCV subsidized units.

SNRHA will not accept temporary guardianship for the purpose of dependent deductions and/or occupancy subsidy.

SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.

~~SNRHA shall provide 365 day Guardianship Form to extend approved visitors stay.~~

SNRHA shall not approve additions for any reason if it will result in overcrowding as defined in HUD regulations.

5.I.D. ANTICIPATING ANNUAL INCOME

SNRHA is required to count all income "anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date" [24 CFR 5.609(a)(2)]. The exception to this will be for elderly and disabled families with "fixed non-waged income". Policies related to anticipating annual income are provided below.

Basis of Annual Income Projection

SNRHA generally will use current circumstances to determine anticipated income for the coming 12-month period. HUD authorizes SNRHA to use other than current circumstances to anticipate income when:



Eligibility

This disallowance applies only to individuals in families already participating in the HCV program (not at initial examination). To qualify, the family must experience an increase in annual income that is the result of one of the following events:

- Employment of a family member who is a person with disabilities and who was previously unemployed for one or more years prior to employment. *Previously unemployed* includes a person who annually has earned not more than the minimum wage applicable to the community multiplied by 500 hours. The applicable minimum wage is the federal minimum wage unless there is a higher state or local minimum wage.
- Increased earnings by a family member who is a person with disabilities and whose earnings increase during participation in an economic self-sufficiency or job-training program. A self-sufficiency program includes a program designed to encourage, assist, train, or facilitate the economic independence of HUD-assisted families or to provide work to such families [24 CFR 5.603(b)].
- New employment or increased earnings by a family member who is a person with disabilities and who has received benefits or services under Temporary Assistance for Needy Families (TANF) or any other state program funded under Part A of Title IV of the Social Security Act within the past six months. If the benefits are received in the form of monthly maintenance, there is no minimum amount. If the benefits or services are received in a form other than monthly maintenance, such as one-time payments, wage subsidies, or transportation assistance, the total amount received over the six-month period must be at least \$500.

Calculation of the Disallowance

Calculation of the earned income disallowance for an eligible member of a qualified family begins with a comparison of the member's current income with his or her "prior income."

SNRHA Policy

SNRHA defines *prior income*, or *prequalifying income*, as the family member's last certified income prior to qualifying for the EID.

The family member's prior, or prequalifying, income remains constant throughout the period that he or she is receiving the EID.

Earned Income Disregard (EID)

With HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," the requirements changed that families maintain continual employment in order to obtain EID benefits over a straight 24-month period. The Final Rule removes this requirement for continuous employment and benefits now applies for a straight 24 month period, with a clear start and end date, irrespective of whether a family maintains continual employment during the 24 months period. SNRHA shall not track start and stop time of employments but shall track start date, the 12-month date (on which the amount of the disregard may change from 100 percent to not less than 50% of earned income) and the 24-



month end date. For families enrolled prior to the effective date of this regulation (March 8, 2016) the previous requirement shall continue.

Initial 12-Month Exclusion

During the initial 12-month exclusion period, the full amount (100 percent) of any increase in income attributable to new employment or increased earnings is excluded. ~~The 12 months are cumulative and need not be consecutive.~~

SNRHA Policy

The initial EID exclusion period will begin on the first of the month following the date an eligible member of a qualified family is first employed or first experiences an increase in earnings whether the family reports the earnings or not.

Second 12-Month Exclusion and Phase-In

During the second 12-month exclusion period, the exclusion is reduced to half (50 percent) of any increase in income attributable to employment or increased earnings. ~~The 12 months are cumulative and need not be consecutive.~~

Lifetime Limitation

The EID has a ~~four~~two-year (~~48-24 month) lifetime maximum. The ~~four~~two-year eligibility period begins at the same time the initial exclusion period begins and ends ~~48-24~~ months later. The one-time eligibility for the EID applies even if the eligible individual begins to receive assistance from another housing agency, if the individual moves between public housing and Section 8 assistance, or if there are breaks in assistance.~~

SNRHA Policy

~~During the 48 month eligibility period, SNRHA will schedule and conduct an interim reexamination each time there is a change in the family member's annual income that affects or is affected by the EID (e.g., when the family member's income falls to a level at or below his/her prequalifying income, when one of the exclusion periods ends, and at the end of the lifetime maximum eligibility period). Any changes to the family income or composition must still be reported by the family within ten (10) calendar days of the change.~~

5-I.G. BUSINESS INCOME [24 CFR 5.609(b)(2)]

Annual income includes "the net income from the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family" [24 CFR 5.609(b)(2)].



contributions of monetary gifts for less than 2 months within a calendar year and not made for two consecutive months. Additionally, sporadic income will be defined as earned income of less than 5 hours per month for no more than two consecutive months. (See Chapter 6 on "Verification Procedures" for further definition.)

If the family's expenses exceed its known income, SNRHA will question the family about contributions and gifts.

For contributions that may vary from month to month (e.g., utility payments), SNRHA will include an average amount based upon past history.

5-I.M. STUDENT FINANCIAL ASSISTANCE [24 CFR 5.609(b)(9)]

In 2005, Congress passed a law (for section 8 programs only) requiring that certain student financial assistance be included in annual income. Prior to that, the full amount of student financial assistance was excluded. For some students, the full exclusion still applies.

Student Financial Assistance Included in Annual Income [24 CFR 5.609(b)(9) and FR 4/10/06]

The regulation requiring the inclusion of certain student financial assistance applies only to students who satisfy all of the following conditions:

- They are enrolled in an institution of higher education, as defined under the Higher Education Act (HEA) of 1965.
- They are seeking or receiving Section 8 assistance on their own—that is, apart from their parents—through the HCV program, ~~the project-based certificate program~~, the project-based voucher program, or the moderate rehabilitation program.
- They are under 24 years of age **OR** they have no dependent children.

For students who satisfy these three (3) conditions, any financial assistance in excess of tuition received: (1) under the 1965 HEA, (2) from a private source, or (3) from an institution of higher education, as defined under the 1965 HEA, must be included in annual income.

To determine annual income in accordance with the above requirements, SNRHA will use the definitions of *dependent child*, *institution of higher education*, and *parents* in Section 3-II.E, along with the following definitions [FR 4/10/06, pp. 18148-18150]:

- *Assistance under the Higher Education Act of 1965* includes Pell Grants, Federal Supplement Educational Opportunity Grants, Academic Achievement Incentive Scholarships, State Assistance under the Leveraging Educational Assistance Partnership Program, the Robert G. Byrd Honors Scholarship Program, and Federal Work Study programs.
- *Assistance from private sources* means assistance from nongovernmental sources, including parents, guardians, and other persons not residing with the student in an HCV assisted unit.
- *Tuition* will have the meaning given this term by the institution of higher education in which the student is enrolled.

Student Financial Assistance Excluded from Annual Income [24 CFR 5.609(c)(6)]



- (s) Allowances, earnings and payments to individuals participating in programs under the Workforce Investment Act of 1998 (29 U.S.C. 2931).
- (t) EID income exclusions as allowed within the regulations.
- (u) The Medicare incentive payments.
- (v) Kinship care payments
- (vi) Educational benefits through the Department of Veteran Affairs Vocational rehabilitation and employment division-Chapter 31 Program including books, tuition, supplies, and payments for Veterans.

(w) Exclusion of Mandatory Education Fees from Income (per HUD's Final Rule dated March 8, 2016.)

Subject to the additional income inclusion for the HCV program on annual income for students of higher education, the full amount of student financial assistance paid directly to the student or to the educational institution [24 CFR 5.609(c)(6)], except that in accordance with Section 224 of the FY 2005 Appropriations Act, the portion of any athletic scholarship assistance available for housing costs must be included in annual income [PIH Notice 2005-16].

SNRHA Policy

Regular financial support from parents or guardians to students for food, clothing personal items, and entertainment is **not** considered tuition and is included in annual income.

PART II: ADJUSTED INCOME

5-II.A. INTRODUCTION

Overview

HUD regulations require SNRHA to deduct from annual income any of five mandatory deductions for which a family qualifies. The resulting amount is the family's adjusted income. Mandatory deductions are found in 24 CFR 5.611.

5.611(a) Mandatory deductions. In determining adjusted income, the responsible entity [PHA] must deduct the following amounts from annual income:

- (1) \$480 for each dependent;
- (2) \$400 for any elderly family or disabled family;
- (3) The sum of the following, to the extent the sum exceeds three percent of annual income:
 - (i) Unreimbursed medical expenses of any elderly family or disabled family;
 - (ii) Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each member of the family who is a person with disabilities, to the extent necessary to enable any member of the family (including the member who is a person with disabilities) to be employed. This deduction may not exceed the earned income received by family members who are 18 years of age or older and who are able to work because of such attendant care or auxiliary apparatus; and



Minimum Rent [24 CFR 5.630]

SNRHA Policy

The minimum rent for this locality is \$50.

Family Share [24 CFR 982.305(a)(5)]

If a family chooses a unit with a gross rent (rent to owner plus an allowance for tenant-paid utilities) that exceeds SNRHA's applicable payment standard: (1) the family will pay more than the TTP, and (2) at initial occupancy SNRHA may not approve the tenancy if it would require the family share to exceed 40 percent of the family's monthly adjusted income. The income used for this determination must have been verified no earlier than 60 calendar days before the family's voucher was issued. (For a discussion of the application of payment standards, see section 6-III.C.)

SNRHA Subsidy [24 CFR 982.505(b)]

SNRHA will pay a monthly housing assistance payment (HAP) for a family that is equal to the lower of (1) the applicable payment standard for the family minus the family's TTP or (2) the gross rent for the family's unit minus the TTP. (For a discussion of the application of payment standards, see Section 5-III.C)

Utility Reimbursement [24 CFR 982.514(b)]

When SNRHA subsidy for a family exceeds the rent to owner, the family is due a utility reimbursement. HUD permits the PHA to pay the reimbursement to the family or directly to the utility provider.

SNRHA Policy

SNRHA will make utility reimbursements to the family.

According to HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," the PHA may elect to establish policies regarding the frequency of utility reimbursement payments (URP) for payments made to the family.

1. The PHA will have the option of making URPs not less than each calendar-year quarter for reimbursements. In the event a family leaves the program in advance of its next quarterly reimbursement, the PHA would be required to reimburse the family for a prorated share of the applicable reimbursement. PHAs exercising this option must have a hardship policy in place for participants.
2. If the PHA elects to pay the utility supplier directly, the PHA must notify the family of the amount paid to the utility supplier.

At this time, SNRHA will continue issuing monthly checks for utility reimbursement.

5-III.B. FINANCIAL HARDSHIPS AFFECTING MINIMUM RENT [24 CFR 5.630]

Overview

If SNRHA establishes a minimum rent greater than zero, SNRHA must grant an exemption from the minimum rent if a family is unable to pay the minimum rent because of financial hardship.



- (3) ~~For hardship conditions based upon hardship-related expenses, the minimum rent exemption will continue to be recognized until the cumulative amount exempted is equal to the expense incurred.~~

5-III.C. APPLYING PAYMENT STANDARDS [24 CFR 982.505]

Overview

SNRHA's schedule of payment standards is used to calculate housing assistance payments for HCV families. This section covers the application of SNRHA's payment standards. The establishment and revision of SNRHA's payment standard schedule are covered in Chapter 16.

Payment standard is defined as "the maximum monthly assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)" [24 CFR 982.4(b)].

The payment standard for a family is the lower of (1) the payment standard for the family unit size, which is defined as the appropriate number of bedrooms for the family under SNRHA's subsidy standards [24 CFR 982.4(b)], or (2) the payment standard for the size of the dwelling unit rented by the family.

If SNRHA has established an exception payment standard for a designated part of an FMR area and a family's unit is located in the exception area, SNRHA must use the appropriate payment standard for the exception area.

SNRHA is required to pay a monthly housing assistance payment (HAP) for a family that is the lower of (1) the payment standard for the family minus the family's TTP or (2) the gross rent for the family's unit minus the TTP.

If during the term of the HAP contract for a family's unit, the owner lowers the rent, SNRHA will recalculate the HAP using the lower of the initial payment standard or the gross rent for the unit [HCV GB, p. 7-8].

Changes in Payment Standards

When SNRHA revises its payment standards during the term of the HAP contract for a family's unit, it will apply the new payment standards in accordance with HUD regulations.

Decreases

If the amount on the payment standard schedule is decreased during the term of the HAP contract, the lower payment standard generally will be used beginning at the effective date of the family's second regular reexamination following the effective date of the decrease in the payment standard. SNRHA will determine the payment standard for the family as follows:

Step 1: At the first regular reexamination following the decrease in the payment standard, SNRHA will determine the payment standard for the family using the lower of the payment standard for the family unit size or the size of the dwelling unit rented by the family.

Step 2: SNRHA will compare the payment standard from step 1 to the payment standard last used to calculate the monthly housing assistance payment for the family. The payment standard used by SNRHA at the first regular reexamination following the decrease in the payment standard will be the higher of these two payment standards. SNRHA will advise the family that



(10) Reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era;

(11) Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household and spouse);

(12) Adoption assistance payments in excess of \$480 per adopted child;

(13) [Reserved]

(14) Deferred periodic amounts from supplemental security income and social security benefits that are received in a lump sum amount or in prospective monthly amounts, or any deferred Department of Veterans Affairs disability benefits that are received in a lump sum amount or prospective monthly amounts.-

(15) Amounts received by the family in the form of refunds or rebates under State or local law for property taxes paid on the dwelling unit;

(16) Amounts paid by a State agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep the developmentally disabled family member at home; or

(17) Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions set forth in 24 CFR 5.609(c) apply. A notice will be published in the Federal Register and distributed to PHAs and housing owners identifying the benefits that qualify for this exclusion. Updates will be published and distributed when necessary. [See the following chart for a list of benefits that qualify for this exclusion.]

Sources of Income Excluded by Federal Statute from Consideration as Income

for Purposes of Determining Eligibility or Benefits

a) The value of the allotment provided to an eligible household under the Food Stamp Act of 1977 (7 U.S.C. 2017 (b));

b) Payments to Volunteers under the Domestic Volunteer Services Act of 1973 (42 U.S.C. 5044(g), 5058);

c) Payments received under the Alaska Native Claims Settlement Act (43 U.S.C. 1626(c));

d) Income derived from certain sub-marginal land of the United States that is held in trust for certain Indian tribes (25 U.S.C. 459e);

e) Payments or allowances made under the Department of Health and Human Services' Low-Income Home Energy Assistance Program (42 U.S.C. 8624(f));

f) Payments received under programs funded in whole or in part under the Job Training Partnership Act (29 U.S.C. 1552(b); (effective July 1, 2000, references to Job Training Partnership Act shall be deemed to refer to the corresponding provision of the Workforce Investment Act of 1998 (29 U.S.C. 2931);

g) Income derived from the disposition of funds to the Grand River Band of Ottawa Indians (Pub.L- 94-540, 90 Stat. 2503-04);

h) The first \$2000 of per capita shares received from judgment funds awarded by the Indian Claims Commission or the U. S. Claims Court, the interests of individual Indians in trust or restricted lands, including the first \$2000 per year of income received by individual Indians from funds derived from interests held in such trust or restricted lands (25 U.S.C. 1407-1408);



| | | |
|---|--------------------------------------|--|
| 2 | Oral Third Party Verification | Low (Mandatory if written third party verification is not available) |
| 1 | Tenant Declaration | Low (Use as a last resort when unable to obtain any type of third party verification) |

Verification Technique Definitions

Third Party Verification Techniques

Upfront Income Verification (UIV) (Level 6/5): The verification of income before or during a family reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a number of individuals. It should be noted that the EIV system is available to all PHAs as a UIV technique. PHAs are encouraged to continue using other non-HUD UIV tools, such as The Work Number (an automated verification system) and state government databases, to validate tenant-reported income.

Written Third Party Verification (Level 4): An original or authentic document generated by a third party source dated either within the 60 calendar day period preceding the reexamination or PHA request date. Such documentation may be in the possession of the tenant (or applicant), and is commonly referred to as tenant-provided documents. It is the Department's position that such tenant-provided documents are written third party verification since these documents originated from a third party source. The PHA may, at its discretion, reject any tenant-provided documents and follow up directly with the source to obtain necessary verification of information.

Examples of acceptable tenant-provided documentation (generated by a third party source) include, but are not limited to: pay stubs, payroll summary report, and employer notice/letter of hire/termination, SSA benefit verification letter, bank statements, child support payment stubs, welfare benefit letters and/or printouts, and unemployment monetary benefit notices. Current acceptable tenant-provided documents must be used for income and rent determinations.

SNRHA shall require four (4) current and consecutive pay stubs for determining annual income ~~from for~~ wages. For new income sources or if there is a decrease in earned income, SNRHA will require the last two (2) consecutive current pay stubs ~~shall be required that are consecutive~~ or a new hire/updated letter with date of hire, wages, and hours. SNRHA should project income based on the information from a traditional written third party verification form or the best available information.

Note: Documents older than 60 calendar days (from SNRHA's interview/determination or request date) is acceptable for confirming effective dates of income.



6-I.D. THIRD-PARTY WRITTEN AND ORAL VERIFICATION

Reasonable Effort and Timing

Unless third-party verification is not required as described herein, HUD requires SNRHA to make an attempt to obtain third-party verification before using another form of verification [VG, p. 15].

SNRHA Policy

SNRHA will diligently seek third-party verification using the chart above as guideline for order of verifications, except as noted for streamlining for elderly (62 years old) and disabled on fixed (non-waged) income AND who receive income only from fixed income sources. (see charts on pages 6-3 and 6-4)

Fixed income sources include Social Security and SSI, governmental or private pensions, and other periodic payments that are of substantially the same amounts from year to year. In a streamlined annual reexamination, the PHA calculates annual income by applying any published cost of living adjustment (COLA) to the previously-verified income amount.

For elderly and disabled families with fixed incomes, SNRHA will recalculate annual income by applying any published COLA to previously-verified amounts. Current documentation of fixed income is not required.

With HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing, Housing Choice Voucher Final Rule,"

Streamline Annual Reexaminations for Fixed Incomes:

For families whose income consists solely of fixed sources.

The final rule provides for a streamlined income determination for any fixed source of income, even if a person or a family with a fixed source of income also has a non-fixed source of income. SNRHA shall apply to a previously determined or verified source of income a cost of living adjustment (COLA) or interest rate adjustment specific to each source of income. The COLA or current interest rate must be obtained from a public source or from tenant provided third party generated documentation.

In the absence of such verification for any source of fixed income third-party verification of income must be obtained. The final rule adopts an expanded list of fixed income sources of income. With respect to income from annuities (or other retirement benefits programs, insurance policies, disability for death benefits, or other similar types of periodic receipts) if a family



member receives income from any of these sources and the income consists solely of periodic payments at a reasonable predictable level, then the income source may be considered “fixed.”

“Family member with a fixed source of income” is defined as a family member whose income includes periodic payments at reasonable predictable levels from one or more of the following sources:

- i) Social Security, Supplemental Security Income, Supplemental Disability Insurance
- ii) Federal, state, local, or private pension plans
- iii) Annuities or other retirement benefit programs, insurance policies, disability or death benefits, or other similar types of periodic receipts, or
- i)iv) Any other source of income subject to adjustment by a verifiable COLA or current rate of interest.

If the family receives any income from a non-fixed income source, SNRHA will not streamline the annual reexamination. If written 3rd party is required and is not received or available by the client, after 10 calendar days, staff will then attempt an oral verification if the written third party is not received. File narratives shall be documented whenever UIV or third party written is not used. Information received orally from third parties may be used either to clarify information provided in writing by the third party or as independent verification when written third-party verification is not received in a timely fashion.

SNRHA may mail, fax, or e-mail third-party written verification requests and will accept third-party responses using any of these methods. SNRHA will send a written request for verification to each required source within 5 business days of securing a family’s authorization for the release of the information and give the source 10 calendar days to respond in writing. If a response has not been received by the 11th business day, SNRHA will request third-party oral verification.

SNRHA will make a minimum of two attempts, (one written and one oral, if needed) to obtain third-party verification. A record of each attempt to contact the third-party source (including no-answer calls) and all contacts with the source will be documented in the file. Regarding third-party oral verification, SNRHA staff will record in the family’s file the name and title of the person contacted, the date of the conversation (or attempt), the telephone number used, and the facts provided.

When any source responds verbally to the initial written request for verification SNRHA will accept the verbal response as oral verification but will also request that the source complete and return any verification forms that were provided.

Third-Party Written Verification

Third-party verification is used to verify information directly with the source. Third-party written verification forms will be sent and returned via first class mail or fax. The family will be required to sign an authorization for the information source to release the specified information.



SNRHA Policy

SNRHA will obtain written verification from the welfare agency stating that the family's benefits have been reduced for fraud or noncompliance with economic self-sufficiency requirements *before* denying the family's request for rent reduction. The verification will include the amount of the sanction and the duration.

VERIFICATION GUIDANCE [24 CFR 982.516]

This section defines the methods SNRHA will use to verify various types of income.

Employment Income

SNRHA Policy

Verification forms request the employer to specify the:

Dates of employment;

Amount and frequency of pay;

Date of the last pay increase;

Likelihood of change of employment status and effective date of any known salary increase during the next 12 months;

Year to date earnings;

Estimated income from overtime, tips, bonus pay expected during next 12 months.

Acceptable methods of verification include, in this order:

1. EIV with a minimum of **four (4)** consecutive **current** paystubs.

2. Third party written verification.

Employment verification form completed by the employer.

3. Oral third party.

4. Review of documents.

Check stubs or earning statements, which indicate the employee's gross pay, frequency of pay or year to date earnings. At least pay stubs are required when third party verification cannot be obtained.

5. W-2 forms and IRS Form 4506-T release.

6. Self-certifications may be used for verifying self-employment income, or income from tips and other gratuities.



Family Assets

SNRHA will require the information necessary to determine the current cash value of the family's assets, (the net amount the family would receive if the asset were converted to cash).

SNRHA shall not verify income of assets that are less than \$5,000.00. However, participants must list assets and value on their continued occupancy form, which must be signed and dated. This shall be considered as self-certification of accurate information. SNRHA reserves the right to request additional verifications, if necessary to document that assets do not exceed \$5,000- in net value or is there is a discrepancy with information provided. All assets must be reported on Form HUD-50058, including assets that do not exceed \$5,000.

According to HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," SNRHA must obtain third party verification every three (3) years.

Acceptable verification may include any of the following:

Verification forms, letters, or documents from a financial institution or broker.

Passbooks, checking account statements, certificates of deposit, bonds, or financial statements completed by a financial institution or broker.

Quotes from a stock broker or realty agent as to net amount family would receive if they liquidated securities or real estate.

Real estate taxes statements if the approximate current market value can be reduced from assessment.

Financial statements for business assets.

Copies of closing documents showing the selling price and the distribution of the sales proceeds.

Appraisals of personal property held as an investment.

Family's self-certification describing assets or cash held at the family's home or in safe deposit boxes.

Assets Disposed of for Less than Fair Market Value (FMV) During Two Years Preceding Effective Date of Certification or Recertification

SNRHA Policy

For all certifications and re-certifications, SNRHA will obtain the Family's certification as to whether any member has disposed of assets for less than fair market value during the two years preceding the effective date of the certification or recertification.



Health and Human Services ID (foster children; adopted children)

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SNRHA Policy

Verification of divorce or separation status will be a Certification of ~~Marital Status~~ Absent Spouse form being completed by the head of household or any other adult household member, unless the family wishes to submit a formal divorce or separation document from the courts.

Verification of a separation may be a copy of court-ordered maintenance or other records.

A marriage certificate generally is required to verify that a couple is married.

In the case of a common law marriage, the couple must demonstrate that they hold themselves to be married (e.g., by telling the community they are married, calling each other husband and wife, using the same last name, filing joint income tax returns, or being a domestic partner as recognized in the State of Nevada (according to Senate Bill 283.)).

Familial Relationships

SNRHA Policy

Verification of guardianship is:

Court-ordered assignment;

Verification from social services agency; ~~or~~

~~SNRHA Self-certification of temporary guardianship or appointment~~

~~In each case above (except court assignment), SNRHA must receive a court awarded guardianship or custody documents within 365 calendar days or head of household must resign SNRHA's documents and submit required supporting documents. Any income still coming into the household on behalf of the child would be counted.~~

Other family relationships will be verified through birth certificates or other relevant documents.

SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.

~~SNRHA shall not increase bedroom size nor provide a dependent deduction, unless court ordered assignment or verification from a social service agency is received.~~

Verification of Permanent Absence of Family Member

If an adult member who was formerly a member of the household or was never reported and identified by staff as being a spouse and is reported permanently absent by the family, SNRHA will consider any of the following as verification:



| | |
|---|---|
| Military Identification DMV Instructional ID Clark County Heath Card with valid photo ID Veteran’s ID with photo | Hospital Birth Certifications Passport Health and Human Services ID (foster children; adopted children) I-94 |
|---|---|

If a document submitted by a family is illegible or otherwise questionable, more than one of these documents may be required. For all members of the household the first and last name on the Legal documents provided must match the social security record.

6-II.B. SOCIAL SECURITY NUMBERS [24 CFR 5.216 and HCV GB, p. 5-12]

Every family member must provide documentation of a valid social security number (SSN) unless they are a non-citizen or non-eligible immigrant.

SNRHA Policy

SNRHA will request to copy the family member’s social security card.

If the social security card is not available, SNRHA will accept the following documents as evidence if the SSN is provided on the document:

Other identification cards issued by a federal, state or local agency, a medical insurance company or provider, or employer or trade union.

Benefit award letters from a government agency; retirement benefit letters; life insurance policies.

Any document issued by the Social Security Administration that clearly lists the family member’s social security number and name.

SNRHA will instruct the family to obtain a duplicate card from the local Social Security Administration (SSA) office.

For individuals who are at least 62 years of age and/or disabled and are unable to submit the required documentation of their SSN within the initial ~~60~~ 90 calendar day period, SNRHA will grant an additional 30 calendar days to provide documentation as a reasonable accommodation.

Social security numbers must be verified only once during continuously-assisted occupancy. For all members of the household the first and last name on the Legal documents provided must match the social security record.

If any adult family member obtains an SSN after admission to the program, the new SSN must be disclosed within ~~30~~ 90 calendar days.

The social security numbers of household members, such as live-in aids, must be verified for the purpose of conducting criminal background checks.



6-II.C. FAMILY RELATIONSHIPS

Applicants and program participants are required to identify the relationship of each household member to the head of household. If an applicant list themselves as married and not list a spouse, they will still be required to submit a separation ~~or~~, divorce decree, or SNRHA's Certification of Absent Spouse form. Definitions of the primary household relationships are provided in the Eligibility chapter.

SNRHA Policy

Other family relationships will be verified through birth certificates or other relevant documents.

Marriage

SNRHA Policy

A marriage certificate generally is required to verify that a couple is married.

In the case of a common law marriage, the couple must demonstrate that they hold themselves to be married (e.g., by telling the community they are married, calling each other husband and wife, using the same last name, filing joint income tax returns).

Separation or Divorce

SNRHA Policy

SNRHA will require the family (head of household) to sign a ~~Ce~~certification of ~~marital status~~Absent Spouse to document the divorce, or separation. ~~The -or the-~~ family may submit a certified copy of a divorce decree, signed by a court officer, or a copy of a court-ordered maintenance or other court record ~~is required~~ to document a separation.

Absence of Adult Member

SNRHA Policy

SNRHA will consider any of the following as verification:

Husband or wife institutes divorce action

Husband or wife institutes legal separation.

Order of protection/restraining order obtained by one family member against another.

Certification of the spouse no longer living in the unit or contributing to the family.

Foster Children and Foster Adults

SNRHA Policy

Third-party verification from the state or local government agency responsible for the placement of the individual with the family is required.



includes other adult children in the unit. However, the adult would be required to complete and pass a criminal background check prior to the voucher being reassigned and must have been listed as an original member of the household at the time of the original application or approved as a household member who is at least 18 years of age by SNRHA who has been added to the household for more than two (2) years.

In the event of a death or removal of the only adult in the unit, the person receiving court awarded guardianship will be assigned the voucher, if they request it.

A live-in aide, by definition, is not a member of the family and will not be considered a remaining member of the Family.

In order for a minor child to continue to receive assistance as a remaining family member:

- The court has to have awarded emancipated minor status to the minor or
- SNRHA has to have verified that social services and/or the Juvenile Court has arranged for another adult to be brought into the assisted unit to care for the child(ren) for an indefinite period. The adult must meet all eligibility requirements of the Housing Choice Voucher Program
- The Court has awarded custody of the minors to another adult who must meet all eligibility requirements of the Housing Choice Voucher Program
- Only one voucher will be issued in the case where award of children are given to more than one adult. The adult receiving the greater number of children will receive the voucher, if he/she meets all other program requirements. In the case of equal number of children and multiple parents or guardians, neither parent will receive the voucher unless a formal court decision is rendered and provided to SNRHA providing guidance for which adult is to receive the voucher.(See Chapter 5 regarding Caretaker for Children) A reduction in family size may require a reduction in the voucher family unit size.
- SNRHA shall conduct an overview briefing for new Head of Household regarding family obligations.

PART II: SUBSIDY STANDARDS AND VOUCHER ISSUANCE

7-II.A. OVERVIEW

HUD guidelines require that SNRHA establish subsidy standards for the determination of family unit size, and that such standards provide for a minimum commitment of subsidy while avoiding overcrowding. The standards used for the unit size selected by the family must be within the minimum unit size requirements of HUD's Housing Quality Standards. This Chapter explains the subsidy standards that will be used to determine the voucher size (family unit size) for various sized families when they are selected from the waiting list, as well as SNRHA's procedures when a family's size changes or a family selects a unit size that is different from the size of the voucher issued, voucher term, and to any extensions of the voucher term.-



SNRHA must establish subsidy for families of different sizes and determine the family unit size they receive, and the policies that govern

7-II.B. DETERMINING FAMILY UNIT SIZE

For each family, SNRHA determines the subsidy standards and enters the family unit size. If the family unit size does not determine who within a household

The following requirements apply:

- The subsidy standards must be based on the family size without overcrowding.
- The subsidy standards must be based on the family size.
- The subsidy standards must be based on the family composition.
- A child who is temporarily residing in the household is considered a member of the family.
- A family that consists of a single person is considered a one-person family.

Any live-in aide (approved by SNRHA) must be counted in the family unit size. If a live-in aide is approved for a live-in aide agreement, SNRHA must receive information of their selection for the family unit size within 30 calendar days of the date SNRHA is awaiting verification of the approved reasonable accommodation.

- Unless a live-in aide resides with a single person, the live-in aide is not counted in the family unit size.
- SNRHA will not issue a large family unit size if the family unit size is greater than the family size. SNRHA will not issue a large family unit size if the family unit size is greater than the family size.



- SNRHA will consider those minor children of family members that are temporarily placed in foster care in determining the family unit size (voucher size).
- When Department of Family Services (DFS) requires a larger size unit in order for the child/ren to be returned to the home, SNRHA will increase the voucher size as needed prior to the annual reexamination. However, the family may not move if they are in the initial term of their lease, and SNRHA will still not permit overcrowding.

Unless a live-in aide resides with a family, the family unit size for any family consisting of a single person must be either a zero or one-bedroom unit, as determined under SNRHA subsidy standards.

SNRHA Policy

SNRHA will assign one (1) bedroom for each two (2) persons within the household, except in the following circumstances:

Persons of the opposite sex (other than spouses) will be allocated a separate bedrooms.

Foster children will be included in determining unit size only if they will be in the unit for more than 12 months.

Live-in aides will be allocated a separate bedroom. No additional bedrooms are provided for the attendant's family.

Space may be provided for a child who is away at school but who lives with the family during school recesses.

Space will not be provided for a family member, other than a spouse, who will be absent most of the time, such as a member who is away in the military.

A single pregnant woman with no family members must be treated as a two-person family.

Single person families shall be allocated a one (1) bedroom voucher.

SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.

SNRHA will reference the following chart in determining the appropriate voucher size for a family:

| <i>GUIDELINES FOR DETERMINING VOUCHER SIZE</i> | |
|---|-----------------------------|
| The lowest bedroom size to comply with two persons per bedroom shall apply regardless of age. | |
| Voucher Size | Persons in Household |



| | (Minimum – Maximum) |
|------------|---------------------|
| 0 Bedroom | 1-1 |
| 1 Bedroom | 1-2 |
| 2 Bedrooms | 2-4 |
| 3 Bedrooms | 3-6 |
| 4 Bedrooms | 5-8 |
| 5 Bedrooms | 7-10 |
| 6 Bedrooms | 10-12 |

For example: One bedroom shall be assigned for the head/spouse or head and co-head. For any other person in the household SNRHA shall issue two (2) persons per bedroom. Opposite sexes (except the head/spouse or co-head) shall receive separate bedrooms regardless of age or generations. ~~An additional bedroom shall be awarded for temporary guardianship or adding children until a court awarded guardianship is received (must be submitted within 365 calendar days) or court awarded custody.~~ Additions of adults shall not result in additional bedroom size increases nor will they be allowed if the results will cause overcrowding.

SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.

If SNRHA errs in the bedroom size designation, the family will be issued a voucher of the appropriate size.

7-II.C. EXCEPTIONS TO SUBSIDY STANDARDS

In determining family unit size for a particular family, SNRHA may grant an exception to its established subsidy standards as a reasonable accommodation. [24 CFR 982.402(b)(8)].

Reasons may include, but are not limited to:

- A need for an additional bedroom for medical equipment
- A need for a separate bedroom for reasons related to a family member's disability, medical or health condition

For a single person who is not elderly, disabled, or a remaining family member, an exception cannot override the regulatory limit of a zero or one-bedroom [24 CFR 982.402(b)(8)].

SNRHA Policy

The family must request any exception to the subsidy standards in writing. The request must explain the need or justification for a larger family unit size, and must include appropriate documentation. Requests based on health-related reasons must be verified by



2. and there is no determination by a court,

The HCV Manager shall consider the following factors to determine which of the families will continue to be assisted:

- Role of domestic violence in the split.
- Which family member was listed as head-of-household on the original application

Documentation of these factors is the responsibility of the participant families. If either or both of the families do not provide the documentation within 30 calendar days SNRHA will terminate assistance on the basis of failure to provide information necessary for a recertification.

7-II.E. VOUCHER TERM, AND EXTENSIONS, ~~AND SUSPENSIONS~~

Voucher Term [24 CFR 982.303]

The initial term of a voucher must be at least 60 calendar days. The initial term must be stated on the voucher [24 CFR 982.303(a)].

SNRHA Policy

The initial voucher term will be 60 calendar days. Elderly and disabled vouchers shall be issued for 90 calendar days with one extension of 30 calendar days.

The family must submit a RFTA and proposed lease within the 60 calendar day period unless SNRHA grants an extension. One 30 calendar day extension shall be granted if requested "prior" to the expiration of the voucher.

Extensions of Voucher Term [24 CFR 982.303(b)]

SNRHA has the authority to grant extensions of search time, to specify the length of an extension, and to determine the circumstances under which extensions will be granted. Extensions shall be granted for 30 calendar days, only once.

SNRHA must approve additional search time if needed as a reasonable accommodation to make the program accessible to and usable by a person with disabilities. The extension period must be reasonable for the purpose.

The family must be notified in writing of SNRHA's decision to approve or deny an extension. SNRHA's decision to deny a request for an extension of the voucher term is not subject to informal review [24 CFR 982.554(c)(4)].

SNRHA Policy

SNRHA will automatically approve one 30 calendar day extension upon written request from the family, however, the request for an extension must be received prior to the expiration date of the initial 60 calendar day time frame.

SNRHA will approve one (1) additional 30 calendar day extension only in the following circumstances:



It is necessary as a reasonable accommodation for a person with disabilities. It is necessary due to reasons beyond the family's control, as determined by SNRHA. The following is a list of extenuating circumstances that SNRHA may consider in making its decision. The presence of these circumstances does not guarantee that an extension will be granted:

- Serious illness or death in the immediate family

SNRHA shall require the family to provide documentation to support the request. All requests for extensions to the voucher term must be made in writing and submitted to SNRHA prior to the expiration date of the voucher (or extended term of the voucher). SNRHA will decide whether to approve or deny an extension request within 10 calendar days of the date the request is received, and will immediately provide the family written notice of its decision.

SNRHA may grant one or more extensions of the term, but the initial term plus any extensions will not exceed 120 calendar days from the initial date of issuance unless as a reasonable accommodation for a disabled or elderly person or an director's approval of extenuating circumstances as outlined above. Ports shall be allowed only one extension of 30 calendar days to ensure compliance with HUD's billing requirements, unless as a reasonable accommodation for disabled or elderly clients.

Suspensions of Voucher Term [24 CFR 982.303(c)]

~~At its discretion, SNRHA will adopt a policy to suspend the SNRHA must provide for suspension of the initial or any extended term of the voucher from the date the family submits a request for PHA approval of the tenancy until the date the PHA notifies the family in writing whether the request has been approved or denied. housing choice voucher term if the family has submitted an RFTA during the voucher term.~~

"Suspension" means stopping the clock on a family's voucher term from the time a family submits the RFTA until the time SNRHA approves or denies the request [24 CFR 982.4].

SNRHA's determination not to suspend a voucher term is not subject to informal review [24 CFR 982.554(c)(4)]

SNRHA Policy

When a Request for Tenancy Approval and proposed lease and all other required documents listed in the RFTA checklist are received by SNRHA, the term of the voucher will be suspended while SNRHA processes the request.

Expiration of Voucher Term

Once a family's housing choice voucher term (including any extensions) expires, the family is no longer eligible to search for housing under the program. If the family still wishes to receive assistance, SNRHA shall require that the family reapply when SNRHA reopens its waiting list. Such a family does not become ineligible for the program on the grounds that it was unable to locate a unit before the voucher expired [HCV GB p. 8-13].

SNRHA Policy



If a family's voucher term or extension expires before the family has submitted a Request for Tenancy Approval (RFTA), SNRHA will require the family to reapply for assistance. If the RFTA that was submitted prior to the expiration date of the voucher is subsequently disapproved by SNRHA (after the voucher term has expired), the family will be given the remaining tolling days on the voucher.

Within 30 business days after the expiration of the voucher term or any extension, SNRHA will notify the family in writing that the voucher term has expired and their application withdrawn.

Changes in Family Composition

The voucher size is determined prior to the briefing by comparing the family composition to SNRHA subsidy standards. If an applicant requires a change in the voucher size, based on the requirement of SNRHA subsidy standards, the above reference guidelines will apply. Applicants must notify SNRHA with 10 calendar days of any changes in family composition. All changes must be submitted in writing or other methods needed by a person with a disability to SNRHA.

Changes for Participants

The members of the family residing in the unit must be approved by SNRHA. The family must obtain approval of any additional family member before the new member occupies the unit except for additions by birth, adoption, or court-awarded custody, court awarded guardianship or foster children, in that case the family must inform SNRHA within 10 calendar days in writing. Further, changes in household composition due to marriage must also be reported within 10 calendar days in writing or other method needed by a person with a disability to SNRHA. The spouse, as with all additions to the program over 18 years of age, must be screened by SNRHA and shall be required to sign all authorization forms. The new spouse's income and other adults will count, pursuant to 24 CFR 5.609 (a) (1) unless a legal separation or divorce has been submitted to SNRHA.

Additionally SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.

~~SNRHA will not issue a larger voucher size due to addition of family members other than by birth, adoption or court awarded custody or court awarded guardianship or signing SNRHA guardianship form and submitting the court award guardianship within 365 calendar days, unless~~

The exception will be as an approved reasonable accommodation for a disabled family member, for a live-in aide, medical equipment, or other accommodations verified by a medical professional.

Under-housed and Over-housed Families

If a unit does not meet HQS space standards due to an increase or decrease in family size, (unit too small) or the family no longer meets SNRHA's occupancy standards, SNRHA will issue a new voucher of the appropriate size, at annual recertification date if the addition to the unit has been approved by SNRHA or is due to a birth of a child/ren. SNRHA shall not approve additions



PART I: PHYSICAL STANDARDS

8-I.A. GENERAL HUD REQUIREMENTS

HUD Performance and Acceptability Standards

HUD's performance and acceptability standards for HCV-assisted housing are provided in 24 CFR 982.401. These standards are the responsibility of the owner unless otherwise stated on the lease. In accordance with the HAP contract, Part B, 3(a): The owner must maintain the contract unit and premises in accordance with the Housing Quality Standards (HQS.) These standards cover the following areas:

- Sanitary facilities
- Food preparation and refuse disposal
- Space and Security
- Thermal Environment
- Illumination and electricity
- Structure and materials
- Interior Air Quality
- Water Supply
- Lead-based paint
- Access
- Site and neighborhood
- Sanitary condition
- Smoke Detectors

A summary of HUD performance criteria is provided in Attachment 8-1. Additional guidance on these requirements is found in the following HUD resources:

- Housing Choice Voucher Guidebook, Chapter 10.
- HUD Housing Inspection Manual for Section 8 Housing
- HUD Inspection Form, form HUD-52580 (3/01) and Inspection Checklist, form HUD-52580-A (9/00)
- HUD Notice 2003-31, Accessibility Notice: Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; the Architectural Barriers Act of 1968 and the Fair Housing Act of 1988.

Tenant Preference Items

HUD requires SNRHA to enforce minimum HQS but also requires that certain judgments about acceptability be left to the family. For example, SNRHA must ensure that the unit contains the



The following are considered life threatening conditions:

Any condition that jeopardizes the security of the unit

Major plumbing leaks or flooding, waterlogged ceiling or floor in imminent danger of falling

Natural or LP gas or fuel oil leaks

Any electrical problem or condition that could result in shock or fire

Absence of a working heating system when outside temperature is below 60 degrees.

Utilities not in service, including no running hot water

Conditions that present the imminent possibility of injury

Obstacles that prevent safe entrance or exit from the unit

Absence of at least one functioning toilet in the unit

Inoperable smoke detectors in the unit which result in non-compliance with HUD regulations (one on each level of each habitable area) regarding the number and location of smoke detectors.

No air conditioning during the summer months May –Oct

No heating during the winter months Oct –April

Inoperable refrigerator or stove.

If an owner fails to correct life threatening conditions as required by SNRHA, the housing assistance payment (HAP) contract will be terminated.

If a family fails to correct a family caused life threatening condition as required by SNRHA, SNRHA shall terminate the family's assistance.

The owner will be required to repair an inoperable smoke detector unless SNRHA determines that the family has intentionally disconnected it (by removing batteries or other means). In this case, the family will be required to repair the smoke detector within 24 hours.

8-I.D. OWNER AND FAMILY RESPONSIBILITIES [24 CFR 982.404]

Family Responsibilities

The family is responsible for correcting the following HQS deficiencies:

- Tenant-paid utilities not in service (usually gas, electricity and water).
- Failure to provide or maintain family-supplied appliances (including ensuring all **eyes burners** on stove are operable).
- Failure to maintain the unit and premises in decent and sanitary conditions which could result in potential health and/or safety concerns.



- Damages to the unit or premises caused by a household member or guest beyond normal wear and tear that result in HQS deficiencies.
- Tenant may be billed for the cost of repairs made by the owner that were determined to be caused by the family.

Owner Responsibilities

The owner is responsible for all HQS violations not listed as a family responsibility above, even if the violation is caused by the family's living habits (e.g., vermin infestation). However, if the family's actions constitute a serious or repeated lease violation the owner may take legal action to evict the family.

Owners are responsible for conducting intermitent inspections to ensure HQS Standards are being met.

8-I.E. SPECIAL REQUIREMENTS FOR CHILDREN WITH ENVIRONMENTAL INTERVENTION BLOOD LEAD LEVEL [24 CFR 35.1225]

If SNRHA is notified by a public health department or other medical health care provider, or verifies information from a source other than a public health department or medical health care provider, that a child of less than 6 years of age, living in an HCV-assisted unit has been identified as having an environmental intervention blood lead level, SNRHA must complete a risk assessment of the dwelling unit. The risk assessment must be completed in accordance with program requirements, and the result of the risk assessment must be immediately provided to the owner of the dwelling unit. In cases where the public health department has already completed an evaluation of the unit, this information must be provided to the owner.

Within 30 calendar days after receiving the risk assessment report from SNRHA, or the evaluation from the public health department, the owner is required to complete the reduction of identified lead-based paint hazards in accordance with the lead-based paint regulations [24 CFR 35.1325 and 35.1330]. If the owner does not complete the "hazard reduction", as required the dwelling unit is in violation of HQS and SNRHA will take action in accordance with Section 8-II.G.

Additionally, SNRHA shall submit a listing to Clark County Health Department of units under lease with children age 6 and under to determine if any have been identified as having elevated blood lead levels. This assessment shall be completed quarterly and the results maintained for future audits.

8-I.F. VIOLATION OF HQS SPACE STANDARDS [24 CFR 982.403]

If SNRHA determines that a unit does not meet the HQS space standards because of an increase in family size or an approved change in family composition, SNRHA must issue the family a new voucher, and the family must try to find an acceptable unit as soon as possible within the term of the voucher. If an acceptable unit is available for rental by the family, SNRHA must terminate the HAP contract in accordance with its policies.

SNRHA Policy



If the annual inspection date is within 90 calendar days of a special inspection, as long as all items are inspected that are included in an annual inspection, the special inspection will be categorized as an annual inspection, and all annual inspection procedures will be followed.

Quality Control Inspections 24CFR 982.405 (b)

HUD requires that a sample of units be re-inspected by a supervisor or other qualified individual to ensure that HQS are being enforced correctly and uniformly by all inspectors. Quality Control inspections will be performed by HQS Supervisor (HCVS) / HPM Associate Deputy Directors (ADD), or assigned Senior OS for the number of units required by SEMAP. The purpose of Quality Control inspections is to ascertain that each inspector is conducting accurate and complete inspections, and to ensure that there is consistency among inspectors in application of the HQS.

The sampling of files will include recently completed inspections within the previous month of the date they are inspected), a cross-section of neighborhoods, and a cross-section of inspectors.

Reasonable Accommodation: Additional Bedrooms

SNRHA will include a review of actual bedroom use as part of the annual inspections for additional rooms for medical equipment and live-in aides to confirm the continued need for a reasonable accommodation.

Inspection of PHA-owned Units [24 CFR 982.352(b)]

SNRHA must obtain the services of an independent entity to perform all HQS inspections in cases where an HCV family is receiving assistance in a SNRHA-owned unit. A SNRHA-owned unit is defined as a unit that is owned by the PHA that administers the assistance under the consolidated ACC (including a unit owned by an entity substantially controlled by the PHA). The independent agency must communicate the results of each inspection to the family and SNRHA. The independent agency must be approved by HUD, and may be the unit of general local government for SNRHA jurisdiction (unless SNRHA is itself the unit of general local government or an agency of such government).

Inspection Costs

SNRHA may not charge the family or owner for unit inspections [24 CFR 982.405(e)]. In the case of inspections of SNRHA-owned units, SNRHA may compensate the independent agency from ongoing administrative fee for inspections performed. SNRHA and the independent agency may not charge the family any fee or charge for the inspection [24 CFR.982.352(b)].

Notice and Scheduling

The family must allow SNRHA to inspect the unit at reasonable times with reasonable notice [24 CFR 982.551(d)].

SNRHA Policy

Both the family and the owner will be given reasonable notice of all inspections. Except in the case of a life threatening emergency, reasonable notice is considered to be not less than 48 hours. Inspections may be scheduled between 8:00 a.m. and 5:00 p.m. “Generally” inspections will be conducted on business days only. In the case of a life



within 3 business days of the date the owner notifies SNRHA that the required corrections have been made.

If the time period for correcting the deficiencies (or any SNRHA-approved extension) has elapsed, or the unit fails HQS at the time of the re-inspection, SNRHA will notify the owner and the family that the unit has been rejected and that the family must search for another unit.

Following a failed re-inspection, the family may elect to submit a new Request for Tenancy Approval for the same unit if the family has not found another unit by the time the owner completes all repairs and the family continues to wish to live in the unit. The unit would be required to pass an inspection, a rent reasonableness determination is required, and a new lease and HAP Contract will need to be executed.

Utilities

Generally, at initial lease-up the owner is responsible for demonstrating that all utilities are in working order including those utilities that the family will be responsible for paying.

SNRHA Policy

The utilities must be on at the time of the initial inspection. If they are not on, the inspection will be rescheduled.

SNRHA Policy

The stove and refrigerator must be in place regardless of whether the owner or the family is responsible to provide them.

8-II.C. ANNUAL HQS INSPECTIONS ~~[24 CFR 982.405(a)]~~ Final Rule Notice 6-25-2014

Scheduling the Inspection

Each unit under a HAP contract must have an annual inspection within twelve (12) months after the date of the previous annual or initial inspection.

SNRHA Policy

If an adult (person 18 or older) cannot be present on the scheduled date, the family should request that SNRHA reschedule the inspection. If the family misses the first scheduled appointment without requesting a new inspection date, SNRHA will automatically schedule a second inspection. If the family misses two scheduled inspections without SNRHA approval, SNRHA will consider the family to have violated its obligation to make the unit available for inspection. If the family is unable to be present but authorizes an adult representative to be present, and the adult presents valid photo ID the inspection will be conducted.

Failure to comply may result in termination of the family's assistance in accordance with Chapter 12.



When failures that are not life threatening are identified, SNRHA will send the owner and the family a written notification of the inspection results within 1 business day of the inspection. The written notice will specify who is responsible for correcting the violation, and the time frame within which the failure must be corrected. Generally not more than 30 calendar days will be allowed for the correction, unless an extension for good cause is determined by the Section 8 Manager.

The notice of inspection results will inform the owner that if life threatening conditions are not corrected within 24 hours, and non-life threatening conditions are not corrected within the specified time frame (or any PHA-approved extension), the owner's HAP will be abated in accordance with SNRHA policy (see 8-II.G.). Likewise, in the case of family caused deficiencies, the notice will inform the family that if corrections are not made within the specified time frame (or any PHA-approved extension, if applicable) the family's assistance will be terminated in accordance with PHA policy (see Chapter 12).

Extensions

For conditions that are life-threatening, SNRHA cannot grant an extension to the 24 hour corrective action period. For conditions that are not life-threatening, SNRHA may grant an exception to the required time frames for correcting the violation, if SNRHA determines that an extension is appropriate [24 CFR 982.404].

SNRHA Policy

Extensions will be granted in cases where SNRHA has determined that the owner has made a good faith effort to correct the deficiencies but was unable to for reasons beyond the owner's control. Reasons may include, but are not limited to:

- A repair cannot be completed because required parts or services are not available.
- A repair cannot be completed because of weather conditions.
- A reasonable accommodation is needed because the family includes a person with disabilities.

The length of the extension will be determined on a case by case basis, but will not exceed 60 calendar days, except in the case of delays caused by weather conditions. In the case of weather conditions, extensions may be continued until the weather has improved sufficiently to make repairs possible. The necessary repairs must be made within 15 calendar days, once the weather conditions have subsided. All requests for extensions must be submitted in writing to the Inspections Department and approved by the HPM-Housing Quality Standards (HQS) Supervisor and/or Housing Programs (HP) Management. ~~or DDHP.~~

Re-inspections

SNRHA Policy

SNRHA will conduct a re-inspection immediately following the end of the corrective period, or any SNRHA approved extension.

The family and owner will be given reasonable notice of the re-inspection appointment. If the deficiencies have not been corrected by the time of the re-inspection, SNRHA will



notice of termination to the family, in accordance with SNRHA policies. If SNRHA is unable to gain entry to the unit in order to conduct the scheduled re-inspection, SNRHA will consider the family to have violated its obligation to make the unit available for inspection. This may result in termination of the family's assistance in accordance with Chapter 12.

8-II.G. ENFORCING OWNER COMPLIANCE [24 CFR 982.405;982.453]

If the owner fails to maintain the dwelling unit in accordance with HQS (as stated above in 8-I.B), SNRHA must take prompt and vigorous action to enforce the owner obligations.

HAP Abatement

If an owner fails to correct HQS deficiencies by the time specified by SNRHA, HUD requires SNRHA to abate housing assistance payments "no later" than the first of the month following the specified correction period (including any approved extension) [24 CFR 985.3(f)].

No retroactive payments will be made to the owner for the period of time the rent was abated.

SNRHA Policy

SNRHA will make all HAP abatements effective from the date of the second default notice if repairs are not made no later than the day/time of the scheduled re-inspection, unless there is an approved written extension by SNRHA management staff prior to the due date. SNRHA will inspect abated units within three (3) business days of the owner's notification that the work has been completed if the contract has not been cancelled.

During any abatement period the family continues to be responsible for its share of the rent. The owner must not seek payment from the family for abated amounts and may not use the abatement as cause for eviction. Payment will resume effective on the calendar day the unit passes inspection. The landlord is not entitled to any back rent from SNRHA for units that have been abated due to a failed HQS.

HAP Contract Termination

SNRHA must decide how long any abatement period will continue before the HAP contract will be terminated.

SNRHA Policy

SNRHA shall terminate the contract of the family 30 calendar days from the date of the initial default notice if repairs are not made. SNRHA will issue a voucher to permit the family to move to another unit as described in Chapter 10.

Normally the maximum length of time that a HAP may be abated is 30 calendar days. However, if the owner completes corrections and notifies SNRHA before the termination date of the HAP contract.

8-II.H. ENFORCING FAMILY COMPLIANCE WITH HQS [24 CFR 982.404(b)]

Families are responsible for correcting any HQS violations listed in paragraph 8.I.D. If the family fails to correct a violation within the period allowed by SNRHA (and any written



SNRHA may elect to screen applicants for family behavior or suitability for tenancy. See Chapter 3 for a discussion of SNRHA's policies with regard to screening applicant families for program eligibility [24 CFR 982.307(a)(1)].

The owner is responsible for screening and selection of the family to occupy the owner's unit. At or before SNRHA approval of the tenancy, SNRHA must inform the owner that screening and selection for tenancy is the responsibility of the owner [24 CFR 982.307(a)(2)]. SNRHA must also inform the owner or manager of their responsibility to comply with VAWA. [Pub.L. 109-162]

SNRHA must provide the owner with the family's current and prior address (as shown in SNRHA records); and the name and address (if known to SNRHA) of the landlord at the family's current and prior address. [24 CFR 982.307 (b)(1)].

SNRHA is permitted, but not required, to offer the owner other information in SNRHA's possession about the family's tenancy [24 CFR 982.307(b)(2)].

SNRHA's policy on providing information to the owner must be included in the family's briefing packet [24 CFR 982.307(b)(3)].

SNRHA Policy

SNRHA will not screen applicants for family behavior or suitability for tenancy.

SNRHA will not provide additional screening information to the owner.

9-I. B. REQUESTING TENANCY APPROVAL [Form HUD-52517]

After the family is issued a voucher, the family must locate an eligible unit, with an owner or landlord willing to participate in the voucher program. Once a family finds a suitable unit and the owner is willing to lease the unit under the program, the owner and the family must request SNRHA to approve the assisted tenancy in the selected unit.

The owner and the family must submit all documents to SNRHA:

- Completed Request for Tenancy Approval (RFTA) – Form HUD-52517
- Copy of the proposed lease (signed by both parties with no effective date), including any addendum regarding utilities.
- W9 Form for legal owner (must include additional W-9 for payee, if other than owner)
- Direct Deposit Form- with voided check (must be pre-printed from bank or a statement from bank with business logo and information)
- Recorded Deed – staff will verify using Clark County Government websites
- Management Agreement, if applicable
- Current-A Valid State-issued Business License, if applicable (Does not have to be for Nevada)
- Trust documents, if applicable to identify trustee bank assigned tax ID or EIN
- Side Payment/Program Abuse Form.



9-I.E. LEASE AND TENANCY ADDENDUM

The family and the owner must execute and enter into a written dwelling lease for the assisted unit. This written lease is a contract between the tenant family and the owner; SNRHA is not a party to this contract.

The tenant must have legal capacity to enter a lease under State and local law. 'Legal capacity' means that the tenant is bound by the terms of the lease and may enforce the terms of the lease against the owner [24 CFR 982.308(a)].

Lease Form and Tenancy Addendum [24 CFR 982.308]

If the owner uses a standard lease form for rental to unassisted tenants in the locality or the premises, the lease must be in such standard form. If the owner does not use a standard lease form for rental to unassisted tenants, the owner may use another form of lease. The HAP contract prescribed by HUD contains the owner's certification that if the owner uses a standard lease form for rental to unassisted tenants, the lease is in such standard form.

All provisions in the HUD-required Tenancy Addendum must also be added word-for-word to the owner's standard lease form, for use with the assisted family. The Tenancy Addendum includes the tenancy requirements for the program and the composition of the household as approved by SNRHA. As a part of the lease, the tenant shall have the right to enforce the Tenancy Addendum against the owner and the terms of the Tenancy Addendum shall prevail over any other provisions of the lease.

SNRHA Policy

SNRHA does not provide a model or standard dwelling lease for owners to use in the HCV program.

Lease Information [24 CFR 982.308(d)]

The assisted dwelling lease must contain all of the required information as listed below:

- The names of the owner and the tenant:
- The unit rented (address, apartment number, and any other information needed to identify the contract unit)
- The term of the lease (initial term and any provisions for renewal)
- The amount of the monthly rent to owner
- A specification of what utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied by the family. The owner and tenant must sign and date the lease

Term of Assisted Tenancy

The initial term of the assisted dwelling lease must be for at least one (1) year [24 CFR 982.309]. The initial lease term is also stated in the HAP contract. ~~Exceptions are allowed for VASH participants.~~



The HUD program regulations permit SNRHA to approve a shorter initial lease term if certain conditions are met.

SNRHA Policy

SNRHA will not approve an initial lease term of less than one (1) year ~~except for VASH participants~~.

During the initial term of the lease, the owner may not raise the rent to tenant [24 CFR 982.309].

Any provisions for renewal of the dwelling lease will be stated in the dwelling lease [HCV Guidebook, pg. 8-22]. There are no HUD requirements regarding any renewal extension terms, except that they must be in the dwelling lease if they exist.

SNRHA may execute the HAP contract even if there is less than one year remaining from the beginning of the initial lease term to the end of the last expiring funding increment under the consolidated ACC. [24 CFR 982.309(b)].

Security Deposit [24 CFR 982.313 (a) and (b)]

The owner may collect a security deposit from the tenant. SNRHA may prohibit security deposits in excess of private market practice, or in excess of amounts charged by the owner to unassisted tenants.

SNRHA Policy

SNRHA will allow the owner to collect any security deposit amount the owner determines is appropriate as long as it does not exceed one month contract rent.

Separate Non-Lease Agreements between Owner and Tenant

Owners may not demand or accept any rent payment from the family in excess of the rent to the owner minus SNRHA's housing assistance payments to the owner [24 CFR 982.451(b)(4)].

The owner may not charge the tenant extra amounts for items customarily included in rent in the locality, or provided at no additional cost to unsubsidized tenants in the premises [24 CFR 982.510(c)].

SNRHA Policy

SNRHA permits owners and families to execute separate, non-lease agreements for services, appliances (other than range and refrigerator) and other items that are not included in the lease.

Any items, appliances, or other services that are customarily provided to unassisted families as part of the dwelling lease with those families, or are permanently installed in the dwelling unit must be included in the dwelling lease for the assisted family. These items, appliances or services cannot be placed under a separate non-lease agreement between the owner and family. Side payments for additional rent, or for items, appliances or services customarily provided to unassisted families as part of the dwelling lease for those families, are prohibited. Accepting side payments shall result in termination of the HAP Contract and termination of the family's assistance.



payment history, payment of utility bills, eviction history, respecting the rights of other residents, damage to units, drug-related criminal activity or other criminal activity that is a threat to the health, safety or property of others, and compliance with other essential conditions of tenancy.

A statement of SNRHA's policy on release of information to prospective landlords will be included in the briefing packet, which is provided to the family.

The information will be provided to the owner in writing.

Only a designated Housing Choice Voucher representative may provide this information. SNRHA's policy on providing information to owners is included in the briefing packet and will apply uniformly to all families and owners.

OWNER DISAPPROVAL [24 CFR 982.306]

See Chapter on "Owner Disapproval and Restriction."

CHANGE IN TOTAL TENANT PAYMENT (TTP) PRIOR TO HAP EFFECTIVE DATE

When the family reports changes in factors that will affect the Total Family Share prior to the effective date of the HAP contract at admission, the information will be verified and the Total Family Share will be recalculated. If the family does not report any change, SNRHA need not obtain new verifications before signing the HAP Contract, even if verifications are more than 60 calendar days old.

CONTRACT EXECUTION PROCESS [24 CFR 982.305(c)]

SNRHA prepares the Housing Assistance Contract and lease for execution. The family and the owner will execute the Lease agreement, and the owner and SNRHA will execute the HAP Contract. Copies of the documents will be furnished to the parties who signed the respective documents. SNRHA will retain a copy of all signed documents.

SNRHA makes every effort to execute the HAP Contract immediately after receiving all required documentation, signed by all parties. The HAP Contract may not be executed more than 60 calendar days after commencement of the lease term and no payments will be made until the contract is executed. The effective date of the HAP contract must match the effective date of the lease and the date will be the later of the date the units passes an initial HQS inspection or the tenant takes possession of the unit.

The Housing Choice Voucher Supervisor, or higher supervisory position on the organization chart, is authorized to execute a contract on behalf of SNRHA:

~~Owners must provide the current address of their residence (not a Post Office box). If families lease properties owned by relatives, other than those prohibited under HUD regulations, the owner's current address will be compared to the subsidized unit's address. The owner must have a different address than the assisted unit. Failure to notify SNRHA in writing of change of addresses may result in placing the vendor's direct deposit of HAP assistance on hold until such information is provided. SNRHA is required by law to provide all vendors with a 1099 each January and cannot comply with this federal law without updated addresses.~~

Unless their lease was effective prior to June 17, 1998, a family may not lease properties owned by a parent, child, grandparent, grandchild, sister or brother of any family member. SNRHA will



waive this restriction as a reasonable accommodation for a family member who is a person with a disability.

Owners must provide an Employer Identification Number or Social Security Number on IRS Form W-9.

Owners must also submit proof of ownership of the property by submitting a recorded copy of Grant Deed and a copy of the Management Agreement if the property is managed by a management agent.

The owner must provide a home telephone number and business number if applicable.

Foreign owners must provide a completed W8-ECI form.

LATE PAYMENT PENALTIES

See Chapter on “Owner Disapproval and Restriction.”

To assist SNRHA in its outreach efforts to owners, and to provide better customer service, SNRHA will make automatic monthly HAP deposits into the bank account of the owner. If the owner agrees to such an arrangement with SNRHA, the date the bank shows as the deposit date, will be the official payment date of record and will be the determining factor in cases involving late payment penalties. SNRHA will not make late payments due to direct deposits being posted by the vendors financial institution late, but were transmitted by SNRHA on the correct date. For example, when the first (1st) or the 15th falls on a Saturday or Holiday and the banks post the deposit on the next business day.

SNRHA will not be obligated to pay any late payment penalty if HUD determines that late payment is due to factors beyond SNRHA’s control, such as a delay in the receipt of program funds from HUD. SNRHA will use administrative fee income or the administrative fee reserve as its only source for late payment penalty.

Extensions of Tenancy after Initial Notice to Vacate:

If a family should request to extend tenancy beyond the initial date of vacate approved by the participant and owner/agent, both parties must sign a written extension of the vacate date and submit this document to SNRHA ~~prior to the expiration of the original vacate notice~~. The document must include a new vacate date and the tenancy may not extend beyond the expiration date of the reissued voucher. Only one (1) extension will be granted by SNRHA to extend the vacate date. The participant must be occupying the unit during the time of extension request.



SNRHA Policy

If the family and the owner mutually agree to terminate the lease for the family's unit after the first year of the lease the family must use SNRHA's mutual agreement form. Mutual rescissions will only be allowed for a reasonable accommodation for a disabled family and SNRHA must receive written third party verification of the need to relocate from a qualified professional provider. The manager/owner must also agree with this move if during the first year of the lease after SNRHA 504 Officer approves the accommodation. VAWA moves are also covered with mutual rescissions. Bifurcation of the lease is required by law for VAWA participants. Additionally the person that is the "documented" victim of the violence, even if they are not the head (meaning they are co-head), shall receive the voucher if the family is spilt as a result of a VAWA action. The person shall be terminated who commits the violent act shall be removed from the household by termination from the program. Only one voucher shall be issued.

- SNRHA has terminated the ~~assisted lease~~HAP contract for the family's unit for the owner's breach [24 CFR 982.31454(b)(1)(i)].
- SNRHA determines that the family's current unit does not meet the HQS space standards because of an increase in family size or a change in family composition. In such cases, SNRHA must issue the family a new voucher, and the family and PHA must try to find an acceptable unit as soon as possible. If an acceptable unit is available for the family, SNRHA must terminate the HAP contract for the family's old unit in accordance with the HAP contract terms and must notify both the family and the owner of the termination. The HAP contract terminates at the end of the calendar month that follows the calendar month in which SNRHA gives notice to the owner. [24 CFR 982.403(a) and (c)]
- The participant has been evicted by the courts.
- In compliance with 24CFR 982.311 (2), SNRHA shall allow overlapping HAP payments when a participant family moves from an assisted unit with continued assistance. The term of the assisted lease for the new unit may begin during the month family moves out of the first assisted unit. Overlapping of the last HAP payment for the month when the family moves out of the old unit and the first assistance payment for the new unit, is not considered to constitute a duplicate housing subsidy.

10-I.B. RESTRICTIONS ON MOVES

A family's right to move is generally contingent upon the family's compliance with program requirements [24 CFR 982.1(b)(2)]. HUD specifies two conditions under which a SNRHA may deny a family permission to move and two ways in which a SNRHA may restrict moves by a family.

Denial of Moves

HUD regulations permit SNRHA to deny a family permission to move under the following conditions:



Insufficient Funding

SNRHA may deny a family permission to move if SNRHA does not have sufficient funding for continued assistance [24 CFR 982.314(e)(1)].

SNRHA Policy

SNRHA will deny a family permission to move on grounds that SNRHA does not have sufficient funding for continued assistance if (a) the move is initiated by the family, not the owner or SNRHA; (b) SNRHA can demonstrate that the move will, in fact, result in higher subsidy costs; and (c) SNRHA can demonstrate that the move would result in the termination of other participants during the calendar years due to lack of HAP funds include HAP reserves. If this occurs, SNRHA must provide written notification to the

local HUD Office when it determines it is necessary to deny moves to a higher cost unit based on insufficient funding. The notification must include the following documentation:

1. A financial analysis that demonstrates insufficient funds are projected to meet the current calendar year projections of expenses. The projection must not include vouchers that have been issued but are yet under contract.
2. A statement certifying the PHA has ceased issuing vouchers and will not admit families from their waiting list while the limitations on moves to a higher cost unit is in place.
3. A copy of the PHA's policy stating how the PHA will address families who have been denied moves. The requirements of the policy are described below.

For moves within SNRHA's jurisdiction, a "higher cost unit" is defined as a unit in which the PHA would have to pay a higher subsidy amount due to an increase in the gross rent for the new unit. This policy applies to moves within SNRHA's jurisdiction as well as to moves outside its jurisdiction under portability.

Repayment Agreements

SNRHA shall deny moves under portability if the participant owes a debt to SNRHA, even if they are under a repayment agreement, unless the balance is paid in full prior to the voucher being issued and portability documents being submitted to the receiving PHA.

Grounds for Denial or Termination of Assistance

SNRHA has grounds for denying or terminating the family's assistance [24 CFR 982.314(e)(2)]. VAWA creates an exception to these restrictions for families who are otherwise in compliance with program obligations, but have moved to protect the health or safety of an individual who is or has been a victim of domestic violence, dating violence or stalking, and who reasonably believed he or she was imminently threatened by harm from further violence if they remained in the unit. [Pub.L. 109-162]

SNRHA Policy

If SNRHA has grounds for denying or terminating a family's assistance, SNRHA will act on those grounds in accordance with the regulations and policies set forth in Chapters 3 and 12, respectively.



SNRHA will grant a family permission to move if SNRHA has no grounds to deny or terminate the family's assistance for program violations, (a thorough definition of program violations can be found in the Administrative Plan). Further definition of a family's obligations include:

Family has provided a copy of the Vacate Notice, submitted to and signed by the current landlord. If the owner refuses to sign, the family shall mail a certified notice to the owner and provide a record to SNRHA. The family may not send a certified mailing prior to first attempting to contact the owner/agent and allow them at least seven (7) business days to sign the Vacate Notice.

The family has not received a notice of cancellation from the Housing Authority.

However, in addition, if the calculations reveal that the subsidy amount to be paid to the new owner on behalf of the family would be zero AND the family has been zero to HAP for six consecutive months prior to the effective date of the new contract, SNRHA would not render any assistance should the family proceed with the move.

Restrictions on Elective Moves [24 CFR 982.3154(c)]

HUD regulations permit SNRHA to prohibit any elective move by a participant family during the family's initial lease term. They also permit SNRHA to prohibit more than one elective move by a participant family during any 12-month period.

SNRHA Policy

SNRHA will deny a family permission to make an elective move during the family's initial lease term. This policy applies to moves within or outside of SNRHA's jurisdiction.

SNRHA will also deny a family permission to make more than one elective move during any 12-month period. This policy applies to all assisted families residing in SNRHA's jurisdiction.

SNRHA will consider exceptions to these policies for the following reasons:

To protect the health or safety of a family member (e.g., lead-based paint hazards, domestic violence).

The unit becomes in violation of HQS and the contract is terminated as a result of said violations;

Due to the sale of the unit and the new owner does not wish to continue the contract; (unless the new owner request to continue the HAP and signs the required forms) or the unit was foreclosed on and then Nevada laws and HUD regulations come into play.

SNRHA receives a written statement from the District Attorney's Office verifying that the participant has been placed under the witness protection or victim protection program;

Mutual rescissions will only be allowed as a reasonable accommodation for a disabled family for which written third party verification of the need to relocate from a qualified professional provider. The owner/manager must approve the move by signing a mutual



rescission form, after SNRHA approves the reasonable accommodation if they are willing to allow the move. Owners or managers with leases with HCV participants who are approved VAWA clients must bifurcate the lease in compliance with Federal law.

- The family must provide a written 30 day notice to the property owner/agent and SNRHA prior to moving from the unit. Failure to provide to both parties and receive approval from SNRHA prior to moving will lead to termination of their assistance;
- The owner has given the family a notice to vacate, has commenced an action to evict the family or has obtained a court judgment or other process allowing the owner to evict the family. If SNRHA receives a judgment which is not paid within the required timeframe or a summary of eviction, the family shall be terminated from the program even if they have moved to another unit. To lessen the impact of this occurrence and the negative impact to new owners, the family shall not be issued a voucher for 30 days of any notice served relating to a lease violation that is for cause.
- The family has given proper notice of lease termination (if the family has a right to terminate the lease on notice to owner) for owner breach or otherwise.

10-I.C. MOVING PROCESS

Notification

If a family wishes to move to a new unit, the family must notify SNRHA and the owner before moving out of the assisted unit or terminating the lease on notice to the owner [24 CFR 982.314354(d)(2)]. If the family wishes to move to a unit outside SNRHA's jurisdiction under portability, the notice to SNRHA must specify the area where the family wishes to move [24 CFR 982.3154(d)(2), Notice PIH ~~2004-12~~2012-42]. The notices must be in writing [24 CFR 982.5].

Approval

SNRHA Policy

Upon receipt of a family's notification that they wish to move, SNRHA will determine whether the move is approvable in accordance with the regulations and policies set forth in sections 10-I.A and 10-I.B. SNRHA will schedule an appointment with the family to come in to receive a moving packet or complete port out documents. SNRHA shall require families to provide a signed SNRHA Vacate Notice which is signed by the family and owner/manager. If the owner refuses to sign the Vacate Notice (60 days for tax credit properties) Intent Form and the tenant has completed the first year of the lease and has not signed a new lease for an additional year, the participant shall send the notice via certified mail and provide staff with a copy of proof of mailing before a moving voucher can be issued. The ~~intent to Vacate~~ ~~Notice~~ Notice must be signed and dated by both parties with an effective date. ~~All extensions~~ An extension of this notice must also be signed and dated by both parties and submitted to SNRHA, prior to the original vacate date and submitted to SNRHA prior to the vacate date.



Reexamination of Family Income and Composition

SNRHA Policy

For families approved to move to a new unit within SNRHA's jurisdiction, SNRHA will perform a new annual reexamination in accordance with the policies set forth in Chapter 11 of this plan.

Voucher Issuance and Briefing

SNRHA Policy

For families approved to move to a new unit within SNRHA's jurisdiction, SNRHA will issue a new voucher within 10 calendar days of SNRHA's written approval to move. No briefing is required for these families. However, staff will remind them of move requirements when the voucher is issued to move. SNRHA will follow the policies set forth in Chapter 7 on voucher term, extension, and expiration. If a family does not locate a new unit within the term of the voucher and any extensions, the family may remain in its current unit with continued voucher assistance if the owner agrees and SNRHA approves. Otherwise, the family will lose its assistance.

For families moving into or families approved to move out of the PHA's jurisdiction under portability, SNRHA will follow the policies set forth in Part II of this chapter.

Housing Assistance Payments [24 CFR 982.311(d)]

When a family moves out of an assisted unit, SNRHA may not make any housing assistance payment to the owner for any month **after** the month the family moves out. The owner may keep the housing assistance payment for the month when the family moves out of the unit.

If a participant family moves from an assisted unit with continued tenant-based assistance, the term of the assisted lease for the new assisted unit may begin during the month the family moves out of the first assisted unit. Overlap of the last housing assistance payment (for the month when the family moves out of the old unit) and the first assistance payment for the new unit, is not considered to constitute a duplicative housing subsidy.

Notice Requirements

Briefing sessions emphasize the family's responsibility to give the owner and SNRHA proper written notice of any intent to move.

The family must give the owner the required number of days' notice of their intent to vacate as specified in the lease in writing or a 30-day written notice when not specified in the lease. The family and must give a copy to SNRHA simultaneously utilizing SNRHA's "Vacate Notice." This notice must be signed by both parties; or if the owner refuses to sign, and the participant can provide SNRHA proof of their attempts to notify their owner by submitting a copy of their mailed Vacate Notice and a copy of their certified mail receipt. Therefore, the family must be and are otherwise eligible to move and; a moving voucher will be issued.

Time of Contract Change

A move within the same building or project, or between buildings owned by the same owner, will be processed like any other move.



In a move, assistance stops at the old unit at the end of the month in which the tenant ceased to occupy, unless proper notice was given to end a lease midmonth. Assistance will start on the new unit on the effective date of the lease and contract. Assistance payments may overlap for the month in which the family moves.

PART II: PORTABILITY

10-II.A. OVERVIEW

Within the limitations of the regulations and this plan, a participant family or an applicant family that has been issued a voucher has the right to use tenant-based voucher assistance to lease a unit anywhere in the United States providing that the unit is located within the jurisdiction of a PHA administering a tenant-based voucher program [24 CFR 982.353(b)]. The process by which a family obtains a voucher from one PHA and uses it to lease a unit in the jurisdiction of another

PHA is known as portability. The first PHA is called the **initial PHA**. The second is called the **receiving PHA**.

The receiving PHA has the option of administering the family's voucher for the initial PHA or absorbing the family into its own program. Under the first option, the receiving PHA bills the initial PHA for the family's housing assistance payments and the fees for administering the family's voucher. Under the second option, the receiving PHA pays for the family's assistance out of its own program funds, and the initial PHA has no further relationship with the family.

The same PHA commonly acts as the initial PHA for some families and as the receiving PHA for others. Each role involves different responsibilities. The PHA will follow the rules and policies in section 10-II.B when it is acting as the initial PHA for a family. It will follow the rules and policies in section 10-II.C when it is acting as the receiving PHA for a family.

In administering portability, the initial PHA and the receiving PHA must comply with financial procedures required by HUD, including the use of HUD-required forms [24 CFR 982.355(e)(5)].

PHAs must also comply with billing and payment deadlines, HUD may reduce an administrative fee to an initial or receiving PHA if the PHA does not comply with HUD portability requirements [24 CFR 982.355 (e)(7)].

SNRHA shall not deny a victim of domestic violence that is eligible under VAWA the access to portability.

According to HUD Final Rule on Streamlining Portability, published March 28, 2012, and revised August 20, 2015 (effective September 21, 2015); the following applies to the entire HCV program and is not limited to families exercising portability:

Mandatory Voucher Suspension: The rule requires suspension or "tolling" of the voucher term upon a family's submission of a Request for Tenancy Approval (RFTA.) Under the current rule, suspension is optional. The mandatory suspension begins when the family submits the RFTA and ends when the family is notified in writing of the approval or denial of the tenancy by using the Notice of Cancellation of RFTA form.



Briefing Requirements: The final rule requires the benefits of living in low-poverty census tracts must be explained to all families, including those who currently live in higher poverty areas. The required explanation of how portability works must now be given to all families, not just those who are eligible to exercise portability on initial voucher issuance.

HUD's Final Rule indicates the major changes to existing portability requirements and processes include:

Notification of Insufficient Funding: The rule adds a requirement that PHA's must notify the HUD field office within 10 business days of denying a move under portability due to insufficient funding.

Voucher Term: The voucher issued by the Receiving PHA (RHA) must have an expiration date at least 30 days after the expiration date of the voucher issued by the Initial PHA (IHA.) While the RHA may provide additional search time according to its existing policies, the billing deadline of 90 days after the expiration of the IHA's voucher remains in effect.

Administrative Fees: The final rule provides the administrative fee for portability is the lesser of 80 percent of the IHA's administrative fee (prorated if applicable) or 100 percent of the RHA's administrative fee. In no event will the RHA receive more than its own administrative fee.

Rescreening: The preamble to the rule states that RHAs "should be allowed" to apply their own screening standards to incoming portable families, and information on how rescreening may affect a family's assistance should be included in the briefing packet. HUD did not make any regulatory changes supporting this guidance. HUD did not make any regulatory changes supporting this guidance. SNRHA shall rescreen all incoming portability clients in accordance with its screening Policies.

10-II.B. INITIAL PHA ROLE

Allowable Moves under Portability

A family may move with voucher assistance only to an area where there is at least one PHA administering a voucher program [24 CFR 982.353(b)]. If there is more than one PHA in the area, the initial PHA may choose the receiving PHA [24 CFR 982.355(b)]. The initial PHA provides the family with the contact information for the receiving PHAs that serve the area, and the family selects the receiving PHA. The family must inform the initial PHA which PHA it has selected. If the family prefers not to select the receiving PHA, the initial PHA will select the receiving PHA on behalf of the family (24 CFR 982.255(b).

Applicant families that have been issued vouchers as well as participant families may qualify to lease a unit outside SNRHA's jurisdiction under portability. The initial PHA, in accordance with HUD regulations and PHA policy, determines whether a family qualifies.



Applicant Families

Under HUD regulations, most applicant families qualify to lease a unit outside the PHA's jurisdiction under portability. However, HUD gives SNRHA discretion to deny a portability move by an applicant family for the same two reasons that it may deny any move by a participant family: insufficient funding and grounds for denial or termination of assistance. If a PHA intends to deny a family permission to move under portability due to insufficient funding, the PHA must notify HUD within 10 business days of the determination to deny the move [24 CFR 982.355(e)].

SNRHA Policy

In determining whether or not to deny an applicant family permission to move under portability because SNRHA lacks sufficient funding or has grounds for denying assistance to the family, the initial SNRHA will follow the policies established in section 10-I.B of this chapter. If the PHA does deny the move due to insufficient funding, the PHA will notify HUD in writing within 10 business days of the PHA's determination to deny the move.

In addition, SNRHA may establish a policy denying the right to portability to nonresident applicants during the first 12 months after they are admitted to the program [24 CFR 982.353(c)].

SNRHA Policy

If neither the head of household nor the spouse/cohead of an applicant family had a domicile (legal residence) in SNRHA's jurisdiction at the time the family's application for assistance was submitted, the family must live in SNRHA's jurisdiction with voucher assistance for at least 12 months before requesting portability.

SNRHA will consider exceptions to this policy for purposes of reasonable accommodation (see Chapter 2). ~~However, any exception to this policy is subject to the approval of the receiving PHA [24 CFR 982.353(e)(3)].~~

Participant Families

The Initial SNRHA must not provide portable assistance for a participant if a family has moved out of its assisted unit in violation of the lease [24 CFR 982.353(b)]. VAWA creates an exception to this prohibition for families who are otherwise in compliance with program obligations but have moved to protect the health or safety of an individual who is or has been a victim of domestic violence, dating violence or stalking and who reasonably believed he or she was imminently threatened by harm from further violence if they remained in the unit.

SNRHA Policy

SNRHA will determine whether a participant family may move out of SNRHA's jurisdiction with continued assistance in accordance with the regulations and policies set forth here and in sections 10-I.A and 10-I.B of this chapter. SNRHA will notify the family of its determination in accordance with the approval policy set forth in section 10-I.C of this chapter.



Determining Income Eligibility

Applicant Families

An applicant family may lease a unit in a particular area under portability only if the family is income eligible for admission to the voucher program in that area [24 CFR 982.353(d)(3)]. The family must specify the area to which the family wishes to move [~~Notice 2004-122012-42~~ 24 CFR 982.355(c)(1)].

The initial PHA is responsible for determining whether the family is income eligible in the area to which the family wishes to move [24 CFR 982.353~~(ed)~~(1), 24CFR 982.355 (9)]. If the applicant family is not income eligible in that area, the PHA must inform the family that it may not move there and receive voucher assistance [Notice PIH ~~2004-122012-42~~].

Participant Families

The income eligibility of a participant family is not redetermined if the family moves to a new jurisdiction under portability [24 CFR 982.353(d)(2), ~~24 CFR 982.355(e)(1)~~].

Reexamination of Family Income and Composition

No new reexamination of family income and composition is required for an applicant family.

SNRHA Policy

For a participant family approved to move out of its jurisdiction under portability, SNRHA generally will conduct a reexamination of family income and composition only if the family's annual reexamination must be completed on or before the initial billing deadline specified on form HUD-52665, Family Portability Information.

SNRHA will make any exceptions to this policy necessary to remain in compliance with HUD regulations.

SNRHA shall inform the receiving PHA of the incoming port family and confirm if they are absorbing or billing and shall send all required documents including an EIV. The EIV shall be sent in a confidential envelop.

Briefing

The regulations and policies on briefings set forth in Chapter 7 of this plan require SNRHA to provide information on portability to all applicant families that qualify to lease a unit outside SNRHA's jurisdiction under the portability procedures. Therefore, no special briefing is required for these families.

SNRHA Policy

No formal briefing will be required for a participant family wishing to move outside SNRHA's jurisdiction under portability. However, SNRHA will provide the family with the same oral and written explanation of portability that it provides to applicant families selected for admission to the program (see Chapter 7).

SNRHA will provide the name, address, and phone of the contact for the PHA in the jurisdiction to which they wish to move. If there is more than one PHA with jurisdiction



over the area to which the family wishes to move, the PHA will advise the family that the family must select the receiving PHA and notify the initial PHA of which receiving PHA was selected. The PHA will further inform the family that if the family prefers not to select the receiving PHA, the initial PHA will select the receiving PHA on behalf of the family.

SNRHA will advise the family that they will be under the PRHA's policies and procedures, ~~including including screening, subsidy standards, and voucher extension policies, and payment standards. Staff will assist the family with making contact with the PHS in the jurisdiction of their choice.~~

Voucher Issuance and Term

An applicant family has no right to portability until after the family has been issued a voucher [24 CFR 982.353(b)]. In issuing vouchers to applicant families, SNRHA will follow the regulations and procedures set forth in Chapter 7. A new voucher is not required for portability purposes.

SNRHA Policy

For families approved to move under portability, SNRHA will issue a new voucher within 10 calendar days of SNRHA's receiving a Vacate or other written notice which is approvable to port out.

The initial term of the voucher will be 60 calendar days, 90 calendar days for disabled families.

If the family moving under portability is living in a unit where HAP has been abated because of the failure to complete the HQS repairs, or the client previously vacated their unit due to unsafe condition, the voucher issuance date will be the effective date of that action.

Voucher Extensions and Expiration

SNRHA Policy

SNRHA will **not approve** extensions of a voucher issued to an applicant or a participant's family porting out of SNRHA's jurisdiction except under the following circumstances: (a) the family decides to return to the initial PHA's jurisdiction and search for a unit there and their voucher has not expired, or (b) the family decides to search for a unit in a third PHA's jurisdiction and their voucher has not expired. In such cases, the policies on voucher extensions set forth in Chapter 7, section 5-II.E, of this plan will apply, including the requirement that the family apply for an extension in writing prior to the expiration of the initial voucher term.

To receive or continue receiving assistance under the initial PHA's voucher program, a family that moves to another PHA's jurisdiction under portability must be under HAP contract in the receiving PHA's jurisdiction within ~~60~~90 calendar days following the expiration date of the initial PHA's voucher term (including any extensions). (See below under "Initial Billing Deadline" for one exception to this policy.)



Initial Contact with the Receiving PHA

After approving a family's request to move under portability, the initial PHA must promptly notify the receiving PHA via email or other confirmed delivery method to expect the family [24 CFR 982.355(c)(23), 24 CFR 9682.355(c)(7)]. ~~This means that the initial PHA must contact the receiving PHA directly on the family's behalf [Notice PIH 2004-~~

~~12].~~ The initial PHA must also advise the family how to contact and request assistance from the receiving PHA [24 CFR 982.355(c)(26)].

SNRHA Policy

Because the portability process is time-sensitive, SNRHA will notify the receiving PHA by fax to expect the family. The initial PHA will also ask the receiving PHA to provide any information the family may need upon arrival, including the name, fax, email and telephone number of the staff person responsible for business with incoming portable families and procedures related to appointments for voucher issuance. SNRHA will pass this information along to the family. SNRHA will also ask for the name, address, telephone number, fax and email of the person responsible for processing the billing information.

Sending Documentation to the Receiving PHA

The initial SNRHA is required to send the receiving PHA the following documents:

- Form HUD-52665, Family Portability Information, with Part I filled out [Notice PIH 2012-42]
- A copy of the family's voucher [Notice PIH 2012-42]
- A copy of the family's most recent form HUD-50058, Family Report, or, if necessary in the case of an applicant family, family and income information in a format similar to that of form HUD-50058 [24 CFR 982.355(c)(47), Notice PIH 2012-42]
- Copies of the income verifications backing up the form HUD-50058 [24 CFR 982.355(c)(74), Notice PIH 2012-42] and EIV printout in a confidential envelop.
- Notification to confirm if the PHA is billing or absorbing.

SNRHA Policy

In addition to these documents, SNRHA will provide the following information, if available, to the receiving PHA:

Last EIV print out

Social security numbers (SSNs)

Documentation of SSNs for all family members

Documentation of legal identity

Documentation of citizenship or eligible immigration status

Documentation of participation in the earned income disallowance (EID) benefit

Documentation of participation in a family self-sufficiency (FSS) program



SNRHA will notify the family in writing regarding any information provided to the receiving PHA [HCV GB, p. 13-3].

Initial Billing Deadline [Notice PIH 2012-42, Letter to Executive Directors 9-15-15]

~~When SNRHA sends form the HUD-52665 to the receiving PHA, it specifies in Part I the deadline by which it must receive the initial billing notice from the receiving PHA. This~~ The deadline for submission of initial billing is 690 calendar days following the expiration date of the voucher issued to the family by the initial PHA. If the initial PHA does not receive a billing notice by the deadline and does not intend to honor a late billing submission, it must contact the receiving PHA to determine the status of the family. If the receiving PHA reports that the family is not yet under HAP contract, the initial PHA may refuse to accept a late billing submission. If the receiving PHA reports that the family is under HAP contract and the receiving PHA cannot absorb the family, the initial PHA must accept a late billing submission; however, it may report to HUD the receiving PHA's failure to comply with the deadline.

SNRHA Policy

If SNRHA has not received an initial billing notice from the receiving PHA ~~by the deadline specified on form the HUD form 52665~~ within 90 days of expiration of the IHA's voucher, it will contact the receiving PHA via by phone, fax, or e-mail. If the PHA reports that the family is not yet under HAP contract, the PHA will inform the receiving PHA that it will not honor a late billing submission and will return any subsequent billings that it receives on behalf of the family. SNRHA will send the receiving PHA a written confirmation of its decision by mail.

SNRHA will allow an exception to this policy if the family includes a person with disabilities and the late billing is a result of a reasonable accommodation granted to the family by the receiving PHA.

Monthly Billing Payments [24 CFR 982.355(e), Notice PIH 2012-42]

If the receiving PHA is administering the family's voucher, the receiving PHA bills the initial PHA for housing assistance payments and administrative fees. When reimbursing for administrative fees, the initial PHA must promptly reimburse the receiving PHA for the lesser of 80 percent of the initial PHA ongoing administrative fee or 100 percent of the receiving PHA's ongoing administrative fee for each program unit under contract on the first day of the month for which the receiving PHA is billing the initial PHA under portability. If the administrative fees are prorated for the HCV program, the proration will apply to the amount of the administrative fee for which the receiving PHA may bill [24 CFR 982.355(e)(2)].

The initial PHA is responsible for making billing payments in a timely manner. The first billing amount is due within 30 calendar days after the initial PHA receives Part II of form HUD-52665 from the receiving PHA. Subsequent payments must be **received** by the receiving PHA no later than the fifth business day of each month. The payments must be provided in a form and manner that the receiving PHA is able and willing to accept.

The initial PHA may not terminate or delay making payments under existing portability billing arrangements as a result of overleasing or funding shortfalls. The PHA must manage its tenant-based program in a manner that ensures that it has the financial ability to provide assistance for



families that move out of its jurisdiction under portability and are not absorbed by receiving PHAs as well as for families that remain within its jurisdiction.

SNRHA Policy

SNRHA will mail monthly checks to make payments unless the receiving PHA notifies SNRHA of their direct deposit information.

Annual Updates of Form HUD-50058

If SNRHA is being billed on behalf of a portable family, it should receive an updated form the HUD form-50058 each year from the receiving PHA. If SNRHA fails to receive an updated 50058 by the family's annual reexamination date, the initial PHA should contact the receiving PHA to verify the status of the family.

Subsequent Family Moves

Within the Receiving PHA's Jurisdiction [24 CFR 314(e)(1), Notice PIH 2005-1]

The initial PHA has the authority to deny subsequent moves by portable families whom it is assisting under portability billing arrangements if it does not have sufficient funding for continued assistance.

SNRHA Policy

If SNRHA determines that it must deny moves on the grounds that it lacks sufficient funding (see section 10-I.B), it will notify all receiving PHAs with which it has entered into portability billing arrangements that they, too, must deny moves to higher cost units by portable families from SNRHA's jurisdiction.

SNRHA will allow exceptions to this policy for purposes of reasonable accommodation of a family member who is a person with disabilities.

Outside the Receiving PHA's Jurisdiction [Notice PIH 2012-42]

If the initial PHA is assisting a portable family under a billing arrangement and the family subsequently decides to move out of the receiving PHA's jurisdiction, the initial PHA is responsible for issuing the family a voucher while the family is either being assisted or has a voucher from the receiving PHA and, if the family wishes to port to another jurisdiction, sending form HUD-52665 and supporting documentation to the new receiving PHA. Any extensions of the initial PHA voucher necessary to allow the family additional search-time to return to the initial PHA's jurisdiction or to move to another jurisdiction would be at the discretion of the initial PHA.

Denial or Termination of Assistance [24 CFR 982.355(c)(179)]

~~If SNRHA has grounds for denying or terminating assistance for a portable family that has not been absorbed by the receiving PHA, SNRHA may act on those grounds at any time. At any time, either the initial PHA or the receiving PHA may make a determination to deny or terminate~~



assistance with the family in accordance with 24 CFR 982.552 and 24 CFR 982.553. (For SNRHA policies on denial and termination, see Chapters 3 and 12, respectively.)

10-II.C. RECEIVING PHA ROLE

If a family has a right to lease a unit in the receiving PHA's jurisdiction under portability, the receiving PHA must provide assistance for the family [24 CFR 982.355(10)]. HUD may determine in certain instances that a PHA is not required to accept incoming portable families, such as a PHA in a declared disaster area. However, the PHA must have approval in writing from HUD before refusing any incoming portable families [24 CFR 982.355(b)]. Administration of the voucher must be in accordance with the receiving PHA's policies. This requirement also applies to policies of Moving to Work agencies. The receiving PHA procedures and preferences for selection among eligible applicants do not apply to the family, and the receiving PHA waiting list is not used [24 CFR 982.355(c)(10)].

~~The receiving PHA's procedures and preferences for selection among eligible applicants do not apply, and the receiving PHA's waiting list is not used [24 CFR 982.355(10)]. However, the family's unit, or voucher, size is determined in accordance with the subsidy standards of the receiving PHA [24 CFR 982.355(7c)(12)], and the amount of the family's housing assistance payment is determined in the same manner as for other families in the receiving PHA's voucher program [24 CFR 982.355(e)(2)]. receiving PHA's policies on extensions of the voucher term apply [24 CFR 982.355 (c)(14)].~~

Responding to Initial PHA's Request [24 CFR 982.355(c)]

The receiving PHA must respond via e-mail or other confirmed delivery method to the initial PHA's inquiry to determine whether the family's voucher will be billed or absorbed [(24 CFR 982.355(c)(3)]. . If the receiving PHA informs the initial PHA that it will be absorbing the voucher, the receiving PHA cannot reverse its decision at a later date without consent of the initial PHA (24 CFR 982.355(c)(4).[Notice PIH 2012-42].

SNRHA Policy

SNRHA will use e-mail, when possible, to notify the initial PHA whether it will administer or absorb the family's voucher.

Initial Contact with Family

When a family moves into SNRHA's jurisdiction under portability, the family is responsible for promptly contacting SNRHA and complying with SNRHA's procedures for incoming portable families ~~[24 CFR 982.355(e)(3)].~~ The family's failure to comply may result in denial or termination of the receiving PHA's voucher [24 CFR 982.355 (c)(8)].

If the voucher issued to the family by the initial PHA has expired, the receiving SNRHA ~~does not process the family's paperwork but instead refers the family back to the initial PHA [Notice PIH 2004 12].~~ must contact the initial PHA to determine if it will extend the voucher [24 CFR 982.355 (c)(13)].

When a portable family requests assistance from SNRHA, SNRHA must promptly inform the initial PHA whether SNRHA will bill the initial PHA for assistance on behalf of the portable family or will absorb the family into its own program [24 CFR 982.355(c)(5)]. If SNRHA initially bills the initial PHA for the family's assistance, it may later decide to absorb the family



into its own program [Notice PIH 2012-42]. (See later under “Absorbing a Portable Family” for more on this topic.)

SNRHA Policy

SNRHA will notify the initial PHA whether it intends to bill the receiving PHA on behalf of the portable family or absorb the family into its own program. SNRHA will absorb all incoming FSS Portability Participants, if funding is available (See Chapter 18 – Family Self Sufficiency).

If for any reason the receiving SNRHA refuses to process or provide assistance to a family under the portability procedures, the family must be given the opportunity for an informal review or hearing [Notice PIH 2012-42]. (For more on this topic, see later under “Denial or Termination of Assistance.”)

Briefing

HUD allows SNRHA to require a briefing for an incoming portable family as long as the requirement does not unduly delay the family’s search [Notice PIH 2012-42].

SNRHA Policy

SNRHA will require the family to attend a briefing. SNRHA will provide the family with a briefing packet (as described in Chapter 7) and, in an individual briefing, will orally inform the family about the PHA’s payment and subsidy standards, procedures for requesting approval of a unit, the unit inspection process, and the leasing process.

SNRHA will allow a one-on-one (1-on-1) briefing only as a reasonable accommodation which must be requested in writing from the applicant/participant and approved by SNRHA’s HP management. This also applies for clients needing LEP for languages other than a language provided by staff at general briefings.

Income Eligibility and Reexamination

~~HUD allows the receiving SNRHA to conduct its own income reexamination of a portable family [24 CFR 982.355(e)(4)]. However, SNRHA may not delay voucher issuance or unit approval until the reexamination process is complete unless the reexamination is necessary to determine that an applicant family is income eligible for admission to the program in the area where the family wishes to lease a unit [PIH Notice 2012-42, 24 CFR 982.201(b)(4)]. SNRHA does not redetermine income eligibility for a portable family that was already receiving assistance in the initial PHA’s voucher program [24 CFR 982.355(c)(9)].~~ If the receiving PHA opts to conduct a new reexamination for a current participant family, the receiving PHA may not delay issuing the family a voucher or otherwise delay approval of a unit [24 CFR 982.355(c)(11)].

SNRHA Policy

For any family moving into its jurisdiction under portability, SNRHA will conduct a new reexamination of family income and composition. However, SNRHA will not delay issuing the family a voucher for this reason. Nor will SNRHA delay approving a unit for



the family until the reexamination process is complete unless the family is an applicant and SNRHA cannot otherwise confirm that the family is income eligible for admission to the program in the area where the unit is located.

In conducting its own reexamination, SNRHA will rely upon any verification provided by the initial PHA to the extent that they (a) accurately reflect the family's current circumstances and (b) were obtained within the last 120 calendar days. Any new information may be verified by documents provided by the family and adjusted, if necessary, when third party verification is received. Criminal screening will be conducted but shall not delay the lease-up process of port-ins.

Voucher Issuance

When a family moves into its jurisdiction under portability, SNRHA is required to issue the family a voucher [24 CFR 982.355(c)(613)]. The family must submit a request for tenancy approval to SNRHA during the term of the receiving PHA's voucher [24 CFR 982.355(c)(615)].

Timing of Voucher Issuance

HUD expects the receiving PHA to issue the voucher within two weeks after receiving the family's paperwork from the initial PHA if the information is in order, the family has contacted the receiving PHA, and the family complies with the receiving PHA's procedures [Notice PIH 2012-42].

SNRHA Policy

When family ports into its jurisdiction, SNRHA will issue the family a voucher based on the paperwork provided by the initial PHA unless the family's paperwork from the initial PHA is incomplete, the family's voucher from the initial PHA has expired or the family does not comply with SNRHA's procedures. SNRHA will update the family's information when verification has been completed.

Voucher Term

The term of SNRHA's voucher may not expire before ~~the term 30 calendar days from~~ the expiration date of the initial PHA's voucher [24 CFR 982.355(c)(136)].

SNRHA Policy

SNRHA's voucher will expire 30 calendar days from the expiration on the same date as of the initial PHA's voucher.

Voucher Extensions [24 CFR 982.355(c)(146), Notice 2012-42]

~~SNRHA may provide additional search time to the family beyond the expiration date of the initial PHA's voucher; however, if it does so, Once the receiving PHA issues the portable family a voucher, the receiving PHA's policies on extensions of the voucher term apply. The receiving PHA it~~ must inform the initial PHA of the-any extension granted to the term of the voucher. It must also bear in mind the billing deadline provided by the initial PHA. Unless willing and able to absorb the family, SNRHA should ensure that any voucher expiration date would leave sufficient time to process a request for tenancy approval, execute a HAP contract, and deliver the initial billing to the initial PHA.



SNRHA Policy

SNRHA generally will not extend the term of the voucher that it issues to an incoming portable family unless the PHA plans to absorb the family into its own program, in which case it will follow the policies on voucher extension set forth in section 5-II.E.

SNRHA will consider an exception to this policy as a reasonable accommodation to a person with disabilities (see Chapter 2).

Voucher Suspensions [24 CFR 982.303, 24 CFR 982.355(c)(15)]

If the family submits a request for tenancy approval during the term of the receiving PHA's voucher, the PHA must suspend the term of that voucher. The term of the voucher stops from the date that the family submits a request for PHA approval of the tenancy until the date the PHA notifies the family in writing whether the request has been approved or denied [24 CFR 982.4(b)] (see Section 5-II.E).

Notifying the Initial PHA

SNRHA must promptly notify the initial PHA if the family has leased an eligible unit under the program or if the family fails to submit a request for tenancy approval for an eligible unit within the term of the receiving PHA's voucher [24 CFR 982.355(c)(8)]. SNRHA is required to use Part II of form HUD-52665, Family Portability Information, for this purpose [~~24 CFR 982.355(e)(5)~~; Notice PIH 2012-42]. (For more on this topic and the deadline for notification, see below under "Administering a Portable Family's Voucher.")

If an incoming portable family ultimately decides not to lease in the jurisdiction of SNRHA but instead wishes to return to the initial PHA's jurisdiction or to search in another jurisdiction, SNRHA must refer the family back to the initial PHA. In such a case the voucher of record for the family is once again the voucher originally issued by the initial PHA. Any extension of search time provided by SNRHA's voucher is only valid for the family's search in SNRHA's jurisdiction. [Notice PIH 2012-42]

Administering a Portable Family's Voucher

Portability Billing [24 CFR 982.355(e)]

To cover assistance for a portable family that was not absorbed, the receiving PHA bills the initial PHA for housing assistance payments and administrative fees. The amount of the housing assistance payment for a portable family in the receiving PHA's program is determined in the same manner as for other families in the receiving PHA's program.

The receiving PHA may bill the initial PHA for the lesser of 80 percent of the initial PHA's ongoing administrative fee or 100 percent of the receiving PHA's ongoing administrative fee for each program unit under contract on the first day of the month for which the receiving PHA is billing the initial PHA under portability. If the administrative fees are prorated for the HCV program, the proration will apply to the amount of the administrative fee for which the receiving PHA may bill (i.e., the receiving PHA may bill for the lesser of 80 percent of the initial PHA's prorated ongoing administrative fee or 100 percent of the receiving PHA's ongoing administrative fee).



If both PHAs agree, the PHAs may negotiate a different amount of reimbursement.

SNRHA Policy

Unless the PHA negotiates a different amount of reimbursement with the initial PHA, the PHA will bill the initial PHA the maximum amount of administrative fees allowed, ensuring any administrative fee proration has been properly applied.

Initial Billing Deadline

If a portable family's search for a unit is successful and SNRHA intends to administer the family's voucher, SNRHA must submit its initial billing notice (Part II of form HUD-52665) (a) no later than 10 business days following the date the receiving PHA **executes** a HAP contract on behalf of the family **and** (b) in time that the notice will be **received** no later than 60 calendar days following the expiration date of the family's voucher issued by the initial PHA [Notice PIH 2012-42]. A copy of the family's form HUD-50058, Family Report, completed by the receiving PHA must be attached to the initial billing notice. SNRHA may send these documents by mail, fax or e-mail.

SNRHA Policy

SNRHA will send its initial billing notice by fax or e-mail, if necessary, to meet the billing deadline.

If SNRHA fails to send the initial billing within 10 business days following the date the HAP contract is executed, it is required to absorb the family into its own program unless (a) the initial PHA is willing to accept the late submission or (b) HUD requires the initial PHA to honor the late submission (e.g., because SNRHA is over leased) [Notice PIH 2012-42].

Ongoing Notification Responsibilities [Notice PIH 2012-42, HUD-52665]

Annual Reexamination. SNRHA must send the initial PHA a copy of a portable family's updated form HUD-50058 after each annual reexamination for the duration of time SNRHA is billing the initial PHA on behalf of the family, regardless of whether there is a change in the billing amount.

SNRHA Policy

SNRHA will send a copy of the updated HUD-50058 by regular mail at the same time SNRHA and owner are notified of the reexamination results.

Change in Billing Amount. SNRHA is required to notify the initial PHA, using form the HUD Form -52665, of any change in the billing amount for the family as a result of:

- A change in the HAP amount (because of a reexamination, a change in the applicable payment standard, a move to another unit, etc.)
- An abatement or subsequent resumption of the HAP payments
- Termination of the HAP contract
- Payment of a damage/vacancy loss claim for the family



Chapter 11

REEXAMINATIONS

INTRODUCTION

In accordance with HUD requirements, SNRHA will reexamine the income and household composition of all families at least annually. Families will be provided accurate annual and interim rent adjustments. Recertifications and interim examinations will be processed in a manner that ensures families are given reasonable notice of rent increases. All annual activities will be coordinated in accordance with HUD regulation. It is a HUD requirement that families report all changes in household composition. It also explains the interim reporting requirements for families, and the standards for timely reporting. Interim reexaminations are also needed in certain situations.

This chapter discusses both annual and interim reexaminations, and the recalculation of family share and subsidy that occurs as a result. HUD regulations and SNRHA's policies concerning reexaminations are presented in three parts:

Part I: Annual Reexaminations. This part discusses the process for conducting annual reexaminations.

Part II: Interim Reexaminations. This part details the requirements for families to report changes in family income and composition between annual reexaminations.

Part III: Recalculating Family Share and Subsidy Amount. This part discusses the recalculation of family share and subsidy amounts based on the results of annual and interim reexaminations.

Policies governing reasonable accommodation, family privacy, required family cooperation, and program abuse, as described elsewhere in this plan, apply to both annual and interim reexaminations.

PART I: ANNUAL REEXAMINATIONS [24 CFR 982.516]

11-I.A. OVERVIEW

SNRHA must conduct a reexamination of family income and composition at least annually. This includes gathering and verifying current information about family composition, income, and expenses. Based on this updated information, the family's income and rent must be recalculated. This part discusses the schedule for annual reexaminations, the information to be collected and verified, and annual reexamination effective dates.

With HUD's final rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," SNRHA may implement tri-annual reexaminations (or once every three [3] years.) SNRHA will continue to conduct annual reexaminations at this time.



An advocate, interpreter, or other assistant may assist the family in the interview process. The family and SNRHA must execute a certification attesting to the role and assistance of any such third party.

11-I.C. CONDUCTING ANNUAL REEXAMINATIONS

As part of the annual reexamination process, families are required to provide updated information to SNRHA regarding the family's income, expenses, and composition [24 CFR 982.551(b)].

SNRHA Policy

Families will be asked to bring all required information (as described in the reexamination notice) to the reexamination appointment. The required information will include a SNRHA-designated reexamination form, an Authorization for the Release of Information/Privacy Act Notice, as well as supporting documentation related to the family's income, expenses, family composition and other required forms.

Any required documents or information that the family is unable to provide at the time of the interview must be provided within 14 calendar days of the interview. If the family is unable to obtain the information or materials within the required time frame, the family may request an extension.

If the family does not provide the required documents or information within the required time frame (plus any extensions), the family will be sent a notice of termination (See Chapter 12).

The information provided by the family generally must be verified in accordance with the policies in Chapter 6. Unless the family reports a change, or the agency has reason to believe a change has occurred in information previously reported by the family, certain types of information that are verified at admission typically do not need to be re-verified on an annual basis. These include:

- Legal identity
- Age
- Social security numbers
- A person's disability status
- Citizenship or immigration status –except for expired status

If adding a new family member due to birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency pregnancy or adoption by the head/co-head to the unit causes overcrowding according to the Housing Quality Standards (HQS) (see Chapter 8), SNRHA must issue the family a new voucher, and the family must try to find an acceptable unit as soon as possible. If an acceptable unit is not available for rental by the family, SNRHA must terminate the HAP contract in accordance with its terms [24 CFR 982.403].



~~SNRHA will not increase the Increase in voucher size when adding other adults shall not be provided when adding other adults to the family that are 18 or older or children that are not foster youth.~~

~~SNRHA shall not increase the bedroom size for addition of minor children, other than by birth, adoption, marriage, court awarded custody, court awarded guardianship, or an assignment with verification from a social service agency. A social service agency is defined as a Department of Family Services.~~

~~or children that are not foster youth or children for which the family has not signed SNRHA's guardianship form and submitted the required court awarded guardianship within 365 calendar days.~~

11-I.D. DETERMINING ONGOING ELIGIBILITY OF CERTAIN STUDENTS [24 CFR 982.552(b)(5)]

Section 327 of Public Law 109-115 established new restrictions on the ongoing eligibility of certain students (both part- and full-time) who are enrolled in institutions of higher education.

If a student enrolled in an institution of higher education is under the age of 24, is not a veteran, is not married, and does not have a dependent child, the student's eligibility must be reexamined along with the income eligibility of the student's parents on an annual basis. In these cases, both the student and the student's parents must be income eligible for the student to continue to receive HCV assistance. If, however, a student in these circumstances is determined independent from his or her parents in accordance with PHA policy, the income of the student's parents will not be considered in determining the student's ongoing eligibility.

Students who reside with parents in an HCV assisted unit are not subject to this provision. It is limited to students who are receiving assistance on their own, separately from their parents.

SNRHA Policy

During the annual reexamination process, SNRHA will determine the ongoing eligibility of each student who is subject to the eligibility restrictions in 24 CFR 5.612 by reviewing the student's individual income as well as the income of the student's parents. If the student has been determined "independent" from his/her parents based on the policies in Sections 3-II.E, the parents' income will not be reviewed.

If the student is no longer income eligible based on his/her own income or the income of his/her parents, the student's assistance will be terminated.

If the student continues to be income eligible based on his/her own income and the income of his/her parents (if applicable), SNRHA will process a reexamination in accordance with the policies in this chapter.

11-I.E. EFFECTIVE DATES

SNRHA must establish policies concerning the effective date of changes that result from an annual reexamination [24 CFR 982.516].

SNRHA Policy



Family-Initiated Interim Reexaminations

SNRHA must adopt policies prescribing when and under what conditions the family must report changes in family income or expenses [24 CFR 982.516(c)]. In addition, HUD regulations require that the family be permitted to obtain an interim reexamination any time the family has experienced a change in circumstances since the last determination [24 CFR 982.516(b)(2)].

Required Reporting

HUD regulations give SNRHA the freedom to determine the circumstances under which families will be required to report changes affecting income.

SNRHA Policy

Families are required to report all increases in income, including new employment, within 10 calendar days of the date the change takes effect.

Families are required to report any other changes in income or expenses and family composition within 10 calendar days in writing.

If the family's Total Tenant Payments (TTP) is the minimum rent and/or the family has requested a hardship exemption, the family must report any increase in income. SNRHA will adjust the rent at the end of the hardship period.

Families are required to report all changes in income and family composition within 10 calendar days of the change.

Optional Reporting

The family may request an interim reexamination any time the family has experienced a change in circumstances since the last determination [24 CFR 982.516(b)(2)]. SNRHA must process the request if the family reports a change that will result in a reduced family income [HCV GB, p. 12-9].

If a family reports a decrease in income from the loss of welfare benefits due to fraud or non-compliance with a welfare agency requirement to participate in an economic self-sufficiency program, the family's share of the rent will not be reduced [24 CFR 5.615]. For more information regarding the requirement to impute welfare income see Chapter 5.

SNRHA Policy

If a family reports a change that would result in an increase in the family share of the rent, but will not go into ~~effective-effect~~ until the annual date, SNRHA will note the information in the tenant file, and send a no change letter.

If a family reports a change ~~that it was not required to report and~~ that would result in a decrease in the family share of rent, SNRHA will conduct an interim reexamination. See Section 11-II.D. for effective dates.



11-II.D. PROCESSING THE INTERIM REEXAMINATION

Method of Reporting

SNRHA Policy

The family shall notify SNRHA of changes only in writing within 10 calendar days of any change in family composition (including marriage) or income. Generally, the family will not be required to attend an interview for an interim reexamination. However, if SNRHA determines that an interview is warranted, the family may be required to attend.

Based on the type of change reported, SNRHA will determine the documentation the family will be required to submit. The family must submit any required information or documents within 14 business days of receiving a request from SNRHA. This time frame may be extended for good cause with SNRHA's approval. SNRHA will accept required documentation by mail, ~~by~~-fax, e-mail, or in person.

Effective Dates

SNRHA must establish the time frames in which any changes that result from an interim reexamination will take effect [24 CFR 982.516(d)]. The changes may be applied either retroactively or prospectively, depending on whether there is to be an increase or a decrease in the family share of the rent, and whether the family reported any required information within the required time frames [HCV GB, p. 12-10].

SNRHA Policy

If the family share of the rent is to *increase*:

The increase generally will be effective on the first of the month following 30 days' notice to the family.

If a family fails to report a change within the required time frames, or fails to provide all required information within the required time frames, the increase will be applied retroactively, to the date it would have been effective had the information been provided on a timely basis. The family will be responsible for any overpaid subsidy and may be offered a repayment agreement in accordance with the policies in Chapter 14.

If the family share of the rent is to *decrease*:

The decrease will be effective on the first day of the month following the month in which the change was reported and all required documentation was submitted. In cases where the change cannot be verified until after the date the change would have become effective, the change will be made retroactively.

OTHER INTERIM REPORTING ISSUES

An interim reexamination does not affect the date of the annual recertification.

SNRHA Policy

A verification used for purposes of completing the interim may be used for completing the family's annual recertification if the verification is current within 120 calendar days



To gain the full content of the NCIC data through the FBI approved channeling agent, SNRHA will submit an applicant/participant fingerprint card to the channeling agent.

Applicants and Incoming Port clients shall be required to have prints done when Metropolitan Police Department has indicated crimes may have been committed out of SNRHA's jurisdiction.

Confidentially of Criminal Records

SNRHA will ensure any criminal record received is maintained confidentially, not misused or improperly disseminated, and destroyed once the purpose for which it was requested is accomplished.

All criminal reports, while needed by the HPM/Director of Housing Programs (DHP) or their designee for screening for criminal behavior, will be housed in a locked file cabinet with access restricted to individuals responsible for such screening.

SNRHA shall shred these documents within 30 calendar days.

INFORMAL REVIEW mention is in chapter 14.

PART II: GROUNDS FOR TERMINATION OF ASSISTANCE

12-II.A. FAMILY NO LONGER REQUIRES ASSISTANCE [24 CFR 982.45]

As a family's income increases, the amount of SNRHA subsidy goes down. If the amount of HCV assistance provided by the HAP drops to zero and remains at zero for 180 consecutive calendar days the family's assistance terminates automatically.

SNRHA Policy

If a participating family receiving zero assistance experiences a change in circumstances that would cause the HAP payment to rise above zero, the family must notify SNRHA of the changed circumstances and request an interim reexamination before the expiration of the 180 calendar day period.

12-II.B. FAMILY CHOOSES TO TERMINATE ASSISTANCE

The family may request SNRHA terminate the family's assistance at any time.

SNRHA Policy

The request to terminate assistance should be made in writing and signed by the head of household, spouse, or co head. Before terminating the family's assistance, SNRHA will provide proper notice by notifying the family of the cancellation of assistance in writing. The owner/agent shall receive a 30 calendar day notice of cancellation of the contract, unless the family vacates the unit prior to the end of the month.



Other Authorized Reasons for Termination of Assistance [24 CFR 982.552(c), Pub.L. 109-162]

HUD permits SNRHA to terminate assistance under a number of other circumstances. It is left to the discretion of SNRHA whether such circumstances in general warrant consideration for the termination of assistance. The Violence Against Women Reauthorization Act of 2005 explicitly prohibits SNRHA's from considering incidents or actual threatened domestic violence, dating violence, or stalking as reasons for terminating the assistance of a victim of such violence.

SNRHA Policy

SNRHA **will not** terminate a family's assistance because of the family's failure to meet its obligations under the Family Self-Sufficiency or Welfare to Work program.

SNRHA **will** terminate a family's assistance if:

The family has failed to comply with any family obligations under the program. See Exhibit 12-1 for a listing of family obligations and related SNRHA policies.

Any family member has been evicted from federally-assisted housing in the last five years.

Any PHA has ever terminated assistance under the program for any member of the family within the last five years.

Any family member has committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program.

The family owes past due rent or other past due amounts, including in connection with HCV or public housing assistance under the 1937 Act. a repayment agreement (

Bbreach of repayment agreement,); to any PHA in connection with the HCV, Certificate, Project-based HCV Moderate Rehabilitation or public housing programs, unless the family repays the full amount of the debt no later than 14 calendar days from notification from SNRHA. This dDoes not apply if the family is current with payments under an approved repayment agreement.

The family has breached the terms of a repayment agreement entered into with any PHA, or refuses to enter into a repayment agreement.

The family does not provide information that SNRHA or HUD determines is necessary in determining program eligibility.

The family does not provide complete and true information to SNRHA.

Fails to meet eligibility requirements concerning individuals enrolled at an institution of higher education as noted in 24 CFR 5.612

Has made fraudulent misrepresentation on his/her application for HCV assistance.

The family failed to disclose and verify social security numbers and submit and sign consent forms for obtaining information.



Fails to establish citizenship or eligible immigration status for at least one family member.

The family failed to keep scheduled eligibility appointments with SNRHA staff

Fails to appear to a scheduled briefing to issue a voucher

A family member engages in or threatens violent or abusive behavior toward SNRHA personnel.

Abusive or violent behavior towards SNRHA personnel includes verbal as well as physical abuse or violence. Use of racial epithets, or other language, written or oral, that is customarily used to intimidate shall be considered abusive or violent behavior.

Threatening refers to oral or written threats or physical gestures that communicate intent to abuse or commit violence.

SNRHA **shall** deny assistance or continued assistance to an applicant, participant and/or port-in client that:

- Does not submit a RFTA prior to the voucher expiring
- Is over income –applicants only
- Refuses to cooperate with SNRHA during the initial certification process or with portability procedures
- Fails to take immediate possession of the unit. ~~after the execution of a contract unless written approval has been given by SNRHA.~~ Immediate is defined as within 15 calendar days of the date that the unit has passed the initial HQS inspection.
- Is fleeing a felony
- Has an outstanding felony warrant
- Persons with outstanding warrants are barred from admission until the warrants have been satisfied within 30 calendar days of notification or
- Other criminal activities that are listed within this document as reasons to deny admissions.

Family Absence from the Unit [24 CFR 982.312]

The family may be absent from the unit for brief periods. SNRHA must establish a policy on how long the family may be absent from the assisted unit. However, the family may not be absent from the unit for a period of more than 180 consecutive calendar days for any reason. Absence in this context means that no member of the family is residing in the unit.

SNRHA Policy

If the assisted family is absent from the unit for more than 180 consecutive calendar days (for any reason), the family's assistance will be terminated. Families must notify SNRHA in writing if they will be out of the unit for any reason for more than 30 consecutive calendar days and receive written approval prior to the 30th day. This cannot be approved more than twice within one year. Notice of termination will be sent in accordance with Section 12-II.E.



Procedure for Denial or Termination -INS

If the family (or any member) claimed eligible immigrant status and the INS primary and secondary verifications failed to document the status, the family may make an appeal to the INS and request a hearing with SNRHA either after the INS appeal or in lieu of the INS appeal.

After SNRHA has made a determination of ineligibility, the family will be notified of the determination and the reasons and informed of the option for prorated assistance (if applicable).

Insufficient Funding [24 CFR 982.454]

SNRHA may terminate HAP contracts if SNRHA determines, in accordance with HUD requirements, that funding under the consolidated ACC is insufficient to support continued assistance for families in the program.

SNRHA Policy

SNRHA will determine whether there is sufficient funding to pay for currently assisted families according to the policies in Part VIII of Chapter 16. If SNRHA determines there is a shortage of funding, prior to terminating any HAP contracts, SNRHA will determine if any other actions can be taken to reduce program costs. If after implementing all reasonable cost cutting measures there is not enough funding available to provide continued assistance for current participants, SNRHA will terminate HAP contracts as a last resort.

Prior to terminating any HAP contracts, SNRHA will inform the local HUD field office. SNRHA will terminate the minimum number needed in order to reduce HAP costs to a level within SNRHA's annual budget authority.

If SNRHA must terminate HAP contracts due to insufficient funding, SNRHA will do so in accordance with the following criteria and instructions:

SNRHA will terminate assistance to the most recent non-disabled or non-elderly family that has become a participant in the program, until such time as SNRHA has sufficient funds to assist. Families comprising the required number of special purpose voucher will be the last to be terminated. The family will not be required to reapply for the program when sufficient funds become available, but will be provided the opportunity to be assisted. The reinstatement for families shall be done in reserve order of SNRHA's list of termination of assistance for the lack of sufficient funds.

In the event SNRHA decides to stop issuing vouchers as a result of a funding shortfall, and ~~the~~ SNRHA is not assisting the number of special purpose vouchers (NED families, HUD-~~Veteran-Affair-Supportive-Housing~~ (VASH) families, and ~~f~~Family ~~u~~Unification ~~P~~rogram (FUP) families, when SNRHA resumes issuing vouchers, it will issue vouchers first to the special purpose vouchers, when applicable.



Violent criminal activity does not include victims of domestic violence that are covered under the Violence Against Women Act. (VAWA).

Owner Termination of Tenancy: The owner may terminate tenancy during the term of the lease if any member of the household is:

The owner may terminate tenancy for criminal activity by a household member in accordance with this section if the owner determines that the household member has committed the criminal activity, regardless of whether the household member has been arrested or convicted for such activity.

The owner may terminate tenancy during the term of the lease if any member of the household has engaged in abuse of alcohol that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents unless said termination violates the VAWA.

Evidence of Criminal Activity

The owner may terminate tenancy and evict by judicial action a family for criminal activity by a covered person if the owner determines they have engaged in the criminal activity, regardless of arrest or conviction and without satisfying the standard of proof used for a criminal conviction, except in certain incidents where the criminal activity directly relates to domestic violence, dating violence, sexual assault, or stalking and the tenant or ~~an immediate member of the tenant's family~~ an affiliated individual is the victim or threatened victim of the domestic violence, dating violence, sexual assault, or stalking. (See Section 12-II.E.).

Other Good Cause

During the initial lease term, the owner may not terminate the tenancy for “other good cause” unless the owner is terminating the tenancy because of something the family did or failed to do. During the initial lease term or during any extension term, other good cause includes the disturbance of neighbors, destruction of property, or living or housekeeping habits that cause damage to the unit or premises.

After the initial lease term, “other good cause” for termination of tenancy by the owner includes:

- Failure by the family to accept the offer of a new lease or revision;
- The owner's desire to use the unit for personal or family use, or for a purpose other than as a residential rental unit; or
- A business or economic reason for termination of the tenancy (such as sale of the property, renovation of the unit, or desire to lease the unit at a higher rent).

After the initial lease term, the owner may give the family notice at any time, in accordance with the terms of the lease.

Note: Other good cause does not include vacating a property that has been foreclosed upon during the lease term prior to the sale of that property. However, the new owner of the property may terminate the tenancy effective the date of transfer of the unit if the owner will occupy the unit as a primary residence and has provided the tenant a notice to vacate at least 90 calendar days before the effective date of such notice (Notice PIN 2010-49). Further information on the protection afforded to tenants in the event of foreclosure can be found in Section 13-II.G.



HUD regulations stipulate that an assisted tenancy can be approved only under certain conditions.

The owner must be qualified to participate in the program [24 CFR 982.306]. Some owners are precluded from participating in the program, or from renting to a particular family, either because of their past history with this or another federal housing program, or because of certain conflicts of interest. Owner qualifications are discussed later in this chapter.

The selected unit must be of a type that is eligible for the program [24 CFR 982.305(a)]. Certain types of dwelling units cannot be assisted under the HCV program. Other types may be assisted under certain conditions. In addition, the owner must document legal ownership of the specified unit. See Chapter 9 for more detail on unit eligibility policies and process.

The selected unit must meet HUD's Housing Quality Standards (HQS) and/or equivalent state or local standards approved by HUD [24 CFR 982.305(a)]. The PHA will inspect the owner's dwelling unit at various stages of HCV program participation, to ensure that the unit continues to meet HQS requirements. See Chapter 8 for a discussion of the HQS standards, as well as the process for HQS inspections at initial lease-up and throughout the family's tenancy.

SNRHA must determine that the cost of the unit is reasonable [24 CFR 982.305(a)]. The rent must be reasonable in relation to comparable unassisted units in the area and must not be in excess of rents charged by the owner for comparable, unassisted units on the premises. See Chapter 8 for a discussion of requirements and policies on rent reasonableness, rent comparability and the rent reasonableness determination process.

At initial lease-up of a unit, SNRHA must determine that the share of rent to be paid by the family does not exceed 40 percent of the family's monthly adjusted income [24 CFR 982.305(a)]. See Chapter 6 for a discussion of the calculation of family income, family share of rent and HAP.

The dwelling lease must comply with all program requirements [24 CFR 982.308]. Owners are encouraged to use their standard leases when renting to an assisted family. However, the HCV program requires that the Tenancy Addendum, which helps standardize the tenancy requirements for all assisted families, be added word-for-word to that lease. See Chapter 9 for a discussion of the dwelling lease and tenancy addendum, including lease terms and provisions.

SNRHA and the owner enter into a formal contractual relationship by executing the Housing Assistance Payment (HAP) Contract (Form HUD-52641). The HAP contract format is prescribed by HUD. See Chapter 9 for a discussion of the HAP contract execution process. Specific HAP contract provisions and responsibilities are discussed later in this Chapter.

13-I.C. OWNER RESPONSIBILITIES [24 CFR 982.452, Pub.L. 109-162]

The basic owner responsibilities in the HCV program are outlined in the regulations as follows:

- ~~Performing~~ Complying with all of the owner's obligations under the Housing Assistance Payments (HAP) contract and the lease
- Performing all management and rental functions for the assisted unit, including selecting a voucher-holder to lease the unit, and deciding if the family is suitable for tenancy of the unit



- Maintaining the unit in accordance with the Housing Quality Standards (HQS), including performance of ordinary and extraordinary maintenance
- Complying with equal opportunity requirements
- Preparing and furnishing to SNRHA information required under the HAP contract and Administrative Plan
- Collecting from the family any security deposit, the tenant's contribution to rent (that part of rent to owner not covered by the housing assistance payment from SNRHA), and any charges for unit damage by the family.
- Enforcing tenant obligations under the dwelling lease
- Paying for utilities and services (unless paid by the family under the lease)
- **Making-Allowing reasonable** modifications to a dwelling unit occupied or to be occupied by a disabled person [24 CFR 100.203]
- Ensuring no side-payment agreement are signed
- Comply with the Violence Against Women Reauthorization Act of 2005 (VAWA) when screening and terminating tenants.

13-I.D. OWNER QUALIFICATIONS

SNRHA does not formally approve an owner to participate in the HCV program. However, there are a number of criteria where SNRHA may deny approval of an assisted tenancy based on past owner behavior, conflict of interest, or other owner-related issues. No owner has a right to participate in the HCV program [24 CFR 982.306(e)].

Owners Barred from Participation [24 CFR 982.306(a) and (b)]

SNRHA must not approve the assisted tenancy if SNRHA has been informed that the owner has been debarred, suspended, or subject to a limited denial of participation under 24 CFR part 24. HUD may direct SNRHA not to approve a tenancy request if a court or administrative agency has determined that the owner violated the Fair Housing Act or other federal equal opportunity requirements, or if such an action is pending.

1. Mandatory Owner Disapproval:

a. Owners are under HUD's Debarment, Suspension or Limited Denial of Participation:

SNRHA must disapprove the Housing Choice Voucher Program participation of an owner when, through verifiable evidence, SNRHA determines that the owner is debarred, suspended or subject to a limited denial of participation pursuant to 24 CFR Part 24. SNRHA will use SAM.gov to determine if landlords and/or designated agents are federally debarred as well as its internal listing.

b. A Familial Relationship exists between the owner and Prospective Tenant:

SNRHA must disapprove the Housing Choice Voucher Program participation of an owner when, through verifiable evidence, SNRHA determines that the Owner is seeking



An owner under a HAP contract must notify SNRHA in writing prior to a change in the legal ownership of the unit. The new owner/agent must supply all information as requested by SNRHA.

Prior to approval of assignment to a new owner, the new owner must agree to be bound by and comply with the HAP contract. The agreement between the new owner and SNRHA must be in writing and in a form that SNRHA finds acceptable. The new owner must provide SNRHA with a copy of the executed agreement and recorded deed.

SNRHA Policy

Assignment of the HAP contract will be approved only if the new owner is qualified to become an owner under the HCV program according to the policies in Section 13-I.D. of this chapter.

The new owner must provide all required documents and a recorded deed prior to SNRHA making payments to a new vendor.

The new owner must complete [any changes utilizing SNRHA's Landlord Portal by accessing the website at www.snvrha.org. SNRHA will not accept hand-carried, faxed, or mailed documents.](#)

SNRHA required documents include but are not limited to:

- A recorded deed;
- A copy of the owner's IRS Form W-9/W-8, Request for Taxpayer Identification Number and Certification, or the social security number of the new owner;
- Authorization Agreement for Deposit (ACH Credits) and voided check/deposit slip
- Statement of Property Ownership/Authorization
- A valid State-issued Business License, if applicable
- A Property Management Agreement, if applicable
- Additional documents may be required if applicable (i.e. court documents for receivership, trust, probate, mergers, etc.), and
- A signed agreement to comply with the terms of the HAP contract.

If the new owner does not agree to an assignment of the HAP contract, or fails to provide the necessary documents, SNRHA will terminate the HAP contract with the old owner. If the new owner wants to offer the family a new lease, and the family elects to stay with continued assistance, SNRHA will process the leasing in accordance with the policies in Chapter 9.

Failure of the new owner to provide all documents as proof of ownership shall result in SNRHA issuing the family a voucher to move. No HAP payments shall be released to the new owner for the period of time in which he/she failed to provide documents.

13-II.G. FORECLOSURE (HUD 52641 and Notice PIH 2010-49)

Families receiving HCV assistance are entitled to certain protections set forth under the Protecting tenants at Foreclosure Act (PTFA). Specifically, the HAP contract now contains language stating that in the case of any foreclosure, the immediate successor in interest in the property pursuant to the foreclosure will assume such interest subject to the lease between the



Changes in Rent to Owner: SNRHA may review a sample of the units to determine how often owners are increasing or decreasing rents and the average percent of increases/decreases by bedroom size.

Unit Availability: SNRHA will review the availability of units for each unit size, particularly in areas with low concentrations of poor and minority families.

Lease-up Time and Success Rate: SNRHA will consider the percentage of families that are unable to locate suitable housing before the voucher expires and whether families are leaving the jurisdiction to find affordable housing.

Changes to payment standard amounts will be effective February 1, of each year after FMRs are posted by HUD, unless the current payment standard is out of the 'basic range' (90% - 110% of FMR). In that case the Payment Standard shall be effective December 1.

If SNRHA has already processed reexaminations that will be effective on or after December 1st, and the effective date of the payment standards is December 1st, SNRHA will make retroactive adjustments to any such reexaminations if the new payment standard amount is higher than the one used by SNRHA at the time the reexamination was originally processed.

Exception Payment Standards [982.503(c)]

According to HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," the PHA may establish an exception payment standard of not more than 120 percent of the published FMR (fair market rent) if required as a reasonable accommodation in accordance with 24 CFR part 8 for a family that includes a person with a disability. Any unit approved under an exception payment standard must still meet the reasonable rent requirements found at 24 CFR 982.507.

SNRHA must request HUD approval to establish payment standards that are higher than the basic range. At HUD's sole discretion, HUD may approve a payment standard amount that is higher than the basic range for a designated part of the FMR area. HUD may approve an exception payment standard amount (in accordance with program requirements) for all units, or for all units of a given size, leased by program families in the exception area. Any PHA with jurisdiction in the exception area may use the HUD-approved exception payment standard amount. The total population of all HUD-approved exception areas in an FMR area may not include more than 50 percent of the population of the FMR area.

Unit-by-Unit Exceptions [24 CFR 982.503(c)(2)(ii)]

Unit-by-unit exceptions to SNRHA's payment standards generally are not permitted. However, an exception may be made as a reasonable accommodation for a family that includes a person with disabilities. (See Chapter 2 for a discussion of reasonable accommodations.) This type of exception does not affect SNRHA's payment standard schedule.

When needed as a reasonable accommodation, SNRHA may make an exception to the payment standard without HUD approval if the exception amount does not exceed 110 percent of the applicable FMR for the unit size [HCV GB 7-9]. SNRHA may request HUD approval for an



- A determination of the family's annual or adjusted income, and the use of such income to compute the housing assistance payment
- A determination of the appropriate utility allowance (if any) for tenant-paid utilities from the SNRHA utility allowance schedule
- A determination of the family unit size under SNRHA's subsidy standards
- ~~A determination that a certificate program family is residing in a unit with a larger number of bedrooms than appropriate for the family unit size under SNRHA's subsidy standards, or the SNRHA determination to deny the family's request for exception from the standards~~
- A determination to terminate assistance for a participant family because of the family's actions or failure to act
- A determination to terminate assistance because the participant has been absent from the assisted unit for longer than the maximum period permitted under SNRHA policy and HUD rules
- A determination to terminate a family's Family Self Sufficiency contract, withhold supportive services, or propose forfeiture of the family's escrow account [24 CFR 984.303(i)]
- A determination to deny admission based on an unfavorable history that may be the result of domestic violence, dating violence, or stalking.
- A determination that the family is an ineligible student under the student rule provisions
- A determination that the family is not protected under the VAWA requirements.

Circumstances for which an informal hearing is not required are as follows:

- Discretionary administrative determinations by the PHA
- General policy issues or class grievances
- Establishment of the SNRHA schedule of utility allowances for families in the program
- A SNRHA determination not to approve an extension or suspension of a voucher term
- A SNRHA determination not to approve a unit or tenancy
- A SNRHA determination that a unit selected by the applicant is not in compliance with the HQS
- A SNRHA determination that the unit is not in accordance with HQS because of family size
- A determination by SNRHA to exercise or not to exercise any right or remedy against an owner under a HAP contract

SNRHA Policy

SNRHA will only offer participants the opportunity for an informal hearing when required to by the regulations.



In addition, within 10 calendar days after the date the hearing officer's report is mailed to SNRHA and the participant, SNRHA or the participant may request a rehearing or a further hearing. Such request must be made in writing and postmarked or hand-delivered to the hearing officer and to the other party within the 10 calendar day period. The request must demonstrate cause, supported by specific references to the hearing officer's report, why the request should be granted.

A rehearing or a further hearing may be requested for the purpose of rectifying any obvious mistake of law made during the hearing or any obvious injustice not known at the time of the hearing.

It shall be within the sole discretion of SNRHA to grant or deny the request for further hearing or rehearing. A further hearing may be limited to written submissions by the parties, in the manner specified by the hearing officer.

SNRHA Notice of Final Decision [24 CFR 982.555(f)]

SNRHA is not bound by the decision of the hearing officer for matters in which SNRHA is not required to provide an opportunity for a hearing, decisions that exceed the authority of the hearing officer, decisions that conflict with or contradict HUD regulations, requirements, or are otherwise contrary to Federal, State or local laws. ~~The Executive Director may overturn the decision of the hearing officer.~~

HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," states the Hearing Officer's decision will be binding on the PHA unless SNRHA's Board of Commissioners determines that:

- (1) The grievance does not concern PHA actions or failure to act in accordance with or involving the complainant's rights, duties, welfare, or status; or
- (2) The decision of the hearing officer is contrary to applicable Federal, State, local laws, HUD regulations, or requirement of the annual contribution contract between HUD and the PHA.

A decision by the hearing officer or a member of the Board of Commissioners in favor of the PHA or which denies the relief requested by the complainant in whole or in part will not constitute a waiver of, nor affect in any manner whatsoever, any rights the complainant may have to a trial de novo or judicial review in any judicial proceeding, which may thereafter be brought in the matter.

If SNRHA determines it is not bound by the hearing officer's decision in accordance with HUD regulations, SNRHA must promptly notify the family of the determination and the reason for the determination.

SNRHA Policy



The family will be allowed to obtain a copy of any family documents related to the hearing at a cost of \$1.00 per page after the first 25 pages. If a third party requests the documents, they must pay \$1.00 per page starting with the first page and have a written release of information signed by the participant. The family must request discovery of SNRHA documents no later than 12:00 p.m. on the business day prior to the hearing.

The family must be provided the opportunity to present evidence and arguments in support of eligible status. Evidence may be considered without regard to admissibility under the rules of evidence applicable to judicial proceedings.

The family must also be provided the opportunity to refute evidence relied upon by SNRHA, and to confront and cross-examine all witnesses on whose testimony or information the SNRHA relies.

Representation and Interpretive Services

The family is entitled to be represented by an attorney or other designee, at the family's expense, and to have such person make statements on the family's behalf.

The family is entitled to arrange for an interpreter to attend the hearing, at the expense of the family, or SNRHA, as may be agreed upon by the two parties.

Recording of the Hearing

The family is entitled to have the hearing recorded by audiotape at their expense. ~~SNRHA may, but is not required to provide a transcript of the hearing.~~

SNRHA Policy

~~SNRHA will not provide a transcript of an audio-taped hearing.~~

HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," states the hearing officer must maintain a log of all hearings. HUD shall provide the details of that log at a future date and SNRHA shall ensure compliance. HUD has also clarified that any party may obtain a copy of the hearing transcript *at their own expense*. Therefore, SNRHA shall ensure all hearings are taped. The Hearing Officer's decision will be binding on the PHA unless SNRHA's Board of Commissioners determines that:

- (1) The grievance does not concern PHA actions or failure to act in accordance with or involving the complainant's rights, duties, welfare, or status; or
- (2) The decision of the hearing officer is contrary to applicable Federal, State, local laws, HUD regulations, or requirement of the annual contribution contract between HUD and the PHA.

A decision by the hearing officer or a member of the Board of Commissioners in favor of the PHA or which denies the relief requested by the complainant in whole or in part will not constitute a waiver of, nor affect in any manner whatsoever, any rights the complainant may have to a trial de novo or judicial review in any judicial proceeding, which may thereafter be brought in the matter.



Per HUD's Final Rule, hearings may not be postponed more than (5) five business days and all parties must be advised.

Hearing Decision

SNRHA must provide the family with a written final decision, based solely on the facts presented at the hearing, within 10 calendar days of the date of the informal hearing. The decision must state the basis for the decision.

Informal Hearing Procedures for Residents [24 CFR 5.514(f)]

After notification of the USCIS decision on appeal, or in lieu of an appeal to the USCIS, the family may request SNRHA provide a hearing. The request for a hearing must be made either within 30 calendar days of receipt of the PHA notice of termination, or within 30 calendar days of receipt of the USCIS appeal decision.

For the informal hearing procedures that apply to participant families whose assistance is being terminated based on immigration status, see Section 14-III.C.

Retention of Documents [24 CFR 5.514(h)]

SNRHA must retain for a minimum of 5 years the following documents that may have been submitted to SNRHA by the family, or provided to the PHA as part of the USCIS appeal or the SNRHA informal hearing process:

- The application for assistance
- The form completed by the family for income reexamination
- Photocopies of any original documents, including original USCIS documents
- The signed verification consent form
- The USCIS verification results
- The request for a USCIS appeal
- The final USCIS determination
- The request for an informal hearing
- The final informal hearing decision



If the owner fails to repay the debt within the required time frame and is entitled to future HAP payments, SNRHA will reduce the future HAP payments by the amount owed until the debt is paid in full.

If the owner is not entitled to future HAP payments SNRHA will offer to enter into a repayment agreement in accordance with the policies below.

If the owner refuses to repay the debt, enter into a repayment agreement, or breaches a repayment agreement, SNRHA will ban the owner from future participation in the program and pursue other modes of collection.

Family Debts to SNRHA

SNRHA Policy

Any amount due to SNRHA by an HCV participant must be repaid by the family. If the family is unable to repay the debt within 30 calendar days, SNRHA will offer to enter into a repayment agreement in accordance with the policies below.

If the family refuses to repay the debt, enter into a repayment agreement, or breaches a repayment agreement, SNRHA will terminate the assistance upon notification to the family and pursue other modes of collection.

Repayment Agreement [24 CFR 792.103]

The term *repayment agreement* refers to a formal document signed by a tenant or owner and provided to SNRHA in which a tenant or owner acknowledges a debt in a specific amount and agrees to repay the amount due at specific time periods.

Change of Head of Household (HoH)

In the event the HoH changes, and in order to retain the voucher and subsidy, the debt will be incurred by the new HoH.

The new HOH will resign a repayment agreement with the incurred current balance.

Repayment Agreement Guidelines

- Payment Agreements will be executed between SNRHA and the head of household, co-head, or spouse.
- The Repayment Agreement must be executed by the Housing Programs Deputy Director or his/her designee.
- Payments may only be made by money order or cashier's check.
- The agreement will be in default when one payment is delinquent by the 10th of the month, and the family's assistance will be terminated unless SNRHA receives the balance of the Repayment Agreement in full within 14 calendar days of the date on the notice of default. Partial payments shall be accepted to pay off debt but shall not prevent termination.



If SNRHA obtains names and addresses of environmental intervention blood lead level children from the public health department(s), SNRHA must match this information with the names and addresses of families receiving HCV assistance, unless the public health department

performs such a procedure. If a match occurs, SNRHA must carry out the notification, verification, and hazard reduction requirements discussed in Chapter 8, and the reporting requirement discussed above.

At least quarterly, SNRHA must also report an updated list of the addresses of units receiving assistance under the HCV program to the same public health department(s), unless the public health department(s) states that it does not wish to receive such a report.

SNRHA Policy

SNRHA shall submit a listing of units with children age 6 and under for cross referencing.

PART VIII: DETERMINATION OF INSUFFICIENT FUNDING

14-VIII.A. OVERVIEW

The HCV regulations allow SNRHA to deny families permission to move (which includes portability) and to terminate Housing Assistance Payments (HAP) contracts if funding under the consolidated ACC is insufficient to support continued assistance [24 CFR 982.354(e)(1) and 982.454]. If a PHA denies a family a portability move based on insufficient funding, SNRHA is required to notify the local HUD office within 10 business days [24 CFR 982.354]. Insufficient funding may also impact SNRHA's ability to issue vouchers to families on the waiting list. This part discusses the methodology SNRHA will use to determine whether or not SNRHA has sufficient funding to issue vouchers, approve moves, and to continue subsidizing all families currently under a HAP contract.

14-VIII.B. METHODOLOGY

SNRHA Policy

SNRHA will determine whether there is adequate funding to issue vouchers, approve moves to higher cost units and areas, and continue subsidizing all current participants by comparing SNRHA's annual budget authority to the annual total HAP needs on a monthly basis. The total HAP needs for the calendar year will be projected by establishing the actual HAP costs year to date. To that figure, SNRHA will add anticipated HAP expenditures for the remainder of the calendar year. Projected HAP expenditures will be calculated by multiplying the projected number of units leased per remaining months by the most current month's average HAP. The projected number of units leased per month will take into account the average monthly turnover of participant families. If the total annual HAP needs equal or exceed the annual budget authority, or if



SNRHA Selection of Proposals Subject to a Previous Competition under a Federal, State, or Local Housing Assistance Program

SNRHA will accept proposals for PBV assistance from owners that were competitively selected under another federal, state or local housing assistance program, including projects that were competitively awarded Low-Income Housing Tax Credits on an ongoing basis.

SNRHA may periodically advertise that it is accepting proposals, in the following newspapers and trade journals:

Las Vegas Review Journal/Sun

El Mundo

Las Vegas Asian Journal

In addition to, or in place of advertising, SNRHA may also directly contact specific owners that have already been selected for Federal, state, or local housing assistance based on a previously held competition, to inform them of available PBV assistance.

Proposals will be reviewed on a first-come first-served basis. SNRHA will evaluate each proposal on its merits using the following factors:

- Extent to which the project furthers the SNRHA goal of deconcentrating poverty and expanding housing and economic opportunities; and
- Extent to which the proposal complements other local activities such as the redevelopment of a public housing site under the HOPE VI program, the HOME program, CDBG activities, other development activities in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community.

SNRHA-owned Units [24 CFR 983.51(e) ~~and~~, 983.59, and Notice PIH 2015-05]

A SNRHA-owned unit may be assisted under the PBV program only if the HUD field office or HUD-approved independent entity reviews the selection process and determines SNRHA-owned units were appropriately selected based on the selection procedures specified in SNRHA's administrative plan. If SNRHA selects a proposal for housing that is owned or controlled by SNRHA, SNRHA must identify the entity that will review the SNRHA proposal selection process and perform specific functions with respect to rent determinations and inspections.

In the case of SNRHA-owned units, the term of the HAP contract and any HAP contract renewal must be agreed upon by the PHA and a HUD-approved independent entity (such as a licensed, state-certified appraiser.) In addition, an independent entity must determine the rent to owner, the redetermined rent to owner, and reasonable rent. Housing Quality Standards (HQS) inspections must also be conducted by an independent entity. ~~the initial contract rent must be approved by an independent entity based on an appraisal by a licensed, state-certified appraiser.~~

If the SNRHA selects a proposal for housing that is owned or controlled by the PHA, the PHA must identify the entity that will review the PHA proposal selection process and perform specific functions with respect to rent determination and inspections.

Noncompetitive selections must also be reviewed to ensure that the selection was done properly particularly in regards to low-income housing tax credit (LIHTC) project applications not



Exceptions to 25 Percent per Project Cap [24 CFR 983.56(b)]

Exceptions are allowed and PBV units are not counted against the 25 percent per project cap if the units are *excepted units* in a multifamily building because they are specifically made available for elderly or disabled families or families receiving supportive services (also known as *qualifying families*).

SNRHA must include in SNRHA's administrative plan the type of services offered to families for a project to qualify for the exception and the extent to which such services will be provided. It is not necessary that the services be provided at or by the project, if they are approved services. To qualify, a family must have at least one member receiving at least one qualifying supportive service. A SNRHA may not require participation in medical or disability-related services other than drug and alcohol treatment in the case of current abusers as a condition of living in an excepted unit, although such services may be offered.

If a family at the time of initial tenancy is receiving, and while the resident of an excepted unit has received, FSS supportive services or any other supportive services as defined in SNRHA's administrative plan, and successfully completes the FSS contract of participation or the supportive services requirement, the unit continues to count as an excepted unit for as long as the family resides in the unit.

SNRHA must monitor the excepted family's continued receipt of supportive services and take appropriate action regarding those families that fail without good cause to complete their supportive services requirement. SNRHA's administrative plan must state the form and frequency of such monitoring.

SNRHA Policy

SNRHA will ~~not~~ provide PBV assistance for excepted units.

Supportive services include services such as employment and training, counseling, case management, financial, and social services, or other services as deemed appropriate for the population served, provided by SNRHA or other public or private agencies. At least one member of each family must participate in at least one session of a provided service.

Promoting Partially-Assisted Projects [24 CFR 983.56(c)]

SNRHA may establish local requirements designed to promote PBV assistance in partially assisted buildings. A *partially assisted project* is a building in which there are fewer units covered by a HAP contract than residential units [24 CFR 983.3].

SNRHA may establish a per-building cap on the number of units that will receive PBV assistance or other project-based assistance in a multifamily building containing excepted units or in a single-family project. SNRHA may also determine not to provide PBV assistance for excepted units, or SNRHA may establish a per-project cap of less than 25 percent.



SNRHA Policy:

SNRHA will ~~not~~ provide assistance for excepted units. Beyond that, SNRHA will not impose any further cap on the number of PBV units assisted per project.

Supportive services include services such as employment and training, counseling, case management, financial, and social services, or other services as deemed appropriate for the population served, provided by SNRHA or other public or private agencies. At least one member of each family must participate in at least one session of a provided service.

17-II.G. SITE SELECTION STANDARDS

Compliance with PBV Goals, Civil Rights Requirements, and HQS Site Standards [24 CFR 983.57(b)]

SNRHA may not select a proposal for existing, newly constructed, or rehabilitated PBV housing on a site or enter into an agreement to enter into a HAP contract or HAP contract for units on the site, unless SNRHA has determined that PBV assistance for housing at the selected site is consistent with the goal of deconcentrating poverty and expanding housing and economic opportunities. The standard for deconcentrating poverty and expanding housing and economic opportunities must be consistent with SNRHA's Plan under 24 CFR 903 and SNRHA's administrative plan.

In addition, prior to selecting a proposal, SNRHA must determine that the site is suitable from the standpoint of facilitating and furthering full compliance with the applicable Civil Rights Laws, regulations, and Executive Orders, and that the site meets the HQS site and neighborhood standards at 24 CFR 982.401(l).

SNRHA Policy

It is SNRHA's goal to select sites for PBV housing that provide for deconcentrating poverty and expanding housing and economic opportunities. In complying with this goal SNRHA will limit approval of sites for PBV housing in census tracts that have poverty concentrations of 20 percent or less.

However, SNRHA will grant exceptions to the 20 percent standard where SNRHA determines the PBV assistance will complement other local redevelopment activities designed to deconcentrate poverty and expand housing and economic opportunities in census tracts with poverty concentrations greater than 20 percent, such as sites in:

A census tract in which the proposed PBV development will be located in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community;

A census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition and HOPE VI redevelopment;



Before providing assistance to a new family in a contract unit, SNRHA must inspect the unit. SNRHA may not provide assistance on behalf of the family until the unit fully complies with HQS.

Project Based Annual Inspections [24 CFR 983.103(d)]

At least annually during the term of the HAP contract, SNRHA must inspect a random sample, consisting of at least 20 percent of the contract units in each building to determine if the contract units and the premises are maintained in accordance with HQS. Turnover inspections are not counted toward meeting this annual inspection requirement.

If more than 20 percent of the annual sample of inspected contract units in a building fails the initial inspection, SNRHA must reinspect 100 percent of the contract units in the building.

SNRHA shall limit contributions of vouchers to no more than 75% of all units within a new development.

Other Inspections [24 CFR 983.103(e)]

SNRHA must inspect contract units whenever needed to determine that the contract units comply with HQS and that the owner is providing maintenance, utilities, and other services in accordance with the HAP contract. SNRHA must take into account complaints and any other information coming to its attention in scheduling inspections.

SNRHA must conduct follow-up inspections needed to determine if the owner (or, if applicable, the family) has corrected an HQS violation, and must conduct inspections to determine the basis for exercise of contractual and other remedies for owner or family violation of HQS.

In conducting SNRHA supervisory quality control HQS inspections, SNRHA should include a representative sample of both tenant-based and project-based units.

Inspecting SNRHA-owned Units [24 CFR 983.103(f)]

In the case of SNRHA-owned units, the inspections must be performed by an independent agency designated by SNRHA and approved by HUD. The independent entity must furnish a copy of each inspection report to SNRHA and to the HUD field office where the project is located. SNRHA must take all necessary actions in response to inspection reports from the independent agency, including exercise of contractual remedies for violation of the HAP contract by the SNRHA-owner.

PART IV: REHABILITATED AND NEWLY CONSTRUCTED UNITS

17-IV.A. OVERVIEW [24 CFR 983.151]

There are specific requirements that apply to PBV assistance for newly constructed or rehabilitated housing that do not apply to PBV assistance in existing housing. This part describes the requirements unique to this type of assistance.



PART IV: REHABILITATED AND NEWLY CONSTRUCTED UNITS

17-IV.A. OVERVIEW [24 CFR 983.151]

There are specific requirements that apply to PBV assistance for newly constructed or rehabilitated housing that do not apply to PBV assistance in existing housing. This part describes the requirements unique to this type of assistance.

Housing selected for this type of assistance may not at a later date be selected for PBV assistance as existing housing.

17-IV.B. AGREEMENT TO ENTER INTO HAP CONTRACT

In order to offer PBV assistance in rehabilitated or newly constructed units, SNRHA must enter into an agreement to enter into HAP contract (Agreement) with the owner of the property. The Agreement must be in the form required by HUD [24 CFR 983.152(ab)].

The PHA may not enter into an Agreement if commencement of construction or rehabilitation has commenced after proposal submission [24 CFR 983.152(c)]. Construction begins when excavation or site preparation (including clearing of the land) begins for the housing. Rehabilitation begins with the physical commencement of rehabilitation activity on the housing.

In the Agreement the owner agrees to develop the PBV contract units to comply with HQS, and SNRHA agrees that upon timely completion of such development in accordance with the terms of the Agreement, SNRHA will enter into a HAP contract with the owner for the contract units [24 CFR 983.152(b)].

Content of the Agreement [24 CFR 983.152(c)]

At a minimum, the Agreement must describe the following features of the housing to be developed and assisted under the PBV program:

- Site and the location of the contract units;
- Number of contract units by area (size) and number of bedrooms and bathrooms;
- Services, maintenance, or equipment to be supplied by the owner without charges in addition to the rent;
- Utilities available to the contract units, including a specification of utility services to be paid by the owner and utility services to be paid by the tenant;
- An indication of whether or not the design and construction requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973 apply to units under the Agreement. If applicable, any required work item resulting from these requirements must be included in the description of work to be performed under the Agreement;
- Estimated initial rents to owner for the contract units;
- Description of the work to be performed under the Agreement. For rehabilitated units, the description must include the rehabilitation work write up and, where determined necessary



waiting list for other assisted housing programs offered by SNRHA. If SNRHA chooses to offer a separate waiting list for PBV assistance, SNRHA must offer to place applicants who are listed on the tenant-based waiting list on the waiting list for PBV assistance.

If SNRHA decides to establish a separate PBV waiting list, SNRHA may use a single waiting list for SNRHA's whole PBV program, or it may establish separate waiting lists for PBV units in particular projects or buildings or for sets of such units.

SNRHA Policy

SNRHA will establish and manage separate waiting lists for individual projects or buildings that are receiving PBV assistance. SNRHA currently has waiting lists for the following PBV projects:

Juan Garcia

Coronado

Landsman (Rental Assistance Demonstration [RAD] Program)

Vera Johnson B (Rental Assistance Demonstration [RAD] Program)

SNRHA will **also** establish **and manage separate** waiting lists for the following Rental Assistance

Demonstration (RAD) Program conversion **to PBV assistance** properties:

Biegger Estates (Rental Assistance Demonstration [RAD] Program)

Rose Gardens (Rental Assistance Demonstration [RAD] Program)

17-VI.D. SELECTION FROM THE WAITING LIST [24 CFR 983.251(c)]

Applicants who will occupy units with PBV assistance must be selected from SNRHA's waiting list. SNRHA may establish selection criteria or preferences for occupancy of particular PBV units. SNRHA may place families referred by the PBV owner on its PBV waiting list.

Income Targeting [24 CFR 983.251(c)(6)]

At least 75 percent of the families admitted to SNRHA's tenant-based and project-based voucher programs during SNRHA's fiscal year from the waiting list must be extremely-low income families. The income targeting requirement applies to the total of admissions to both programs.

Units with Accessibility Features [24 CFR 983.251(c)(7)]

When selecting families to occupy PBV units that have special accessibility features for persons with disabilities, SNRHA must first refer families who require such features to the owner.

Preferences [24 CFR 983.251(d)]

SNRHA may use the same selection preferences that are used for the tenant-based voucher program, establish selection criteria or preferences for the PBV program as a whole, or for occupancy of particular PBV developments or units. SNRHA must provide an absolute selection preference for eligible in-place families as described in Section 17-VI.B. above.



SNRHA Policy

If an owner's HAP contract calls for vacancy payments to be made, and the owner wishes to receive vacancy payments, the owner must have properly notified SNRHA of the vacancy in accordance with the policy in Section 17-VI.F regarding filling vacancies.

In order for a vacancy payment request to be considered, it must be made within 10 business days of the end of the period for which the owner is requesting the vacancy payment. The request must include the required owner certifications and SNRHA may require the owner to provide documentation to support the request. If the owner does not provide the information requested by SNRHA within 10 business days of SNRHA's request, no vacancy payments will be made.

17-IX.C. TENANT RENT TO OWNER [24 CFR 983.353]

The tenant rent is the portion of the rent to owner paid by the family. The amount of tenant rent is determined by SNRHA in accordance with HUD requirements. Any changes in the amount of tenant rent will be effective on the date stated in SNRHA notice to the family and owner.

The family is responsible for paying the tenant rent (total tenant payment minus the utility allowance). The amount of the tenant rent determined by SNRHA is the maximum amount the owner may charge the family for rental of a contract unit. The tenant rent covers all housing services, maintenance, equipment, and utilities to be provided by the owner. The owner may not demand or accept any rent payment from the tenant in excess of the tenant rent as determined by SNRHA. The owner must immediately return any excess payment to the tenant.

Tenant and SNRHA Responsibilities

The family is not responsible for the portion of rent to owner that is covered by the housing assistance payment and the owner may not terminate the tenancy of an assisted family for DF nonpayment by SNRHA.

Likewise, SNRHA is responsible only for making the housing assistance payment to the owner in accordance with the HAP contract. SNRHA is not responsible for paying the tenant's portion of rent, or any other claim by the owner, including damage to the unit. SNRHA may not use housing assistance payments or other program funds (including administrative fee reserves) to pay any part of the tenant rent or other claim by the owner.

Utility Reimbursements [24 CFR 982.514(b)]

If the amount of the utility allowance exceeds the total tenant payment, SNRHA must pay the amount of such excess to the tenant as a reimbursement for tenant-paid utilities, and the tenant rent to the owner must be zero.

SNRHA may pay the utility reimbursement directly to the family or to the utility supplier on behalf of the family. If SNRHA chooses to pay the utility supplier directly, SNRHA must notify the family of the amount paid to the utility supplier.

SNRHA Policy

SNRHA will make utility reimbursements to the family.



According to HUD's Final Rule dated March 8, 2016, entitled "Streamlining Administrative Regulations for Public Housing/Housing Choice Voucher Final Rule," the PHA may elect to establish policies regarding the frequency of utility reimbursement payments (URP) for payments made to the family.

1. The PHA will have the option of making URPs not less than each calendar-year quarter for reimbursements. In the event a family leaves the program in advance of its next quarterly reimbursement, the PHA would be required to reimburse the family for a prorated share of the applicable reimbursement. PHAs exercising this option must have a hardship policy in place for participants.
2. If the PHA elects to pay the utility supplier directly, the PHA must notify the family of the amount paid to the utility supplier.

At this time, SNRHA will continue issuing monthly checks for utility reimbursement.

17-IX.D. OTHER FEES AND CHARGES [24 CFR 983.354]

Meals and Supportive Services

With the exception of PBV assistance in assisted living developments, the owner may not require the tenant to pay charges for meals or supportive services. Non-payment of such charges is not grounds for termination of tenancy.

In assisted living developments receiving PBV assistance, the owner may charge for meals or supportive services. These charges may not be included in the rent to owner, nor may the value of meals and supportive services be included in the calculation of the reasonable rent. However, non-payment of such charges is grounds for termination of the lease by the owner in an assisted living development.

Other Charges by Owner

The owner may not charge extra amounts for items customarily included in rent in the locality or provided at no additional cost to unsubsidized tenants in the premises.

RENTAL ASSISTANCE DEMONSTRATION (RAD) PROGRAM:

SNRHA will administer a HUD, RAD (Rental Assistance Demonstration) program at the property known as Landsman Gardens, in Henderson, Nevada.

At the time of the RAD award the tenants are temporarily housed at other public housing and market units.

Tenants of record of the Landsman property at the time of award will have the right of return to the property once construction and rehabilitation are completed. Tenants will be offered units in accordance with their family composition at the time of reentry.



GOALS AND OBJECTIVES:

The Family Self-Sufficiency (FSS) program is intended to promote the development of local strategies to coordinate the use of Public Housing (PH) assistance and Housing Choice Vouchers (HCV) with public and private resources, to enable eligible families receive assistance under these programs to achieve economic independence and self-sufficiency.

The overall goal of the FSS Program is to assist and motivate low-income individuals and families by working together to overcome barriers, build self-esteem, and establish obtainable goals. The objective of the FSS Program is to reduce dependence of low-income families on welfare assistance, HCV and public housing assistance, and/or any other federal, state, or local rental or homeownership subsidies.

In order to obtain self-sufficiency, participating families are introduced to individualized case management where obstacles are identified so suitable goals can be set. Appropriate services are then identified to promote successful attainment of these goals. Participants shall be required to attend a set number of self-help workshops and seminars. Failure to attend required sessions can result in termination of the FSS contract, unless failure to attend is for good cause and prior notice was provided. Goals of the FSS Program are achieved through:

- One-on-one counseling to emphasize the importance of education and training to increase earning potential
- Career and personal counseling to set realistic goals and timeframes
- Strategies that encourage employment, entrepreneurship, and homeownership
- Referrals to community support services
- Incentives and recognition for achievements (i.e. escrow savings account, achievement highlights in the agency newsletter, and/or other communication tools.)

PROGRAM MEASUREMENTS

The FSS Program will measure the success of the families who participate in the program and achieve self-sufficiency or accomplish similar goals, by tracking:

- Family members who seek and maintain suitable-employment
- Family members who get higher paying jobs
- Family members who get the GED or higher educational degrees
- Family members who no longer are receiving welfare benefits

PROGRAM SIZE

The minimum program size for the FSS Program of Southern Nevada Regional Housing Authority (SNRHA) is ~~328-140~~ mandatory slots as of February 2016, -17 open mandatory PH slots and 196 voluntary slots (as of January 1, 2015.)



ESTIMATE OF POTENTIAL PARTICIPATING FAMILIES:

SNRHA owns 2,870-882 Public Housing units and administers 11,013 Housing Choice Vouchers which together provide housing assistance to over 32,600 residents. The FSS Program is open to all adults, ages 18 and over, without regards to race, color, religion, sexual orientation, age, disability, familial status, or national origin.

SUPPORTIVE SERVICES NEEDS:

The following represents some of the most needed supportive services for program participants:

- Education
 - High School Equivalency Test (HiSET) preparation
 - Postsecondary education preparation
 - English as a second language (ESL)
 - Computer training
- Life Skills
 - Domestic Violence awareness and prevention
 - Home Management
 - Self-Enrichment
 - Child Care
 - Parenting and Child Development
 - Transportation
- Financial Literacy
 - Credit Counseling
 - Budgeting
 - Asset Building
 - Debt Management
 - Homebuyer Education
- Employment
 - Vocational Training
 - Resume Building
 - Effective Job Search
 - Interview Skills and Techniques
 - Job Placement and Retention
- Healthcare
 - Affordable Health Care
 - Social Services
 - Addiction Prevention

Southern Nevada Regional Housing Authority Operations Department Requested Additions / Changes

| Chapter | Page | Add / Change / Remove | Summary of Change or Addition |
|---------|-------|-----------------------|--|
| ALL | ALL | Change | Entire Document will be updated with correct Revision Dates, CFR References, and Page Numbers |
| 4 | 4-5 | Addition | Head, Spouse or co-head who is employed at least 20 hours per week at the equivalent of minimum wage, |
| 4 | 4-10 | Change | The waiting list will be purged at least bi tri -annually ... |
| 4 | 4-12 | Change | SNRHA staff will attempt to notify applicants by telephone as a courtesy; and all offers will be made in writing by first class mail. |
| 4 | 4-12 | Change | If an applicant is willing to accept the unit offered, but is unable to take occupancy at the time of the offer for "good cause". The applicant will not be removed from be returned to the waiting list. |
| 6 | 6 - 5 | Change | The family member will be eligible to receive EID for 24 consecutive calendar months to be effective the date of the earned income increase. beginning on the date on which the increase is earned income begins and continuing for a cumulative 12-month period. For calculation purposes, the disallowance shall begin the first of the month after the employment begins. After the family receives 12 eumulative- consecutive calendar months of the full exclusion, annual income will include a phase-in of half the allowable earned income exclusion from annual income for the remaining 12 consecutive calendar months. |
| 6 | 6-6 | Change | During the eumulative initial 12-month |
| 6 | 6-6 | Change | During the second and final eumulative final eumulative 12-month period after the expiration of the initial eumulative- 12-month |
| 6 | 6-6 | Change | Maximum Two Four-Year Disallowance The earned income disallowance is limited to a lifetime 48 24 calendar month period.....phase- in exclusion during the 48- 24 month period If the period of increased income does not last for 12 consecutive months, the disallowance period may be resumed at any time within the 48-month period, and continued until the disallowance has been applied for a total of 12 months of each- |
| 6 | 6-7 | Change | disallowance (the initial 12 month full exclusion and the second 12 month phase in exclusion. If the family member discontinues the employment that initially qualified the family for the EID, the 24 calendar month period continues. No earned income disallowance will be applied after the 48 month period following the initial date the exclusion was applied. The EID benefit is limited to a lifetime of 24 months for the qualifying family member. At the end of the 24 months, the EID ends regardless of how many months were "used". Families that currently benefit from the IED, or who became eligible prior to the effective date of changes to the ACOP are eligible to receive the EID benefits for the 24 months over a 48 month period, as was in effect prior to the effective date of this provision. |
| 6 | 6-8 | Remove | Dates(s) earned income ended and resumed during the intial cumulative 12 month-period of exclusion- |
| 6 | 6-8 | Change | Date the family has received a total of 12 consecutive months of the intial exclusion of 100% |

**Southern Nevada Regional Housing Authority
Operations Department Requested Additions / Changes**

| Chapter | Page | Add / Change / Remove | Summary of Change or Addition |
|---------|------|-----------------------|--|
| 6 | 6-8 | Remove | Date(s) earned income ended and resumed during the second cumulative 12 month period (phase in) of exclusion (if any) |
| 6 | 6-8 | Change | Date the family has received a total of 12 consecutive months of the phase in exclusion of 50% . |
| 6 | 6-8 | Change | Ending date of the maximum 48 months (four year) 24 month (2 Year) disallowance period. |
| 6 | 6-8 | Remove | (48 months from the date of the initial earned income disallowance) |
| 7 | 7-24 | Addition | Credit Card Statements will not be accepted as proof of payment of expenses |
| 8 | 8-1 | Change | submit the requisite requested 3rd party |
| 8 | 8-2 | Change | 1 transfer for every 50 20 new move-ins |
| 8 | 8-2 | Change | Designated Senior Developments: 1 transfer for 50 2 new move-ins |
| 8 | 8-3 | Addition | Good Standing criteria does not apply in the case of emergency transfers. Residents will be required to become compliant with all lease provisions upon completion of the Emergency Transfer to the new unit. |
| 8 | 8-8 | Change | Residents will be required to pay any amounts owed to the past property within 30 days of the move out statement. All applicable charges will be transferred to the resident's new account. |
| 8 | 8-8 | Addition | The SNRHA will offer certain incentives to higher income families (Household income at or above 60% of AMI) willing to move into lower income projects... |
| 8 | 8-9 | Change | In the event the resident fails to transfer and submit keys within the timeframes as stated in this policy, the losing manager both managers will serve the tenant with a 30 Day Notice for failure to vacate the unit they are transferring from will notify the resident of responsibility for the flat rent on the unit, in which they are transferring from, until such time keys have been submitted. |
| 8 | 8-9 | Addition | with disabilities, in accordance with SNRHA Reasonable Accommodation Policy and Procedures. |
| 8 | 8-10 | Change | For Otto Merida - Honolulu Street Family Apartments |
| 9 | 9-5 | Change | Residents must advise the SNRHA when they will be absent from the unit for more than 30 14 consecutive days |
| 9 | 9-6 | Addition | If a resident or applicant is unable to get utilities connected because of a previous balance owed to the utility company, the resident/applicant will not be permitted to move into a unit with resident paid utilities. This may mean that a current resident cannot transfer or that an applicant cannot be admitted. See Page 6-16 |
| 9 | 9-7 | Change | Tenant gave the required 30 15 calendar days advance written notice |
| 9 | 9-8 | Change | If any of the above items are found within a household the resident will be immediately billed per labor established according to the Maintenance Charge List and added into the tenant's security deposit funds. thirty dollars (\$30) per room or affected area. |

**Southern Nevada Regional Housing Authority
Operations Department Requested Additions / Changes**

| Chapter | Page | Add / Change / Remove | Summary of Change or Addition |
|---------|------|-----------------------|---|
| 9 | 9-11 | Change / Addition | The premises listed below have been designated as smoke-free living environments: • Lubertha Johnson Perry Plaza Senior Development With 45 days written notice and a signed lease addendum for all current residents, future properties may be designated smoke free at the discretion of SNRHA. Residents, staff and guests are prohibited |
| 10 | 10-1 | Change | The SNRHA Pet Policy Deposits, Fees, and Restrictions does not apply to Assistance Animals.... |
| 11 | 11-1 | Addition | Famillies who choose to pay flat rent or families who receive a verifiable fixed income are required to complete a reexamination of income, deductions and allowances at least once every three years. Flat rent or fixed income |
| 11 | 11-2 | Addition | choose flat rent and families who receive fixed income are to be recertified every three years. |
| 11 | 11-2 | Addition | ...recertification will be conducted at most 120 days prior to be effective on August 1, the following year.) |
| 11 | 11-2 | Addition | and at the end of second 12 month disallowance period the phase-in period. |
| 11 | 11-4 | Addition | recertification, they will receive a 30 day notice of lease termination for non-compliance of the recertification process. their housing subsidy will be removed and they will be charged the flat rent for their unit as of the effective date of the household's annual recertification. |
| 11 | 11-6 | Remove | receive Social Security, Social Security Disability, pensions or Supplemental Security Income (SSI) are not required to report their annual increase when it occurs. The SNRHA will not increase the family's total tenant payment until their next regularly scheduled annual except when an interim recertification is necessary as a result of any other changes listed in the "Reporting Requirements" section of this chapter. |
| 14 | 14-2 | Addition | HUD has determined that the Supplemental Nutrition Assistance Program (SNAP) qualifies as a welfare program of the state. Therefore if a tenant is a member of family receiving assistance under SNAP, and has been found by the administering State to be in compliance with the program requirements, that tenant is exempt from the CSSR.(PIH-2015-12 HA) |
| 14 | 14-2 | Change | Participating in an educational or vocational training program designed to lead to employment. As long as their educational activities total at least 96 hours per year. A student would not need to be enrolled full time to be in compliance with the CSSR. 30 hours per week |



Chapter 4

TENANT SELECTION AND ASSIGNMENT PLAN

(Includes Preferences and Managing the Waiting List)

[24 CFR 960.204]

INTRODUCTION

It is the SNRHA policy that each applicant shall be assigned an appropriate place on a jurisdiction-wide waiting list unless the applicant has applied for a development subject to a site-based waiting list. Applicants will be listed in sequence based upon date and time the application is received, the size and type of unit they require, the site in which they wish to reside for applicable designated communities, and factors of preference or priority. In filling an actual or expected vacancy, the SNRHA will offer the dwelling unit to an applicant in the appropriate sequence, with the goal of accomplishing de-concentration of poverty and income-mixing objectives. The SNRHA will offer the unit until it is accepted. This Chapter describes the SNRHA policies with regard to the number of unit offers that will be made to applicants selected from the waiting list.

SNRHA OBJECTIVES

SNRHA policies will be followed consistently and will affirmatively further HUD's fair housing goals.

It is the SNRHA objective to ensure that families are placed in the proper order on the waiting list so that the offer of a unit is not delayed to any family unnecessarily or made to any family prematurely. This chapter explains the policies for the management of the waiting list.

When appropriate units are available, families will be selected from the waiting list in sequence within their preference category and date and time sequence.

By maintaining an accurate waiting list, the SNRHA will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available to fill unit vacancies in a timely manner. Based on the SNRHA turnover and the availability of appropriate sized units, groups of families will be selected from the waiting list to form a final eligibility "pool." Selection from the pool will be based on completion of verification.

SITE-BASED/DESIGNATED WAITING LISTS

Per the Quality Housing and Work Responsibility Act of 1998, SNRHA uses site-based/designated waiting lists.

A. MANAGEMENT OF THE WAITING LIST

The SNRHA will administer its waiting list as required by 24 CFR Part 5, Subparts E and F, Part 945 and 960.201 through 960.215. The waiting list will be maintained in accordance with the following guidelines:

The application will be a permanent part of the file.



All applicants in the pool will be maintained in order of preference. Applications equal in preference will be maintained by date and time sequence.

All applicants must meet applicable income eligibility requirements as established by HUD.

Opening and Closing the Waiting Lists

The SNRHA, at its discretion, may restrict application intake, suspend application intake, and close waiting lists in whole or in part.

The decision to close the waiting list will be based on the number of applications available for a particular size and type of unit, and the ability of the SNRHA to house an applicant in an appropriate unit within a reasonable period of time.

When the SNRHA opens the waiting list, the SNRHA will advertise the location(s), and program(s) for which applications are being accepted in the following newspapers:

Las Vegas Review Journal/Sun
El Mundo
Las Vegas Asian Journal
Indian Voice
The Challenger Rehabilitation, Disability Newspaper

To reach persons with disabilities, the SNRHA will provide separate notice to local organizations representing the interests and needs of the disabled. This will include notice to the following organizations:

Opportunity Village
Nevada Disability Advocacy and Law Center Nevada
Legal Services
Help Them Walk Again
Nevada Association for the Handicapped

The notice will contain:

- The dates, times, and the locations where families may apply.
- Any designated housing for which site-based waiting lists are applicable
- The programs for which applications will be taken.
- Limitations, if any, on whom may apply.

The notices will be made in an accessible format, if requested. They will provide potential applicants with information that includes the SNRHA address and telephone number, and how to submit an application.

When Application Taking is Suspended

The SNRHA may suspend the acceptance of applications if there are enough applicants to fill anticipated openings for the next 12 to 24 months.



The waiting list may not be closed if it would have a discriminatory effect inconsistent with applicable civil rights laws.

During the period when the waiting list is closed, the SNRHA will not maintain a list of individuals who wish to be notified when the waiting list is open.

Suspension of application taking is announced in the same way as opening the waiting list. SNRHA will give at least five (5) days notice prior to opening or closing the list.

When the period for accepting applications is over, the SNRHA will add the new applicants to the list by:

- Unit size, local preference, and by date and time of application.

The SNRHA will update the waiting list at least annually by removing the names of those families who are no longer interested, no longer qualify for housing, or cannot be reached by mail. At the time of initial intake, the SNRHA will advise families of their responsibility to notify the SNRHA in writing when mailing address changes.

Limits on Who May Apply

When the waiting list is open,

- Any family asking to be placed on the waiting list for Public Housing rental assistance will be given the opportunity to complete an application.

When the application is submitted to the SNRHA, it establishes the family's date and time of application for placement order on the waiting list with preference points determining the final rank.

Multiple Families in Same Household

When families apply that consist of two families living together, (such as a mother and father, and a daughter with her own husband or children), if they apply as a family unit, they will be treated as a family unit.

B. SITE BASED WAITING LISTS

The SNRHA offers a system of site-based waiting lists for HUD-approved designated communities.

The SNRHA maintains separate site-based waiting lists for all current or future mixed financed properties, as well as all current or future RAD conversion Properties.

Applicants may choose which site-based waiting list they wish to be placed on, regardless of the application site. Applicants may designate the community or communities in which they seek to reside.

SNRHA will monitor its site-based wait list annually by comparing data in January to data in October to determine the level of change, if any, in the overall racial, ethnic and disability-related tenant composition at each SNRHA site by analyzing its data.



Every reasonable action will be taken by the SNRHA to assure that applicants can make informed choices regarding the community(s) in which they wish to reside. The SNRHA will disclose information to applicants regarding the location of available sites.

Monitoring Site-Based Waiting Lists

The system of site-based waiting lists will be carefully monitored to assure that civil rights and fair housing are affirmatively furthered.

The SNRHA adoption of site-based waiting lists is not in violation of any court order or settlement agreement, and is not inconsistent with any pending complaint brought by HUD.

The SNRHA will monitor its system of site-based waiting list annually to assure that racial steering does not occur. If the SNRHA annual analysis of its site-based waiting list indicates that a pattern of racial steering is or may be occurring, the SNRHA will take corrective action.

The SNRHA will assess changes in racial, ethnic or disability-related tenant composition at each SNRHA site that has occurred during the implementation of the site-based waiting lists. The SNRHA will make this assessment based on MTCS data.

The SNRHA has established site-based waiting lists for the following properties:

Espinoza Terrace, Designated Elderly Development, Henderson

Hampton Court, Family Development, Henderson

Otto Merida Desert Villas, Family Development, Las Vegas

Landsman Gardens, Family development, Henderson

Vera Johnson B, Family Development, Las Vegas. Vera Johnson B will convert from Mixed Finance to RAD Project Based Voucher after construction.

Biegger Estates, Family Development, Las Vegas

Rose Gardens, Designated Elderly Development, Las Vegas

The SNRHA intends to make available dwelling units, in communities designated for elderly families only, to near-elderly families if there are an insufficient number of elderly families on the waitlist. Near elderly will be defined as families whose members are 55 years of age or older.

C. WAITING LIST PREFERENCES

A preference does not guarantee admission to the program. Preferences are used to establish the order of placement on the waiting list. Every applicant must meet the SNRHA Selection Criteria as defined in this policy.

The SNRHA preference system will work in combination with requirements to match the characteristics for the family to the type of unit available, including units with targeted populations, and further de-concentration of poverty in public housing. When such matching is required or permitted by current law, the SNRHA will give preference to qualified families.



Families who reach the top of the waiting list will be contacted by the SNRHA to verify their preference and, if verified, the SNRHA will complete a full application for occupancy. Applicants must complete the application for occupancy and continue through the application processing and may not retain their place on the waiting list if they refuse to complete their processing when contacted by the SNRHA.

Among applicants with equal preference status, the waiting list will be organized by date and time.

Local Preferences

Local preferences will be used to select among applicants on the waiting list. A public hearing with an opportunity for public comment will be held before the SNRHA adopts any local reference.

The SNRHA uses the following Local Preferences:

Homeless Referral Preference: Families who are homeless (family lacks a fixed regular and adequate night time residence, or has a primary night time residence that is a supervised publicly or privately operated shelter designed to provide temporary living accommodations, such as welfare voucher hotels, congregate shelters or transitional housing designed for homeless persons, or a public or private place not designed for, or ordinarily used as a regular sleeping accommodation for human beings) and are participating in case management with an approved referral agency. This preference shall be limited to up to 150 referrals per year **60 points**

Unit offers to applicants referred for this preference will be made as follows: for every two applicants from the waiting list receiving a unit offer, one applicant referred under this preference will receive a unit offer.

Homeless Families that live with friends or relatives who are not currently in the transition system, will be encourage to apply to other available SNRHA programs that they may qualify for.

Federally Declared Disasters: Victims who are holders of Section 8 Vouchers or other subsidized programs as defined as eligible units by HUD, in another jurisdiction within 120 days of the President declaring a federal disaster. **55 points**

Working Preference: Head, spouse or co-head who is employed at least 20 hours per week **at the equivalent of minimum wage**, or who are active participants in accredited educational and training programs designed to prepare the individual for the job market. This preference is extended equally to elderly families or disabled families, including but not limited to those whose head or spouse is receiving SSI, SSD, or who can be verified to be unable to work, if both the head of household and spouse is either elderly or disabled..... **30 points**

Veteran preference for veteran as defined by State. **6 points**

Residency preferences for head, co-head or spouse, who live, work, have been hired to work, or are enrolled full time in an accredited school in Clark County... **5 points**



Disabled veteran or family (defined as dependent son, daughter, and spouse) of a veteran with a service-connected disability. **.5 points**

Family of (defined as spouse) a **deceased veteran** with a service-connected death. **.4 points**

FINAL VERIFICATION OF PREFERENCES [24 CFR 5.415]

Preference information on applications will be updated as applicants are selected from the waiting list. At that time, the SNRHA will obtain necessary verifications of preference at the interview and by third party verification.

PREFERENCE DENIAL [24 CFR 5.415]

If the SNRHA denies a preference, the SNRHA will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for an informal meeting with the Housing Programs Manager or Director of Housing Programs. If the preference denial is upheld as a result of the meeting, or the applicant does not request a meeting, the applicant will be placed on the waiting list without benefit of the preference. Applicants may exercise other rights if they believe they have been discriminated against.

Treatment of Single Applicants

Single applicants will be treated as any other eligible family on the SNRHA waiting list.

Pulling from the Wait List

SNRHA shall utilize income targeting to meet HUD's requirements that 40% of admissions have income of less than 30% of minimum income. Elderly and disabled families are given the working preference as required by HUD regulations. All preferences claimed are verified at final eligibility determination. If preferences claimed cannot be verified, the applicant is returned to the appropriate placement on our waiting list and a written notice explaining this action is sent to the applicant.

D. VERIFICATION OF PREFERENCE QUALIFICATION [24 CFR 5.415] The

family may be placed on the waiting list upon their certification that they qualify for a preference. When the family is selected from the waiting list for the final determination of eligibility, the preference will be verified.

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list and ranked without the Local Preference and given an opportunity for a review.

Change in Circumstances

Changes in an applicant's circumstances while on the waiting list may affect the family's entitlement to a preference. Applicants are required to notify the SNRHA in writing when their circumstances change. When an applicant claims an additional preference, s/he will be placed on the waiting list in the proper order of their newly claimed preference.

If the family failed to report income changes during final eligibility and the verified



failure would have affected their eligibility for a local preference, the family will be returned to the waiting list.

E. PREFERENCE DENIAL [24 CFR 5.415]

If the SNRHA denies a preference, the SNRHA will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for an informal meeting. The applicant will have 10 calendar days to request the meeting in writing. If the preference denial is upheld, as a result of the meeting, or the applicant does not request a meeting, the applicant will be placed on the waiting list without benefit of the preference. Applicants may exercise other rights if they believe they have been discriminated against.

If the applicant falsifies documents or makes false statements in order to qualify for any preference, they will be removed from the waiting list with notification to the family.

F. FACTORS OTHER THAN PREFERENCES THAT AFFECT SELECTION OF APPLICANTS

Before applying its preference system, the SNRHA will first match the characteristics of the available unit to the applicants available on the waiting lists. Factors such as unit size, accessible features, deconcentration or income mixing, income targeting, or units in housing designated for the elderly limit the admission of families to those characteristics that match the characteristics and features of the vacant unit available.

By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application.

G. INCOME TARGETING

The SNRHA will monitor its admissions to ensure that at least 40 percent of families admitted to public housing in each fiscal year shall have incomes that do not exceed 30% of area median income of the SNRHA jurisdiction.

Hereafter families whose incomes do not exceed 30% of area median income will be referred to as "extremely low income families."

The SNRHA shall have the discretion, at least annually, to exercise the "fungibility" provision of the QHWRRA by admitting less than 40 percent of "extremely low income families" to public housing in a fiscal year, to the extent that the SNRHA has provided more than 75 percent of newly available vouchers to "extremely low income families." This fungibility provision discretion by the SNRHA is also reflected in the SNRHA Administrative Plan.

The fungibility credits will be used to drop the annual requirement below 40 percent of admissions to public housing for extremely low income families by the lowest of the following amounts:



The number of units equal to 10 percent of the number of newly available vouchers in the fiscal year; or

The number of public housing units that 1) are in public housing communities located in census tracts having a poverty rate of 30% or more, and 2) are made available for occupancy by and actually occupied in that year by, families other than extremely low-income families.

The Fungibility Floor: Regardless of the above two amounts, in a fiscal year, at least 30% of the SNRHA admissions to public housing will be to extremely low-income families. The fungibility floor is the number of units that cause the SNRHA overall requirement for housing extremely low-income families to drop to 30% of its newly available units.

Fungibility shall only be utilized if the SNRHA is anticipated to fall short of its 40% goal for new admissions to public housing.

Low Income Family Admissions

Once the SNRHA has met the 40% targeted income requirement for new admissions of extremely low-income families, the SNRHA will fill the remainder of its new admission units with families whose incomes do not exceed 80% of the HUD approved area median income.

H. UNITS DESIGNATED FOR THE ELDERLY

In accordance with the 1996 Housing Act, Head or Spouse must be at least 62 years of age will be selected for admission to such units or buildings covered by a HUD-approved Allocation Plan, except for the units which are accessible, which may be offered to persons with disabilities.

The SNRHA will take the following action when processing families for developments designated for the elderly when there are insufficient elderly families who wish to reside in a development, near-elderly families (head or spouse ages 55-61) will be selected for this type of unit.

I. UNITS DESIGNATED FOR THE DISABLED

SNRHA has no HUD-approved disabled-only designated developments.

J. MIXED POPULATION UNITS

A mixed population community is a public housing community, or portion of a community that was reserved for elderly families and disabled families at its inception (and has retained that character).

In accordance with the 1992 Housing Act, elderly families whose head spouse or sole member is at least 62 years of age, and disabled families whose head, co-head or spouse or sole member is a person with disabilities, will receive equal preference to such units.

No limit will be established on the number of elderly or disabled families that may occupy a mixed population property. All other SNRHA preferences will be applied.



K. GENERAL OCCUPANCY UNITS

General occupancy units are designed to house all populations of eligible families. In accordance with the SNRHA occupancy standards, eligible families not needing units designed with special features or units designed for special populations will be admitted to the SNRHA general occupancy units.

The SNRHA will use its local preference system as stated in this chapter for admission of eligible families to its general occupancy units.

L. DECONCENTRATION OF POVERTY AND INCOME-MIXING

The SNRHA admission policy is designed to provide for de-concentration of poverty and income mixing by bringing higher income tenants into lower income communities and lower income tenants into higher income communities.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The SNRHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the SNRHA de-concentration efforts.

The SNRHA will use the gathered tenant income information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the community for the purpose of assisting the SNRHA in its de-concentration goals.

If the SNRHA annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular community, the SNRHA will evaluate the changes. The SNRHA will determine whether, based on the SNRHA methodology of choice, the community needs to be re-designated as a higher or lower income community or whether the SNRHA has met the de-concentration goals and the community needs no particular designation.

Deconcentration and Income-Mixing Goals

Admission policies related to the de-concentration efforts of the SNRHA do not impose specific quotas. Therefore, the SNRHA will not set specific quotas, but will strive to achieve de-concentration and income mixing in its developments.

The SNRHA income-mixing goal is a long-range goal and may not be achieved in the first year of implementation. The SNRHA will use its annual analysis of its public housing stock and tenant incomes to provide benchmarks for the SNRHA.

The SNRHA income-mixing goal, in conjunction with the requirement to achieve income targeting, will be achieved via unit offer procedures described in Section P of this chapter.



Community Designation Methodology

Aggregate Average Method

The SNRHA will review the annual resident income of all family sites to develop an average annual income, which will be used as a baseline. Developments with an average annual income above that baseline will be considered higher income developments, and developments with an average annual income below the baseline will be considered lower income developments.

Upon analyzing its findings the SNRHA will apply the policies, measures and incentives listed in Section P of this chapter to bring higher income families into lower income developments.

SNRHA Incentives for Higher Income Families

Covered in Section P of this Chapter.

M. REMOVAL FROM WAITING LIST AND PURGING [24 CFR 960.204(a)]

The waiting list will be purged at least **bi-tri**-annually by a mailing to all applicants to ensure that the waiting list is current and accurate. The mailing will ask for current information and confirmation of continued interest.

If an applicant fails to respond within 14 calendar days, s/he will be removed from the waiting list. If a letter is returned by the Post Office, the applicant will be removed without further notice and the envelope and letter will be maintained in the file. Failure to respond will result in removal from all waiting lists.

If an applicant is removed from the waiting list for failure to respond, they will not be entitled to reinstatement unless a person with a disability requests a reasonable accommodation for being unable to reply within the prescribed period.

Notices will be made available in accessible format upon the request of a person with a disability. An extension to reply to the purge notification will be considered as an accommodation if requested by a person with a disability.

The SNRHA allows a grace period of 7 calendar days after completion of the purge mailing. Applicants who respond during this grace period will not be withdrawn.

Applicants are notified with confirmation of the SNRHA receipt of their application that they are responsible for notifying the SNRHA within 10 calendar days, if they have a change of address.

N. OFFER OF ACCESSIBLE UNITS

The SNRHA has units designed for persons with mobility, sight and hearing impairments, referred to as accessible units.

No non-mobility-impaired families will be offered these units until all eligible mobility-impaired applicants have been considered.

Before offering a vacant accessible unit to a non-disabled applicant, the SNRHA will offer such units:



First, to a current occupant of another unit of the same development, or other public housing developments under the SNRHA control who has a disability that requires the special features of the vacant unit.

Second, to an eligible qualified applicant on the waiting list having a disability that requires the special features of the vacant unit.

When offering an accessible/adaptable unit to a non-disabled applicant, the SNRHA will require the applicant to agree to move to an available non-accessible unit within 30 days when either a current resident or an applicant needs the features of the unit and there is another unit available for the applicant. This requirement will be a provision of the lease agreement. SNRHA will pay all reasonable and customary costs associated with the relocation of the non-disabled family.

The Authority will make modifications to the unit in keeping with the Section 504 Transition Plan as the need arises and until the agency determines that an adequate number of units have been rehabilitated in numbers sufficient to evidence compliance with the Plan See Chapter 9.

O. PLAN FOR UNIT OFFERS

The SNRHA plan for selection of applicants and assignment of dwelling units to assure equal opportunity and non-discrimination on grounds of race, color, sex, religion, or national origin is to offer the family at the top of the waiting list for the appropriate bedroom size and unit type the oldest available unit five days prior to target-ready date.

Unit offers to promote income targeting are made in accordance with HUD regulations of the oldest eligible certified family to the appropriate bedroom size of the oldest ready and available unit. Once the SNRHA has met the 40% targeted income requirement for new admissions of extremely low-income families, the SNRHA will fill the remainder of its new admission units with families whose incomes do not exceed 80% of the HUD approved area median income.

Number of Offers - Two Offers

SNRHA will make two offers on an appropriate unit. If the second offer is rejected or the applicant fails to execute a lease within the required timeframes, the applicant will be withdrawn from our waiting list. Exceptions are incorrect unit offers and/or offers to non-disabled families of accessible units, or other “good cause” reason. The applicant shall be informed of this in writing.

SNRHA Incentives for Higher Income Families

The SNRHA will offer certain incentives to higher income families willing to move into lower income communities. If a higher income family agrees to move to an SNRHA-specified lower income development, the SNRHA will agree to approve to transfer the resident family to the next available scattered site home or the development of the family’s choice. The move will be approved, according to the Occupancy Guidelines, only if the family has consistently been in lease compliance for two years following admission.

In addition, the SNRHA will target homeownership opportunities to higher income families moving into lower income communities.



P. CHANGES PRIOR TO UNIT OFFER

Applicants with a Change in Family Size or Status

Applicants must report changes in income, family composition, and address within ten (10) calendar days of the change prior to eligibility and after final eligibility. If the family did not report the change within the required time frame, the family will be withdrawn and determined ineligible and offered an opportunity for informal hearing.

Properly reported changes in family composition, status, or income between the time of the interview and the offer of a unit will be processed. The SNRHA shall not lease a unit to a family whose occupancy will overcrowd or underutilize the unit or if the family is no longer eligible for the program.

The family will take the appropriate place in the selection pool or waiting list according to the preference points on the date they first applied **if the appropriate waiting list was open at the time of initial application.**

Changes that occur during the period between determination of final eligibility and an offer of a suitable unit may affect the family's eligibility or Total Tenant Payment. The family will be notified in writing of changes in their eligibility or level of benefits and offered their right to an informal hearing when applicable (See Grievance Procedure.)

Income changes properly reported after the unit is offered will be processed following lease-up procedures.

O. APPLICANT STATUS AFTER FINAL UNIT OFFER

When an applicant rejects the final unit offer the SNRHA will remove the applicant's name from the waiting list. Removal from the waiting list means the applicant must reapply. Exceptions may be made in accordance with 504 regulations, for persons whose refusal involved the need for a reasonable accommodation.

R. TIME-LIMIT FOR ACCEPTANCE OF UNIT

Applicants will have three (3) business days to respond to an offer of an available unit. Applicants must accept a unit offered within one (1) business day of the date the unit is shown and execute a lease within two (2) additional business days of the offer acceptance. Extensions can be approved for good cause.

SNRHA staff will attempt to notify applicants by telephone **as a courtesy; and** all offers will be made in writing by first class mail.

Applicants Unable to Take Occupancy

If an applicant is willing to accept the unit offered, but is unable to take occupancy at the time of the offer for "*good cause*," the applicant will **not be removed from be returned to** the waiting list.

Examples of "good cause" reasons for the refusal to take occupancy of a housing unit include, but are not limited to:



- An elderly family who makes the decision not to occupy or accept occupancy in designated housing for which they applied will be withdrawn from the designated housing waiting list, but this action will not affect their standing on any other waiting list. [24 CFR 945.303(d)]
- Inaccessibility to source of employment or education such that an adult household member must quit a job, drop out of an educational or a job training program.
- The family demonstrates to SNRHA's satisfaction that accepting the offer will result in a situation where a family member's life, health or safety will be placed in jeopardy. The family must offer specific and compelling documentation such as restraining orders, other court orders, or risk assessments related to witness protection from a law enforcement agency. The reasons must be specific. Refusals due to the location of the unit alone are not considered to be good cause.
- A qualified, knowledgeable, health professional verifies the temporary hospitalization or recovery from illness of the principal household member, other household member, or a live-in aide necessary to care for the principal household member.
- The family is offered a unit which is handicap accessible, but there is no member of the family that need accessibility features in the unit. The unit is inappropriate for the applicant's disabilities

S. REFUSAL OF OFFER

If the unit offered is inappropriate for the applicant's disabilities or if a non-disabled family is offered an accessible unit, the family will retain their position on the waiting list.

If the unit offered is refused for other reasons, the SNRHA will follow the applicable policy as listed in Section O, Plan for Unit Offers, and Section Q, Applicant Status after Final Offer.

T. SPECIAL PROGRAMS

The SNRHA will administer a HUD, RAD (Rental Assistance Demonstration) program at the following properties:

- o Landsman Gardens, Henderson, Nevada.
- o Vera Johnson B, Las Vegas, Nevada
- o Biegger Estates, Las Vegas, Nevada
- o Rose Gardens, North Las Vegas, Nevada

See Chapter 16 for RAD/PBV information.



Chapter 6

DETERMINATION OF TOTAL TENANT PAYMENT

[24 CFR 5.628, 5.611, 5.613, 5.615]

INTRODUCTION

The accurate calculation of annual income and adjusted income will ensure that families are not paying more or less money for rent than their obligation under the regulations.

This chapter defines the allowable deductions from annual income and how the presence or absence of household members may affect the Total Tenant Payment (TTP). Income and TTP are calculated in accordance with 24 CFR Part 5, Subpart F and further instructions set forth in HUD Notices, Memoranda and Addenda. The formula for the calculation of TTP is specific and not subject to interpretation. The SNRHA's policies in this chapter address those areas which allow the SNRHA discretion to define terms and to develop standards in order to assure consistent application of the various factors that relate to the determination of TTP.

A. MINIMUM RENT (TTP)

The minimum rent (TTP) for the SNRHA is \$50.00.

The total tenant payment is the greater of:

30% of the adjusted monthly income

10% of the monthly income

The minimum rent as established by the SNRHA

The minimum rent refers to a minimum total tenant payment and not a minimum tenant rent.

The total tenant payment does not include charges for excess utility consumption or other charges.

The SNRHA recognizes that in some instances even the minimum rent may create a financial hardship for families. The SNRHA will review all relevant circumstances brought to the SNRHA's attention regarding financial hardship as it applies to minimum rent. The following section states that the SNRHA's procedures and policies in regard to minimum rent financial hardship as set forth by the QHWRA.



SNRHA Procedures for Notification to Families of Hardship Exceptions

The SNRHA will notify all participant families subject to a minimum rent of their right to request a minimum rent hardship exception under the law.

The SNRHA will notify all eligible families at time of lease-up of their right to request a minimum rent hardship exception.

The SNRHA will notify all eligible families at the annual and interim recertification appointments of their right to request a minimum rent hardship exception.

The manager or their designee will document in the family's file that the family has been notified of their right to request a minimum rent hardship exception.

The SNRHA notification will advise the family that hardship exception determinations are subject to SNRHA grievance procedures.

The SNRHA will review all tenant requests for exception from the minimum rent due to financial hardships.

All requests for minimum rent exception are required to be in writing.

Requests for minimum rent exception will be accepted by the SNRHA from the family in writing.

Requests for minimum rent exception must state the family circumstances that qualify the family for an exception.

Exceptions to Minimum Rent

The SNRHA will immediately grant the minimum rent exception to all families who request it.

The Minimum Rent will be suspended until the SNRHA determines whether the hardship is:

Covered by statute

Temporary or long term

If the SNRHA determines that the minimum rent is not covered by statute, the SNRHA will impose a minimum rent including payment for minimum rent from the time of suspension.



The SNRHA will use its standard verification procedures to verify circumstances which have resulted in financial hardship, such as loss of employment, death in the family, etc.

HUD Criteria for Hardship Exception

In order for a family to qualify for a hardship exception the family's circumstances must fall into one of the following criteria:

The family has lost eligibility or is awaiting an eligibility determination for Federal, State, or local assistance;

The family would be evicted as a result of the imposition of the minimum rent requirement;

The income of the family has decreased because of changed circumstances, including:

Loss of employment

Death in the family

Other circumstances as determined by the SNRHA or HUD

Temporary Hardship

If the SNRHA determines that the hardship is temporary, a minimum rent will be imposed, including back payment from time of suspension, but the family will not be evicted for nonpayment of rent during the 90 day period commencing on the date of the family's request for exemption.

Repayment Agreements for Temporary Hardship

The SNRHA will offer a repayment agreement to the family for any such rent not paid during the temporary hardship period.

See Chapter 14, Rent and Debt Collection Procedures, for payment terms.

B. INCOME AND ALLOWANCES

Income: Includes all monetary and non-monetary income or benefit amounts that are received on behalf of the family. For purposes of calculating the Total Tenant Payment, HUD defines what is to be calculated and what is to be excluded in the federal regulations. In accordance with this definition, all income that is not specifically excluded in the regulations is counted. (See Income Inclusions and Income Exclusions in the Glossary of Terms of this policy.)



Annual Income is defined as the gross amount of income anticipated to be received by the family during the 12 months after certification or recertification. Gross income is the amount of income prior to any HUD allowable expenses or deductions, and does not include income which has been excluded by HUD. Annual income is used to determine whether or not applicants are within the applicable income limits. (24 CFR 5.607)

The low-income subsidy received to assist low-income persons in paying for their Medicare prescription drug plan costs must be excluded as annual income for the purpose of calculating any rent or assistance.

Adjusted Income is defined as the annual income minus any HUD allowable expenses and deductions.

Allowable Deductions

HUD has 5 allowable deductions from annual income:

1. Dependent allowance: \$480 each for family members (other than the head or spouse), who are minors, and for family members who are 18 and older who are full-time students or who are disabled.
2. "Elderly/disabled" allowance: \$400 per household for families whose head or spouse are 62 or over or disabled.
3. For any family that is a disabled family, or has a member (other than the head or spouse) who is a person with a disability. A disability assistance expenses for unreimbursed amounts paid for attendant care or auxiliary apparatus expenses for family members with disabilities, including the disabled member, where such expenses are necessary to permit an adult family member to be employed. The allowable expenses must be in excess of 3% of annual income. This allowance may not exceed the employment income received by the family members that is freed to go to work, who is at least 18 years of age.
4. For any elderly or disabled family:
 - a. That has no disability assistance expenses, an allowance for medical expenses equal to the amount by which the medical expenses exceed 3% of annual income;
 - b. That has disability expenses greater than or equal to 3% of annual income, an allowance for disability assistance expenses computed in accordance with paragraph C, plus an allowance for medical expenses that equal the family's medical expenses;



- c. That has disability assistance expenses that are less than 3% of annual income, an allowance for combined disability assistance expenses and medical expenses that are equal to the total of these expenses less 3% of annual income.
5. Amounts anticipated to be paid by the family for the care of children under 13 years of age during the period for which Annual Income is computed, but only where such care is necessary to enable a family member to actively seek employment, be gainfully employed, or to further his or her education and only to the extent such amounts are not reimbursed. The amount deducted shall reflect reasonable charges for childcare. In the case of childcare necessary to permit employment, the amount deducted shall not exceed the amount of employment income that is included in annual income. (24 CFR 5.603(d)).
6. The SNRHA does not provide for any optional deductions or allowances in the public housing program.

C. DISALLOWANCE OF EARNED INCOME FROM RENT DETERMINATIONS

24 CFR 962.255, **24 CFR 5.617, 24 CFR 960.255**

The annual income for qualified families may not be increased as a result of increases in earned income of a family member. **The family member will be eligible to receive EID for 24 consecutive calendar months to be effective the date of the earned income increase. beginning on the date on which the increase in earned income begins and continuing for a cumulative 12-month period.** For calculation purposes, the disallowance shall begin the first of the month after the employment begins. After the family receives 12 **cumulative consecutive** months of the full exclusion, annual income will include a phase-in of half the allowable earned income exclusion from annual income **for the remaining 12 consecutive calendar months.**

A family eligible for the earned income exclusion is a family that occupies a dwelling unit in a public housing community; and

Whose annual income increases as a result of employment of an adult member of the family who was previously unemployed for one or more years;

Whose earned annual income increases during the participation of a family member in any family self-sufficiency or other job training program; or

Whose annual income increases, as a result of new employment or increased earnings of an adult family member during or within six months after receiving assistance, benefits or services under any State program for TANF provided that the total amount over a six-month period is at least \$500. The qualifying TANF assistance may consist of any amount of monthly income maintenance, and/or at least \$500 in such TANF benefits and services as one-time payments, wage subsidies and transportation assistance.



The HUD definition of "previously unemployed" includes a person who has earned in the previous 12 months no more than the equivalent earnings for working 10 hours per week for 50 weeks at the minimum wage. Minimum wage is the prevailing minimum wage in the State or locality if it is higher than the federal minimum wage.

The HUD definition of economic self-sufficiency program is any program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for such families. Such programs may include job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, or any other program necessary to ready a participant to work (such as substance abuse or mental health treatment).

Qualifying increases are any earned income increases of a family member during participation in an economic self-sufficiency or job training program and may include increases that occur after participation provided the training provides assistance, placement, training or mentoring after the training that leads to employment.

The amount that is subject to the disallowance is the amount of incremental increase in income of a family member. The incremental increase in income is calculated by comparing the amount of the family member's income before the beginning of qualifying employment (baseline) to the amount of such income after the employment.

Initial Twelve-Month Exclusion

During the **cumulative initial** 12-month period beginning on the date a member of a qualified family is first employed or the family first experiences an increase in annual income attributable to employment, the SNRHA will exclude from annual income of a qualified family member any increase in income of the family member as a result of employment over the prior income of that family member (baseline).

Second Twelve-Month Exclusion and Phase-in

During the second **cumulative and final** 12-month period after the expiration of the initial **cumulative** 12-month period referred to above, the SNRHA must exclude from Annual Income of a qualified family member, 50 percent of any increase in income of a family member who is a person with disabilities as a result of employment over the income of that family member prior to the beginning of such employment.

Maximum ~~Two~~Four-Year Disallowance

The earned income disallowance is limited to a lifetime **24 48**-month period for each family member. For each family member, the disallowance only applies for a maximum of 12 months of full exclusion of incremental increase, and a maximum of 12 months of phase- in exclusion during the **24 48**-month period starting from the date of the initial exclusion.

~~If the period of increased income does not last for 12 consecutive months, the disallowance period may be resumed at any time within the 48-month period, and continued until the disallowance has been applied for a total of 12 months of each~~



~~disallowance (the initial 12-month full exclusion and the second 12-month phase-in exclusion).~~

If the family member discontinues the employment that initially qualified the family for the EID, the 24 calendar month period continues.

~~No earned income disallowance will be applied after the 48-month period following the initial date the exclusion was applied.~~

The EID benefit is limited to a lifetime of 24 months for the qualifying family member. At the end of the 24 months, the EID ends regardless of how many months were “used”.

Families that currently benefit from the EID, or who became eligible prior to the effective date of changes to the ACOP are eligible to receive the EID benefits for the 24 months over a 48-month period, as was in effect prior to the effective date of this provision.

Applicability to Child Care Expense Deductions

The amount deducted for childcare necessary to permit employment shall not exceed the amount of employment income that is included in annual income. Therefore, for families entitled to the

earned income disallowance, the amounts of the earned income that is included in the Annual Income after the application of the earned income disallowance will be used in determining the cap for childcare deduction in the case of the deduction that is allowed due to employment.

Applicability to Disability Expense Deductions

The amount deducted for disability expense deduction that is necessary to permit employment shall not exceed the amount of employment income that is included in Annual Income. Therefore, for families entitled to the earned income disallowance, the amounts of the earned income that is included in the Annual Income after the application of the earned income disallowance will be used in determining the cap for the disability expense deduction.

Applicability to Families that Receive both Child Care Expense and Disability Deductions

The amount deducted for both childcare and disability expense deductions necessary to permit employment shall not exceed the amount of employment income that is included in Annual Income. Therefore, for families entitled to the earned income disallowance, the amounts of the earned income that is included in the Annual Income after the application of the earned income disallowance will be used in determining the cap for childcare deduction and disability expenses combined in the case of the deduction that is allowed due to employment.

Tracking the Earned Income Exclusion

The earned income exclusion will be reported on the HUD 50058 form. Documentation will be included in the family’s file to show the reason for the reduced increase in rent.



*Such documentation will include:

- Date the increase in earned income was reported by the family
- Name of the family member whose earned income increased
- Reason (new employment, participation in job training program, within 6 months after receiving TANF) for the increase in earned income
- Amount of the increase in earned income (amount to be excluded)
- Date the increase in income is first excluded from annual income
- ~~Date(s) earned income ended and resumed during the initial cumulative 12-month* period of exclusion (if any)~~
- Date the family member has received a total of 12 **consecutive** months of the initial exclusion of **100%**
- Date the 12-month phase-in period began
- ~~Date(s) earned income ended and resumed during the second cumulative 12-month period (phase-in) of exclusion (if any)~~
- Date the family member has received a total of 12 **consecutive** months of the phase-in exclusion of **50%**
- Ending date of the maximum ~~48-month (four-year)~~ **24 month (two year)** disallowance period
(48 months from the date of the initial earned income disallowance)

The SNRHA will maintain a tracking system to ensure correct application of the earned income disallowance.

It is a SNRHA policy decision to conduct an interim reexamination for income increases for the purpose of calculating the earned income disallowance.

Inapplicability to Admission

The earned income disallowance is only applied to determine the Annual Income of families who are participants in the public housing program, and therefore does not apply for purposes of admission to the program (including the determination of income eligibility or any income targeting that may be applicable).

E. INDIVIDUAL SAVINGS ACCOUNTS

The SNRHA chooses not to establish a system of individual savings accounts for families who qualify for the disallowance of earned income.

E. TRAINING PROGRAMS FUNDED BY HUD

All training income from a HUD sponsored or funded training program, whether incremental or not, is excluded from the resident's annual income while the resident is in training. Income from a Resident Services training program, which is funded by HUD, is excluded.

Upon employment with the SNRHA, the full amount of employment income received by the person is counted.



G. AVERAGING INCOME

When annual income cannot be anticipated for a full 12 months, the SNRHA will average known sources of income that vary to compute an annual income.

If there are bonuses or overtime which the employer cannot anticipate for the next twelve months, bonuses and overtime received the previous year will be used.

Income from the previous year may be analyzed to determine the amount to anticipate when third-party or check-stub verification is not available.

If by averaging, an estimate can be made for those families whose income fluctuates from month to month; this estimate will be used so that the housing payment will not change from month to month.

The method used depends on the regularity, source and type of income.

H. MINIMUM INCOME

There is no minimum income requirement. Families who report zero income or extremely low income are required to complete a written certification every 180 calendar days which will be verified with EIV and all federal, state and local agencies and other sources, as appropriate, including credit checks, to verify income sources. If any increases in income are indicated in any of the above information or other verification at any time, then the family will be reviewed for an interim and the rent will be adjusted accordingly.

Families that report zero or extremely low income will be required to provide information in writing regarding their means of basic subsistence, such as food, utilities, transportation, and other subsistence expenses, in writing. SNRHA will require a print out of utility bills for three months to be submitted at interim evaluations for residents claiming zero or extremely low income.

If the family's expenses exceed their known income, the SNRHA will make inquiry of the head of household as to the nature of the family's accessible resources.

Utility bills provided by the family which show that the utilities are in another person's name will require further investigation as to whether there is an unauthorized member of the household.

Where credit reports show credit accounts open and payments current, SNRHA will take action to investigate the possibility of unreported or underreported income, fraud or program abuse.

The SNRHA will terminate the lease of families for fraud or offer a repayment agreement when documented evidence indicates the family has unreported or underreported income, which includes receiving funds from other parties or individuals that has not been reported. Failure to enter into a repayment agreement and pay the required 25% down payment within the established guidelines shall result in the termination of the lease. Repeating this action will result in termination of the lease.



I. INCOME OF PERSON PERMANENTLY/TEMPORARILY CONFINED TO NURSING HOME

If a family member is permanently confined to a hospital or nursing home and there is a family member left in the household, the SNRHA will calculate the income by using the following methodology and use the income figure which would result in a lower payment by the family:

Exclude the income of the person permanently confined to the nursing home and give the family no deductions for medical expenses of the confined family member after 180 days or when doctor certification of length of absence is received, whichever comes first.

If the family member is temporarily confined in a hospital or nursing home, SNRHA will calculate the TTP by:

Including the income of the person temporarily confined to the nursing home and giving the family the medical deductions allowable on behalf of the person in the nursing home, if they are an elderly or disabled family. For the purpose of this section, "temporarily" is defined as no more than 180 days.

J. REGULAR CONTRIBUTIONS AND GIFTS [24 CFR 5.609(a)(7)]

Regular contributions and gifts received from persons outside the household are counted as income for calculation of the tenant share of the rent.

Any contribution or gift received two consecutive months or more frequently will be considered a "regular" contribution or gift, unless the amount is less than \$100 per year. This includes rent and utility payments made on behalf of the family and other cash or non-cash contributions provided on a regular basis. It does not include casual contributions or sporadic gifts. (See Chapter 7, Verification Procedures, for further definition.)

If the family's expenses exceed its known income, the SNRHA will question the family about contributions and gifts.

K. ALIMONY AND CHILD SUPPORT [24 CFR 5.609(a)(7)]

Regular alimony and child support payments are counted as income for calculation of the family's share of the rental payment.



SNRHA Policy

SNRHA will count court-awarded amounts for alimony and child support unless SNRHA verifies that: (1) the payments are not being made, and (2) the family has made reasonable efforts to collect amounts due, including filing with courts or agencies responsible for enforcing payments [HCV GB, pp. 5-23 and 5-47].

Families who do not have court-awarded alimony and child support awards are not required to seek a court award and are not required to take independent legal action to obtain collection.

SNRHA will accept verification that the family is receiving an amount less than the award if:

- SNRHA receives verification from the agency responsible for enforcement or collection.
- The family furnishes documentation of child support or alimony collection action filed through a child support enforcement/collection agency, or has filed an enforcement or collection action through an attorney.

When child support or alimony fluctuates, SNRHA will follow the policy below.

SNRHA Policy

If, by averaging, an estimate can be made for those families whose income fluctuates from month to month; this estimate will be used so as to reduce the number of interim adjustments.

1. SNRHA shall add the total of all payments listed for the past twelve months. The total shall then be considered anticipated income.
2. When verification documents from the DA office indicated no payment for more than 60 days from the date of the printout (upon receipt of verification), no income will be anticipated from child support/alimony. Participants are required to report all changes within 10 calendar days in writing including when child support/alimony is not received and/or starts.

L. LUMP-SUM RECEIPTS [24 CFR 5.609(b)(5), (c)]

Lump-sum additions to Family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains, and settlement for personal or property losses, are not included in income but may be included in assets, if the amount has been invested in an allowable asset.

Lump-sum payments caused by delays in processing periodic payments such as unemployment or welfare assistance are counted as income. Lump sum payments from



Social Security or SSI are excluded from income, but any amount remaining will be considered an asset. Deferred periodic payments which have accumulated due to a dispute will be treated the same as periodic payments which are deferred due to delays in processing.

In order to determine amount of retroactive tenant rent that the family owes as a result of the lump sum receipt, the SNRHA will calculate retroactively.

Retroactive Calculation Methodology

The SNRHA will go back to the date the lump-sum payment was received, but never further back than the date of admission.

The SNRHA will determine the amount of income for each certification period, including the lump sum, and recalculate the tenant rent for each certification period to determine the amount due the SNRHA.

At the SNRHA's option, the SNRHA may enter into a Payment Agreement with the family.

The amount owed by the family is a collectible debt even if the family becomes unassisted.

The family's attorney fees may be deducted from lump-sum payments when computing annual income if the attorney's efforts have recovered a lump-sum compensation, and the recovery paid to the family does not include an additional amount in full satisfaction of the attorney fees.

M. CONTRIBUTIONS TO RETIREMENT FUNDS - ASSETS

Contributions to company retirement/pension funds are handled as follows:

While an individual is employed, count as assets only amounts the family can withdraw without retiring or terminating employment.

After retirement or termination of employment, count any amount the employee elects to receive as a lump sum.

N. ASSETS DISPOSED OF FOR LESS THAN FAIR MARKET VALUE

The SNRHA must count assets disposed of for less than fair market value during the two years preceding certification or reexamination. In calculating total assets, the SNRHA will count the difference between the market value and the actual payment received.

Assets disposed of as a result of foreclosure or bankruptcy is not considered to be assets disposed of for less than fair market value. Assets disposed of as a result of a divorce or separation is not considered to be assets disposed of for less than fair market value.

The SNRHA's minimum threshold for counting assets disposed of for less than Fair



Market value is \$5000. If the total value of assets disposed of within the two-year period is less than \$5000, they will not be considered an asset.

O. CHILD CARE EXPENSES

Not reimbursable child care expenses for children under 13 may be deducted from annual income if they enable an adult to work or attend school full time, or to actively seek employment.

In the case of a child attending private school, only after-hours care can be counted as child care expenses.

Child care expenses cannot be allowed as a deduction if there is an adult household member capable of caring for the child who can provide the child care. Examples of those adult members who would be considered *unable* to care for the child include:

The abuser in a documented child abuse situation, or

A person with disabilities or older person unable to take care of a small child, as verified by a reliable knowledgeable source, or

Can provide proof that the adult member is searching for a job (maximum time allowed for search is 10 hours per week.)

An allowable deduction for child care expenses is based on the following guidelines:

Child care to work: The maximum child care expense allowed must be less than the amount earned by the person enabled to work. The "person enabled to work" will be the adult member of the household who earns the least amount of income from working.

Child care for school: The number of hours claimed for child care may not exceed the number of hours the family member is attending school, including reasonable travel time to and from school.

Amount of Expense: The SNRHA will survey the local care providers in the community and collect data as a guideline. If the hourly rate materially exceeds the guideline, the SNRHA may calculate the allowance using the guideline.

Child Care Verification:

SNRHA will send out via mail to the child care provider a 3rd party verification, which will need to be completed, showing the name, age of children, hours and days watched along with amount charged. Verification is to include provider's license number or tax identification number if they are a licensed agency. Private providers will need to provide a social security number and have the form notarized.

No other form of verification will be accepted but that of the Housing Authority.



Secondary verification after attempting orals will be receipts.

P. MEDICAL EXPENSES [24 CFR 5.603]

When it is unclear in the HUD rules as to whether or not to allow an item as a medical expense, IRS Publication 502 will be used as a guide.

Persons with a Medicare prescription drug plan may be required to pay a premium and this premium will be counted as a medical expense.

Prescriptions not covered by the Medicare prescription drug plan will be counted toward the sum of allowable medical expense.

Nonprescription medicines must be doctor-recommended in order to be considered a medical expense.

Nonprescription medicines will be counted toward medical expenses for families who qualify if the family furnishes legible receipts.

Acupressure, acupuncture and related herbal medicines, and chiropractic services will be considered allowable medical expenses.

O. PRORATION OF ASSISTANCE FOR "MIXED" FAMILIES [24 CFR 5.520]

Applicability

Prorating of assistance must be offered to any "mixed" applicant or participant family. A "mixed" family is one that includes at least one U.S. citizen or eligible immigrant and any number of ineligible members.

Prorated Assistance Calculation

Prorated assistance will be calculated by subtracting the total tenant payment from the applicable maximum rent for the unit the family occupies to determine the Family Maximum Subsidy. The family's TTP will be calculated by:

Dividing the family maximum subsidy by the number of persons in the family to determine Member Maximum Subsidy.

Multiplying the member maximum subsidy by the number of eligible family members to determine Eligible Subsidy.

Subtracting the amount of eligible subsidy from the applicable maximum rent for the unit the family occupies to get the family's revised total tenant payment.

R. INCOME CHANGES RESULTING FROM WELFARE PROGRAM REQUIREMENTS

The SNRHA will not reduce the public housing rent for families whose welfare



assistance is reduced specifically because of:

fraud; or

failure to participate in an economic self-sufficiency program; or

noncompliance with a work activities requirement

However, the SNRHA will reduce the rent if the welfare assistance reduction is a result of:

The expiration of a lifetime time limit on receiving benefits; or

A situation where the family has complied with welfare program requirements but cannot or has not obtained employment, such as:

The family has complied with welfare program requirements, but the durational time limit, such as a cap on the length of time a family can receive benefits, causes the family to lose their welfare benefits.

Verification Before Denying a Request to Reduce Rent

The SNRHA will obtain written verification from the welfare agency stating that the family's benefits have been reduced for fraud or noncompliance *before* denying the family's request for rent reduction.

Cooperation Agreements

The SNRHA will attempt to develop a written cooperation agreement in place with the local welfare agency which assists the SNRHA in obtaining the necessary information regarding welfare sanctions.

The SNRHA has taken a proactive approach to culminating an effective working relationship between the SNRHA and the local welfare agency for the purpose of targeting economic self-sufficiency programs throughout the community that are available to public housing residents.

The SNRHA and the local welfare agency have mutually agreed to notify each other of any economic self-sufficiency and/or other appropriate programs or services that would benefit public housing residents.

S. UTILITY ALLOWANCE AND UTILITY REIMBURSEMENT PAYMENTS

If the cost of utilities (excluding telephone) is not included in the tenant rent, a utility allowance will be deducted from the total tenant payment. The utility allowance is intended to help defray the cost of utilities not included in the rent. The allowances are based on the monthly cost of reasonable consumption utilities in an energy conservative household, *not* on a family's actual consumption.



A survey of utility rate changes applicable to the agency's jurisdiction will be made annually and the *Schedule of Tenant-Paid Utility Allowances* and related services will be periodically adjusted by the agency in accordance with the results of the survey. Utility allowances may be adjusted upward or downward, or remain the same, dependent upon the most recent data regarding overall consumption and rates for the larger community (not just the public housing community).

When the utility allowance exceeds the family's total tenant payment, the SNRHA will provide a utility reimbursement payment for the family each month. The check will be made out directly to the tenant.

Resident-Paid Utilities

The following requirements apply to residents living in developments with resident-paid utilities or applicants being admitted to such developments:

If a resident or applicant is unable to get utilities connected because of a previous balance owed to the utility company, the resident/applicant will not be permitted to move into a unit with resident paid utilities. This may mean that a current resident cannot transfer or that an applicant cannot be admitted.

Paying the utility bill is the resident's obligation under the lease. Failure to pay utilities is grounds for eviction.

T. EXCESS UTILITY PAYMENTS

Residents in units where the SNRHA pays the utilities may be charged for excess utilities if additional appliances or equipment are used in the unit. This charge shall be applied as specified in the lease. [24CFR 966.4(b)(2)]

The SNRHA expects the resident to take every effort to ensure that utility consumption will be reasonable and in compliance with acceptable standards of usage applicable to unit and family size. If use of utilities is determined to be excessive, SNRHA will require payment for the amount of usage that is deemed to be excessive. Excessive utility usage will be determined if the individually metered utility monthly bill exceeds the approved utility allowance for the unit size by 30%. Payment for excessive utility usage will become due and payable on the first day of the second month following the month in which the charges are incurred, except at termination of lease when all charges are considered due and payable. In the case of water bills, usage will be based on the average unit size consumption.

U. FAMILY CHOICE IN RENTS

Authority for Family to Select

The SNRHA shall provide for each family residing in a public housing unit to elect annually whether the rent paid by such family shall be 1) determined based on family income or 2) the flat rent. The SNRHA may not at any time fail to provide both such rent options for any public housing unit owned, assisted or operated by the SNRHA.



Annual choice: The SNRHA shall provide for families residing in public housing units to elect annually whether to pay income-based or flat rent. Except for financial hardship cases, the family may not be offered the rent choice more than once per year.

SNRHA will provide each family the following written information:

- Policy on switching types of rent in circumstances of hardship.
- The dollar amounts of tenant rent for the family under each option.
- If the family chose a flat rent for the previous year, the SNRHA will provide the amount of income-based rent for the subsequent year.
- Only the year the SNRHA conducts an income reexamination or if the family specifically requests it and submits updated income information. For a family that chooses the flat rent option, the SNRHA must conduct a reexamination of family income at least once every three years.
- The flat rent is based on the fair market rent. The SNRHA records must show how the SNRHA determines flat rents in accordance with its method and document flat rents offered to families.
- The SNRHA will not pay a utility reimbursement for a family that has chosen to pay a flat rent.
- For families paying income-based rent, SNRHA may choose to pay utility reimbursements either to the family, or directly to the utility supplier. If the PHA elects to pay the utility supplier, the SNRHA must first notify the family of the amount of utility reimbursement paid to the supplier.

Allowable Rent Structures

Flat Rents

The SNRHA has established, for each dwelling unit in public housing, a flat rental amount for the dwelling unit, which:

Is based on an amount no less than 80% of the applicable FMR established under 8 (c) of the U.S. Housing Act of 1937, in accordance with HUD Notice PIH 2014-07.

The SNRHA shall review the income of families paying flat rent not less than once every three years.



Income-Based Rents

The monthly total tenant payment amount for a family shall be an amount, as verified by the SNRHA that does not exceed the greatest of the following amounts:

30 percent of the family's monthly adjusted income;

10 percent of the family's monthly income; or

The SNRHA's minimum TTP of \$50.00.

Switching Rent Determination Methods Because of Hardship Circumstances

In the case of a family that has elected to pay the SNRHA's flat rent, the SNRHA shall immediately provide for the family to pay rent in the amount determined under income-based rent, during the period for which such choice was made, upon a determination that the family is unable to pay the flat rent because of financial hardship, including:

Situations in which the income of the family has decreased because of changed circumstances, loss of or reduction of employment, death in the family, and reduction in or loss of income of other assistance;

An increase, because of changed circumstances, in the family's expenses for medical costs, child care, transportation, education, or similar items; and

Such other situations as may be determined by the SNRHA.

All hardship situations will be verified.

The rental policy developed by the SNRHA encourages and rewards employment and self-sufficiency.

Annual Reexamination

Within 120 days in advance of the annual reexamination, the family will be sent a form from the SNRHA, on which the family will indicate whether they choose flat rent or income-based rent. The SNRHA form will state what the flat rent would be, and an estimate, based on current information, what the family's income-based rent would be.

If the family indicates they choose flat rent, the form will be retained in the tenant file.

If the family indicates they choose income-based rent, a reexamination appointment will be scheduled according to SNRHA policy.



V. SNRHA'S FLAT RENT METHODOLOGY

The SNRHA has set a flat rent for each bedroom size within the SNRHA's public housing inventory, based on an amount no less than 80% of the applicable FMR established under 8 (c) of the U.S. Housing Act of 1937, in accordance with HUD Notice PIH 2014-07.

The SNRHA's flat rents have been established using the following methodology:

An amount no less than 80% of the applicable FMR established under 8 (c) of the U.S. Housing Act of 1937, in accordance with HUD Notice PIH 2014-07.



Chapter 7

VERIFICATION

[24 CFR Parts 5.617, CFR
960.206]

INTRODUCTION

The SNRHA must verify all information that is used to establish the family's eligibility and level of assistance and is required to obtain the family's consent to collect the information. Applicants and program participants must cooperate with the verification process as a condition of receiving assistance. The SNRHA must not pass on the cost of verification to the family.

The SNRHA will follow the verification guidance provided by HUD in PIH Notice 2013-04 Verification Guidance and any subsequent guidance issued by HUD. This chapter summarizes those requirements and provides supplementary SNRHA policies.

Part I describes the general verification process. More detailed requirements related to individual factors are provided in subsequent parts including family information (Part II), income and assets (Part III), and mandatory deductions (Part IV).

Verification policies, rules and procedures will be modified as needed to accommodate persons with disabilities. All information obtained through the verification process will be handled in accordance with the records management policies of the SNRHA.

PART I: GENERAL VERIFICATION REQUIREMENTS

7-I.A. FAMILY CONSENT TO RELEASE OF INFORMATION

The family must supply any information that the SNRHA or HUD determines is necessary to the administration of the program and must consent to SNRHA verification of that information

Consent Forms

It is required that all adult applicants and participants sign form HUD-9886, Authorization for Release of Information. The purpose of form HUD-9886 is to facilitate automated data collection and computer matching from specific sources and provides the family's consent only for the specific purposes listed on the form. HUD and the SNRHA may collect information from State Wage Information Collection Agencies (SWICAs) and current and former employers of adult family members. Only HUD is authorized to collect information directly from the Internal Revenue Service (IRS) and the Social Security Administration (SSA). Adult family members must sign other consent forms as needed to collect information relevant to the family's eligibility and level of assistance.

The family will be required to complete the SNRHA release of information, in addition to the Debts Owed (HUD 52675) and HUD 92006



Penalties for Failing to Consent

If any family member who is required to sign a consent form fails to do so, the SNRHA will deny admission to applicants and terminate assistance of participants. The family may request an informal review (applicants) or informal hearing (participants) in accordance with SNRHA procedures.

7-I.B. OVERVIEW OF VERIFICATION

REQUIREMENTS HUD's Verification Hierarchy

HUD authorizes the SNRHA to use six methods to verify family information and specifies the circumstances in which each method will be used. In general HUD requires the SNRHA to use the most reliable form of verification that is available and to document the reasons when the SNRHA uses a lesser form of verification.

SNRHA Policy

Upfront Income Verification (UIV): The verification of income at admission or before or during a family reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a large number of individuals. HUD's **Enterprise Income Verification System (EIV)** is considered to be this method. This is currently not available for applicants.

NOTICE: PIH-2013-04 (HA) Guidance on Verification of Excluded Income.

Purpose:

This notice provides clarification and guidance on the verification requirements of income excluded from the

The SNRHA Public Housing Program in an effort to reduce administrative burden, will utilize the provision in the HUD Notice PIH-2013-04 as follows:

HUD has provided two categories of excluded income: fully excluded and partially excluded. Each category has different verification requirement.

Fully Excluded Income:

Income that is fully excluded means the entire amount qualifies to be excluded from the annual income determination. For fully excluded income, the SNRHA is **not required** to:

- Verify the income in accordance with the HUD-prescribed verification hierarchy;
- Document in the tenant file why third party verification was not available as required by 24 CFR 960.259(c)(i) and 24 CFR 982.516(a)(2); and
- Report the income in Section 7 of the form HUD-50058.

SNRHA may accept an applicant or participant's self-certification as verification of fully excluded income. The SNRHA's application and reexamination documentation, which is signed by all adult family members, may serve as the self-certification of the fully excluded income. SNRHA has the option of elevating the verification requirements if necessary, to determine if a source of income qualifies for a full exclusion.

Examples of common fully excluded income categories that are verifiable through applicant or



participant self-certification are:

- Supplemental Nutrition Assistance Program (SNAP) benefits, formerly known as food stamps.
- Income from a live-in aide.

For a complete list of income exclusions, see 24 CFR 5.609(c).

5. Partially Excluded Income:

Income that is partially excluded means that only a certain portion of the income reported by the family qualifies to be excluded, while the remainder must be included when determining the family's annual income.

For partially excluded income, SNRHA is required to:

- Comply with HUD-prescribed verification requirements and all applicable regulations pertaining to
- the determination of annual income; and
- Report the income in Section 7 of the form HUD-50058.
- Examples of partially excluded income that are subject to regular verification requirements include:
- The Department of Veterans Affairs "Aid and Attendance" benefits – in accordance with 24 CFR 5.609(c)(4), these benefits may be excluded from income if they are used "specifically for, or in reimbursement of, the cost of medical expenses for any family member." Live-in or periodic medical assistance and services of doctors and health care professionals are among the services that may be counted as medical expenses. The SNRHA must verify the amount provided for aid and attendance medical expenses and the amount actually being used by the veteran for such expenses.

Any portion of the benefit not used for such expenses would continue to be counted as income by the SNRHA when determining the family's annual income.

- Earnings in excess of \$480 for full-time students 18 years old or older (24 CFR 5.609(c)(11) – in order to determine the amount of earnings to include in the calculation of the family's annual income, the SNRHA must verify the amount of employment income for these family members.

The Verification Hierarchy. SNRHA shall begin with the highest level of verification Techniques PHAs are required to access the EIV system and obtain an Income Report for each household. The SNRHA shall maintain the Income Report in the tenant file along with the form HUD-50058 and other supporting documentation to support income and rent determinations for all mandatory annual reexaminations of family income and composition.



If the Income Report does not contain any employment and income information for the family, the SNRHA shall attempt the next lower level verification technique, as noted in the below:

| Level | Verification Technique | Ranking |
|-------|---|--|
| 6 | Upfront Income Verification (UIV) using HUD's Enterprise Income Verification (EIV) system (not available for income verifications of applicants) | Highest (Mandatory) |
| 5 | Upfront Income Verification (UIV) using non-HUD system | Highest (Optional) |
| 4 | Written third Party Verification | High (Mandatory to supplement EIV-reported income sources and when EIV has no data; Mandatory for non-EIV reported income sources; Mandatory when tenant disputes EIV reported employment and income information and is unable to provide acceptable documentation to support dispute) |
| 3 | Written Third Party Verification Form | Medium-Low (Mandatory if written third party verification documents are not available or rejected by the PHA; and when the applicant or tenant is unable to provide acceptable documentation) |
| 2 | Oral Third Party Verification | Low (Mandatory if written third party verification is not available) |
| 1 | Tenant Declaration | Low (Use as a last resort when unable to obtain any type of third party verification) |

Verification Technique Definitions



Third Party Verification Techniques

Upfront Income Verification (UIV) (Level 6/5): The verification of income before or during a family reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a number of individuals. It should be noted that the EIV system is available to all PHAs as a UIV technique. PHAs are encouraged to continue using other non-HUD UIV tools, such as The Work Number (an automated verification system) and state government databases, to validate tenant-reported income.

Written Third Party Verification (Level 4): An original or authentic document generated by a third party source dated either within the 60-day period preceding the reexamination or PHA request date. Such documentation may be in the possession of the tenant (or applicant), and is commonly referred to as tenant-provided documents. It is the Department's position that such tenant-provided documents are written third party verification since these documents originated from a third party source. The PHA may, at its discretion, reject any tenant-provided documents and follow up directly with the source to obtain necessary verification of information.

Examples of acceptable tenant-provided documentation (generated by a third party source) include, but are not limited to: pay stubs, payroll summary report, employer notice/letter of hire/termination, SSA benefit verification letter, bank statements, child support payment stubs, welfare benefit letters and/or printouts, and unemployment monetary benefit notices. Current acceptable tenant-provided documents must be used for income and rent determinations.

The SNRHA shall require two current and consecutive pay stubs for determining annual income from wages. For new income sources, two pay stubs shall be required that are consecutive or a new hire letter with date of hire, wages and hours. The PHA should project income based on the information from a traditional written third party verification form or the best available information.

Note: Documents older than 60 days (from the PHA interview/determination or request date) is acceptable for confirming effective dates of income.

Written Third Party Verification Form (Level 3): Also, known as traditional third party verification. A standardized form to collect information from a third party source. The form is completed by the third party by hand (in writing or typeset). PHAs send the form directly to the third party source by mail, fax, or email.

It is the Department's position that the administrative burden and risk associated with use of the traditional third party verification form may be reduced by PHAs relying on acceptable documents that are generated by a third party, but in the possession of and provided by the tenant (or applicant). Many documents in the possession of the tenant are derived from third party sources (i.e. employers, federal, state and/or local agencies, banks, etc.).



The Department recognizes that third party verification request forms sent to third party sources often are not returned. In other instances, the person who completes the verification form may provide incomplete information; or some tenants may collude with the third party source to provide false information; or the tenant intercepts the form and provides false information.

The Department requires PHAs to rely on documents that originate from a third party source's computerized system and/or database, as this process reduces the likelihood of incorrect or falsified information being provided on the third party verification request form. The use of acceptable tenant-provided documents, which originate from a third party source, will improve the integrity of information used to determine a family's income and rent and ultimately reduce improper subsidy payments. This verification process will also streamline the income verification process.

Oral Third Party Verification (Level 2): Independent verification of information by contacting the individual income/expense source(s), as identified through the UIV technique or identified by the family, via telephone or in-person visit. PHA staff should document in the tenant file, the date and time of the telephone call (or visit to the third party), the name of the person contacted and telephone number, along with the confirmed information.

This verification method is commonly used in the event that the independent source does not respond to the PHA's faxed, mailed, or e- mailed request for information in a reasonable time frame, i.e., ten (10) business days.

Non-Third Party Verification Technique - Tenant Declaration (Level 1): The tenant submits an affidavit or notarized statement of reported income and/or expenses to the PHA. This verification method should be used as a last resort when the PHA has not been successful in obtaining information via all other verification techniques. When the PHA relies on tenant declaration, the PHA must document in the tenant file why third party verification was not available.

Exceptions to Third Party Verification Requirements

HUD is aware that in some situations, third party verification is not available for a variety of reasons. Oftentimes, the PHA may have made numerous attempts to obtain the required verifications with no success, or it may not be cost effective to obtain third party verification of income, assets, or expenses, when the impact on total tenant payment is minimal. In these cases, the PHA is **required to document in the family file the reason(s) why third party verification was not available.**

The exception to third party verification can be found at 24 CFR §960.259(c)(1) and §982.516(a)(2), which states, "The PHA must obtain and document in the family file third party verification of the following factors, **or must document in the file why third party verification was not available.**"



Third party verification requirements. In accordance with 24 CFR §960.259(c)(1) and 24 CFR §982.516(a)(2) for the Public Housing and the HCV programs, respectively, the PHA must obtain and document in the tenant file third party verification of the following factors, or must document in the tenant file why third party verification was not available: (i) reported family annual income; (ii) the value of assets; (iii) expenses related to deductions from annual income; and (iv) other factors that affect the determination of adjusted income.

How to comply with and reduce administrative burden of third party verification requirements of family annual income . PHAs can comply with and reduce administrative burden of third party verification requirements for employment, wage, and unemployment compensation and social security benefits, and any other information that is verifiable using EIV by:

- a) Reviewing the EIV Income Report to confirm/validate tenant-reported income; and;
- b) Printing and maintaining an EIV Income Report (or an EIV Individual Control Number (ICN) page for interim reexaminations as prescribed in Section 12 of this Notice) in the tenant file; and
- c) Obtaining current acceptable tenant-provided documentation to supplement EIV information; and
- d) Using current tenant-provided documentation and/or third party verification to calculate annual income.

Note: Social Security benefit information in EIV is updated every three months. If the tenant agrees with the EIV-reported benefit information, PHAs do not need to obtain or request a benefit verification letter from the tenant. See PIH Notice 2010-03 for guidance on verifying Social Security benefit income through the EIV system.

The PHA may also reduce the administrative burden of obtaining third party verification by relying on acceptable documents that are generated by a third party, but provided by the tenant. Many documents in the possession of the tenant are derived from third party sources (i.e. employers, federal, state and/or local agencies, banks, etc.).

When the PHA is required to request written third party verification The PHA must request written third party verification under the following circumstances:

- a. When the tenant disputes the EIV information and is unable to provide acceptable documentation to support his/her dispute
- b. When the PHA requires additional information that is not available in EIV and /or the tenant is unable to provide the PHA with current acceptable tenant-provided documentation. Examples of additional information, includes but is not limited to:
 - i. Effective dates of income (i.e. employment, unemployment compensation, or social security benefits)
 - ii. For new employment: pay rate, number of hours worked per



- week, pay frequency, etc.
- iii. Confirmation of change in circumstances (i.e. reduced hours, reduced rate of pay, temporary leave of absence, etc.)

Note: 24 CFR §5.236(a), prohibits PHAs from taking adverse action based solely on EIV

Requirements for Acceptable Documents

SNRHA Policy

Any documents used for verification must be the original (not photocopies) and generally must be dated within 60 calendar days of the date they are provided to the SNRHA. The documents must not be damaged, altered or in any way illegible. All tenant supplied documents should be dated no more than 60 days before the effective date of the family's reexamination or SNRHA's request date, if the document represents the most recent scheduled report from a source. For example, if the holder of a pension annuity provides semi-annual reports, the SNRHA would accept the most recent report.

Print-outs from web pages are considered original documents.

Pay stubs which must be current and consecutive when used with EIV and must not be older than 60 days from the request date or 60 days prior to the annual recertification effective date. Four consecutive pay stubs will be required when using EIV for annuals and two for new hire verifications..

Examples of acceptable tenant-provided documentation (generated by a third party source) include, but are not limited to: pay stubs, payroll summary reports, child support payment stubs, welfare benefit letters and/or printouts, and unemployment monetary benefit notices, bank statements, and local agencies, employer letter/notices. Current acceptable tenant-provided documents must be used for income and rent determinations. The SNRHA is required to obtain a minimum of two pay stubs for determining annual income from wages. For new income sources or when two pay stubs are not available, the PHA should project income based on the information from a traditional written third party verification form or the best available information.

Note: Documents that are older than 60 days (from the date SNRHA interview/determination or request date) is acceptable for confirming effective dates of income.

The SNRHA staff member who views the original document must make a photocopy. Any family self-certifications must be made in a format acceptable to the SNRHA and must be signed in the presence of a SNRHA representative or SNRHA notary public.

File Documentation

The SNRHA must document in the file how the figures used in income and rent calculations were determined. All verification attempts, information obtained, and decisions reached during the verification process will be recorded in the family's file in sufficient detail to demonstrate that the SNRHA has followed all of the verification policies set forth in this



plan. The record should be sufficient to enable a staff member or HUD reviewer to understand the process followed and conclusions reached.

SNRHA Policy

The SNRHA will document, in the family file, the

following: Reported family annual income

Value of assets

Expenses related to deductions from annual income

Other factors influencing the adjusted income or income-based rent determination

When the SNRHA is unable to obtain 3rd party verification, the SNRHA will document in the family file the reason that third-party verification was not available (including oral verification attempt) and will place a photocopy of any original document(s) in the family file. [24 CFR 960.259(c)(1); VG, p.15]

Special Verification Processes:

HUD NOTICE PIH 2013-03 (HA):

Purpose: “This Notice establishes temporary guidelines for public housing agencies (SNRHA) in fulfilling certain Public Housing (PH) and Housing Choice Voucher (HCV) program requirements during this period of decreased resources available to SNRHA. These guidelines are intended to facilitate the ability of SNRHA to continue, without interruption and with minimal burden, the delivery of rental assistance to eligible families in their communities. The temporary provisions established by this Notice will be available to SNRHA until March 31, 2014.

The economic downturn that commenced in 2008 and which continues has only increased the need for housing assistance. Increased demand for housing assistance without corresponding increased resources strains the operations of SNRHA, and jeopardizes their ability to assist families at a time when families most need housing assistance. Increasing administrative flexibility should allow SNRHA to deliver rental assistance more efficiently and expeditiously. Reduction of administrative burden is anticipated to allow SNRHA to better manage their programs within current allocated budget authority. The temporary guidelines are also designed to increase efficiencies, minimizing the use of resources for program administration. HUD intends to pursue more permanent changes to increase flexibility and reduce administrative burden and will be informed by SNRHA’ use of the temporary compliance provisions of this Notice.” PIH Notice 2013-3

In accordance with HUD Notice PIH 2013-3, the SNRHA Public Housing Occupancy department shall process tenant income verification as follows:.



SNRHA, PH Ops may choose to use either actual past income or projected future income. Currently, annual income includes income that is anticipated to be received from a source outside the family during the 12-month period following the effective date of admission or annual reexamination. The Notice provides SNRHA with the option of determining annual income based on past actual income received or earned within the last 12 months.

For the purpose of verifying income reported in HUD's Enterprise Income Verification (EIV) system, the SNRHA may choose to use actual past income by utilizing the most recent 12 months of income information available in EIV. Because this EIV report will give actual earnings data verified by a third party, the program participant will no longer be required to provide third party documentation (e.g., paystubs, payroll summary report, unemployment monetary benefit notice).

If there has been a change in circumstances for a tenant, or a tenant disputes the EIV reported income information and is unable to provide acceptable documentation to resolve the dispute, the SNRHA must request written third-party verification.

For example, if a program participant lost his/her job, changed jobs, or reduced their hours in the months subsequent to the time period covered in EIV, the SNRHA must use, at the participant's request, the more recent income information verified by participant provided third-party documentation (e.g., paystubs, payroll summary report, unemployment monetary benefit notice) or through written third-party verification, which reflects the new or current work circumstance.

SNRHA must continue to verify income from sources not available in EIV. However, SNRHA must use the same time period for both wage and non-wage income. For example, if SNRHA uses EIV information from July 2011 to June 2012 for the purpose of verifying income from wages, the SNRHA must use the same time period for any non-wage income. This method may only be used if the SNRHA is able to align other non-wage income source dates with EIV.

Allow households to self-certify as to having assets of less than \$5,000.

Tenants with assets below \$5,000 typically generate minimal income from these assets which results in small changes to tenant rental payments. However, SNRHA spend significant time verifying such assets which strains SNRHA budgets, and leads to increased staff errors. The notice has made provisions intended to simplify the requirements associated with determining a participant's annual income (24 CFR 5.609(b)(3), 982.516(a)(2)(ii), 960.259(c)).

Families with assets are required to report all assets annually. The amount of interest earned on those assets is included as income used to calculate the tenant's rent obligation. Currently, where the family has net family assets in excess of \$5,000, annual income includes the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate.



This Notice allows a SNRHA to accept a family's declaration of the amount of assets of less than \$5,000, and the amount of income expected to be received from those assets. The SNRHA's application and reexamination documentation, which is signed by all adult family members, can serve as the declaration. Where the family has net family assets equal to or less than \$5000, the SNRHA does not need to request supporting documentation (e.g. bank statements) from the family to confirm the assets or the amount of income expected to be received from those assets. Where the family has net family assets in excess of \$5000, the SNRHA must obtain supporting documentation (e.g. bank statements) from the family to confirm the assets. Any assets will continue to be reported on HUD Form 50058.

Allow optional streamlined annual reexaminations for elderly families and disabled families on fixed incomes.

SNRHA is statutorily required to verify income and calculate rent annually, including for elderly and disabled families on fixed incomes. The notice states that the requirement to undertake the complete process for income verification and rent determination for families on fixed incomes is not necessary given the infrequency of changes to their incomes. Further, this requirement requires considerable staff time and SNRHA resources. The notice provides simplification of the requirements associated with determining the annual income of participants on fixed incomes (24 CFR 982.516, 960.257).

SNRHA will conduct a streamlined reexamination of income for elderly families and disabled families when 100 percent of the family's income consists of fixed income. In a streamlined reexamination, SNRHA will recalculate family incomes by applying any published cost of living adjustments to the previously verified income amount.

For purposes of this process, the term 'fixed income' includes income from:

1. Social Security payments to include Supplemental Security Income (SSI) and Supplemental Security Disability Insurance (SSDI);
2. Federal, State, local, and private pension plans; and
3. Other periodic payments received from annuities, insurance policies, retirement funds, disability or death benefits, and other similar types of periodic receipts that are of substantially the same amounts from year to year.

7-I.C. UP-FRONT INCOME VERIFICATION (UIV)

HUD strongly recommends the use of up-front income verification (UIV). UIV is "the verification of income, before or during a family reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a large number of individuals" [VG, p. 7]. UIV includes the HUD EIV system and other upfront verification tools such as the Work Number.

HUD allows SNRHA to use the EIV information in conjunction with family-provided



documents to anticipate income.

SNRHA Policy

The SNRHA will inform all applicants and participants of its use of the following UIV resources during the admission and reexamination process:

HUD's Enterprise Income Verification System

(EIV)

The SNRHA must restrict access to and safeguard UIV data in accordance with HUD guidance on security procedures, as issued and made available by HUD.

There may be legitimate differences between the information provided by the family and EIV-generated information. No adverse action can be taken against a family until the SNRHA has independently verified the EIV information and the family has been granted an opportunity to contest any adverse findings through the informal review/hearing process of the SNRHA.

Use of HUD's Enterprise Income Verification (EIV) System

HUD's EIV system contains data showing earned income, unemployment benefits, Social Security and SSI benefits for participant families. HUD requires the SNRHA to use the EIV system when available. The following policies will apply when the SNRHA has access to HUD's EIV system.

The EIV system contains two main components: tenant income data reports and "exceeds threshold" reports.

Tenant Income Data (TID) Reports (EIV)

The data shown on TID reports is updated quarterly. Data may be between 3 and 6 months old at the time reports are generated.

SNRHA Policy

The SNRHA will obtain EIV reports for annual reexaminations on a monthly basis. SNRHA shall also obtain EIV reports for interims. Reports will be generated as part of the regular reexamination process.

EIV reports will be compared to family-provided information as part of the annual reexamination process. EIV reports may also be used to meet the regulatory requirement for third party verification, as described above. Policies for resolving discrepancies between EIV reports and family-provided information will be resolved as described in Chapter 5.I.D. and in this chapter.

EIV reports will be retained in participant's files with the applicable annual or interim reexamination documents.

When the SNRHA determines through EIV reports and third party verification that a family has concealed or under-reported income, corrective action will be taken pursuant to the policies in the Chapter Program Integrity.



Income Discrepancy Resolution

The SNRHA shall reconcile income discrepancies.

SNRHA Policy

The SNRHA shall proceed as follows:

- SNRHA shall identify underreported income and/or unreported income sources; No adverse action may be taken based **solely** on EIV data. In order to protect any individual whose records are being used in a matching program, no recipient agency, non-Federal agency, or source agency may suspend, terminate, reduce or make a final denial of any financial assistance or payment under a Federal Benefit program to such individual, as a result of information produced by such matching program, until the agency has independently verified the information;
- Review current and historical 50058s;
- Verify effective dates of new and terminated income sources; Discuss the income discrepancy with the tenant;
- View past and current interim and annual recertification documents in the tenant's file;
- Obtain additional documents from the tenant and/or third party (if necessary);
- Obtain Social Security Earnings Statement (SSA Form 7004) for historical wage earnings (Form available on HUD's website) for retroactive rent calculations.

EIV Identity Verification

The EIV system verifies tenant identities against SSA records. These records are compared to PIC data for a match on Social Security number, name, and date of birth.

When identity verification for a participant fails, a message will be displayed within the EIV system and no income information will be displayed.

SNRHA Policy

The SNRHA will identify participants whose identity verification has failed as part of the annual reexamination process.

The SNRHA will attempt to resolve PIC/SSA discrepancies by reviewing file documents. When the SNRHA determines that discrepancies exist due to SNRHA errors such as spelling errors or incorrect birth dates, the errors will be corrected promptly and correction transmitted to HUD.

7-I.D. THIRD-PARTY WRITTEN AND ORAL VERIFICATION

Reasonable Effort and Timing



Unless third-party verification is not required as described herein, HUD requires the SNRHA to make an attempt to obtain third-party verification before using another form of verification [VG, p. 15].

SNRHA Policy

The SNRHA will diligently seek third-party verification using the chart above as guideline for order of verifications. If written 3rd party is required and is not received or available by the client, after 10 calendar days, staff will then attempt an oral verification if the written third party is not received. File narratives shall be documented whenever UIV or third party written is not used. Information received orally from third parties may be used either to clarify information provided in writing by the third party or as independent verification when written third-party verification is not received in a timely fashion.

The SNRHA may mail, fax, or e-mail third-party written verification requests and will accept third-party responses using any of these methods. The SNRHA will send a written request for verification to each required source within 5 business days of securing a family's authorization for the release of the information and give the source 10 calendar days to respond in writing. If a response has not been received by the 11th business day, the SNRHA will request third-party oral verification.

The SNRHA will make a minimum of two attempts, (one written and one oral, if needed) to obtain third-party verification. A record of each attempt to contact the third-party source (including no-answer calls) and all contacts with the source will be documented in the file. Regarding third-party oral verification, SNRHA staff will record in the family's file the name and title of the person contacted, the date of the conversation (or attempt), the telephone number used, and the facts provided.

When any source responds verbally to the initial written request for verification the SNRHA will accept the verbal response as oral verification but will also request that the source complete and return any verification forms that were provided.

Third-Party Written Verification

Third-party verification is used to verify information directly with the source. Third-party written verification forms will be sent and returned via first class mail or fax. The family will be required to sign an authorization for the information source to release the specified information.

Verifications received electronically directly from the source as well as items as noted above in the Chart(Including those provided directly from a clients) are considered third party written verifications.

SNRHA Policy

The SNRHA will accept verifications in the form of computerized printouts, showing payments, faxed, mailed or received via upfront verification systems



directly from the following agencies:

- Social Security Administration -
- EIV Veterans Administration
- Welfare Assistance
- Unemployment Compensation Board
- City or County Courts
- Other State and Federal Offices, including HUD

The SNRHA will use computer printouts as well as other acceptable forms of third party verification that do not appear as altered and are on a business or other entity's letterhead, received directly from the family for calculation family's income. Staff must attempt

third party verification when EIV nor family provided acceptable documentation is not available. If no response, then staff must attempt oral verifications and must document on the file narrative why third party was not used and complete an oral verification form. If the family disputes the information provided by the third party, the staff is to seek further clarification by phone with the third party. The information provided by the 3rd party is to prevail.

Third-Party Oral Verification

SNRHA Policy

Oral third-party verification will be used when written third-party verification is delayed; not returned within 10 calendar days or not possible. When third-party oral verification is used, staff will be required to complete an Oral Verification/Review of Documents form, noting with whom they spoke, the date of the conversation, and the facts provided. If oral third party verification is not available, the SNRHA will document the file narrative and utilize documents provided by the participant. If the oral is provided by telephone, the SNRHA must originate the call.

Review of Documents

SNRHA Policy

In the event that third-party written is not returned within 10 calendar days or oral verification is unavailable, or the information has not been verified by the third party within 10 calendar days, the SNRHA will notate the file narrative accordingly; ensure copies of documents requiring the third party verification are in file. Oral third party verification should be attempted prior to utilizing documents provided by the family as the primary source if the documents provide complete information and the file narrative must be documented.

All such documents, excluding government checks, will be photocopied and retained in the applicant file. In cases where documents are viewed which cannot be photocopied,



staff viewing the document(s) will complete an Oral Verification/Review of Documents form.

The SNRHA will accept the following documents from the family provided that the document is such that tampering would be easily noted:

- Printed wage stubs
- Computer printouts from the employer
- Employer's letters and wage printouts
- Bank Statements
- Award Letters
- Pension Letters
- Signed letters (provided that the information is confirmed by phone)
- Other documents noted in this Chapter as acceptable verification

Although these documents will be accepted, the SNRHA will also mail third party verifications to the source; attempt upfront verification and use these documents only after there has been no response to the third party verification method.

The SNRHA will accept faxed documents.

The SNRHA will accept mail from the third party source.

The SNRHA will accept hand carried documents from clients as long as they do not appear as altered and provide required documentation regarding wages.

The SNRHA will not accept photocopies.

If third-party verification is received after documents have been accepted as provisional verification, and there is a discrepancy, the SNRHA will attempt to contact the verification provider by telephone to resolve the discrepancy. If the attempt to resolve the discrepancy by telephone is unsuccessful, the SNRHA will use the third party verification.

The SNRHA will not delay the processing of an application beyond 30 calendar days, except due to screening for criminal history, because a third party information provider does not return the verification in a timely manner. The next steps in the verification process shall be attempted after 10 calendar days, unless the family has been given an extension.

Self-Certification/Self-Declaration

When verification cannot be made by third-party verification, including oral verification or review of documents, families will be required to submit a self-certification.

SNRHA Policy

Self-certification means a statement under penalty of perjury, and the signature must be witnessed by SNRHA staff.



When Third-Party Information is Late

When third-party verification has been requested and the timeframes for submission have been exceeded, the SNRHA will use the information from documents on a provisional basis.

SNRHA Policy

If the SNRHA later receives third-party verification that differs from the amounts used in income and rent determinations and it is past the deadline for processing the reexamination, the SNRHA will conduct an interim reexamination to adjust the figures used for the reexamination, regardless of the SNRHA's interim reexamination policy, if needed.

When Third-Party Verification is not Required

Primary Documents

Third-party verification is not required when legal documents are the primary source, such as a birth certificate or other legal documentation of birth and for verification of checking/saving accounts.

Certain Assets and Expenses

The SNRHA will accept a self-certification from a family as verification of assets disposed of for less than fair market value.

The SNRHA will determine that third-party verification is not available if the asset or expense involves an insignificant amount, making it not cost-effective or reasonable to obtain third-party verification .

SNRHA Policy

The SNRHA will use review of documents in lieu of requesting third-party verification when the market value of an individual asset or an expense is less than \$5,000 annually *and* the family has original documents that support the declared amount.

Certain Income, Asset and Expense Sources

The SNRHA will determine that third-party verification is not available when it is known that an income source does not have the ability to provide written or oral third-party verification. For example, the SNRHA will rely upon review of documents when the SNRHA determines that a third party's privacy rules prohibit the source from disclosing information.

SNRHA Policy

The SNRHA also will determine that third-party verification is not available when there is a service charge for verifying an asset or expense *and* the family has original documents that provide the necessary information.

If the family cannot provide original documents, the SNRHA will pay the service charge required to obtain third-party verification, unless it is not cost effective in which case a self-certification will be acceptable as the only means of verification. The



cost of verification will not be passed on to the family.

The cost of postage and envelopes to obtain third-party verification of income, assets, and expenses is not an unreasonable cost.

RELEASE OF INFORMATION

Adult family members (age 18 and older) will be required to sign the HUD 9886 Release of Information/Privacy Act form. In addition, family members will be required to sign specific authorization forms when information is needed that is not covered by the HUD form 9886, Authorization for Release of Information/Privacy Act Notice. Additional release forms as developed by SNRHA are considered required forms that all applicants and participants must sign.

Each member requested to consent to the release of specific information will be provided with appropriate forms for their review and signature.

Family refusal to cooperate with the HUD prescribed verification system will result in denial of admission or termination of assistance because it is a family obligation to supply any information and to sign consent forms requested by the SNRHA or HUD.

COMPUTER MATCHING

Where allowed by HUD and/or other State or local agencies, computer matching will be done for upfront verifications.

SNRHA Policy

The SNRHA will utilize the HUD established computer-based Tenant Eligibility Verification System (EIV) for obtaining Social Security benefits, Supplemental Security Income benefit history and tenant income discrepancy reports from the Social Security Administration. Additionally, to the extent possible, SNRHA will use the UIV systems to obtain upfront verification of wages and Child Support data systems for verification of child support when available.

When computer matching results in a discrepancy with information in the SNRHA records, the SNRHA will follow up with the family and verification sources to resolve this discrepancy. If the family has unreported or underreported income, SNRHA will follow the procedures in the Program Integrity Addendum of the Admissions and Continued Occupancy Policy.

ITEMS TO BE VERIFIED

All income not specifically excluded by the regulations.

Full-time student status including High School students who are 18 or over.

Current assets including assets disposed of for less than fair market value in preceding two years. Child care expense where it allows an adult family member to be employed, search for



employment, or to further his/her education.

Total un-reimbursed medical expenses of all family members in households whose head or spouse is elderly or disabled.

Un-reimbursed disability assistance expenses to include only those costs associated with attendant care or auxiliary apparatus for a disabled member of the family that allows an *adult* family member to be employed.

Disability for determination of preferences, allowances or deductions. Eligible immigrant status

Social Security Numbers for all family members who have been issued a social security number.

"Preference" status

Familial/Marital status when needed for head or spouse definition to determine deductions. Need for reasonable accommodations

Verification of sanctions by the Nevada Office of Human Services that TANF benefits have been reduced for either welfare fraud or failure to comply with economic self-sufficiency requirements.

SNRHA Policy

The SNRHA will obtain written verification from the welfare agency stating that the family's benefits have been reduced for fraud or noncompliance with economic self-sufficiency requirements *before* denying the family's request for rent reduction. The verification will include the amount of the sanction and the duration.

VERIFICATION GUIDANCE [24 CFR 982.516]

This section defines the methods the SNRHA will use to verify various types of income.

Employment Income

SNRHA Policy

Verification forms request the employer to specify

the: Dates of employment

Amount and frequency of pay

Date of the last pay increase

Likelihood of change of employment status and effective date of any known salary increase during the next 12 months

Year to date earnings

Estimated income from overtime, tips, bonus pay expected during next 12



months

Acceptable methods of verification include, in this order:

1. EIV with a minimum of 2 consecutive paystubs.
2. Third party written verification
Employment verification form completed by the employer
3. Oral third party
4. Review of documents
Check stubs or earning statements, which indicate the employee's gross pay, frequency of pay or year to date earnings. At least three (3) consecutive pay stubs are required when third party verification cannot be obtained.
5. W-2 forms and IRS Form 4506-T release
6. Self-certifications may be used for verifying self-employment income, or income from tips and other gratuities.

In cases where there are questions about the validity of information provided by the family, SNRHA will require the most recent federal income tax statements to be obtained via use of IRS Form 4506-T.

Social Security, Pensions, Supplementary Security Income (SSI), Disability Income

SNRHA Policy

Acceptable methods of verification include, in this order:

1. EIV
2. Benefit verification form completed by agency providing the benefits.
3. Award or benefit notification letters prepared and signed by the providing agency that is no more than 60 days old.

Unemployment Compensation

SNRHA Policy

Acceptable methods of verification include, in this order:

1. EIV
2. Verification form completed by the unemployment compensation agency.
3. Computer report electronically obtained or in hard copy, from unemployment office stating payment dates and amounts.
4. Payment stubs

Welfare Payments or General Assistance

SNRHA Policy



Acceptable methods of verification include, in this order:

1. Written statement from payment provider indicating the amount of grant/payment, start date of payments, family members, and anticipated changes in payment in the next 12 months.
2. Computer-generated Notice of Action.

Alimony or Child Support Payments

SNRHA Policy

Acceptable methods of verification include, in this order:

1. Print out received via 3rd party verification from the DA's office.
2. Copy of a separation or settlement agreement or a divorce decree stating amount and type of support and payment schedules.
3. A third party verification form completed by the person paying the support.
4. A letter from the person paying the support.
5. Copy of latest check and/or payment stubs from Court Trustee. SNRHA must record the date, amount, and number of the check if not photocopied.
6. Family's self-certification of amount received and of the likelihood of support payments being received in the future, or that support payments are not being received.

If payments are irregular, the family must provide:

A statement from the agency responsible for enforcing payments to show that the family has filed for enforcement.

A self-certification from the family indicating the amount(s) received.

A welfare notice of action showing amounts received by the DA –Child Support Division.

A written statement from an attorney certifying that a collection or enforcement action has been filed.

Net Income from a Business

SNRHA Policy

In order to verify the net income from a business, SNRHA will view IRS and financial documents from prior years and use this information to anticipate the income for the next 12 months.

Acceptable methods of verification include:

1. IRS Form 1040, including: Schedule C
(Small Business) Schedule E



(Rental Property Income)

Schedule F (Farm Income)

If accelerated depreciation was used on the tax return or financial statement, an accountant's calculation of depreciation expense, computed using straight-line depreciation rules.

2. Audited or unaudited financial statement(s) of the business.
3. Credit report or loan application.
4. Documents such as manifests, appointment books, cash books, bank statements, and receipts will be used as a guide for the prior six months (or lesser period if not in business for six months) to project income for the next 12 months. The family will be advised to maintain these documents in the future if they are not available.
5. Family's self-certification as to net income realized from the business during previous years.

Child Care Business

SNRHA Policy

The childcare provider must be 18 years of age or older.

If an applicant/participant is operating a licensed day care business, income will be verified as with any other business.

If the applicant/participant is operating a "cash and carry" operation (which may or may not be licensed), the SNRHA will require that the applicant/participant complete a form for each customer which indicates: name of person(s) whose child (children) is/are being cared for, phone number, number of hours child is being cared for, method of payment (check/cash), amount paid, and signature of person.

If the family has filed a tax return, the family will be required to provide it via Form IRS 4506-T.

If childcare services were terminated, a third-party verification will be sent to the parent whose child was cared for.

Recurring Gifts

SNRHA Policy

The family must furnish a self-certification, which contains the following information: The person who provides the gifts

The value of the gifts

The regularity (dates) of the gifts

The purpose of the gifts

SNRHA shall send out verifications to the donors.



Full-time Student Status

Only the first \$480 of the earned income of full time students, other than head, co-head, or spouse, will be counted towards family income.

Financial aid, scholarships and grants received by students is not counted towards family income.

SNRHA Policy

Verification of full time student status includes:

Written verification from the registrar's office or other school official.

School records indicating enrollment for sufficient number of credits to be considered a full-time student by the educational institution. (State of Nevada: 12 credits)

VERIFICATION OF ASSETS

Family Assets

The SNRHA will require the information necessary to determine the current cash value of the family's assets, (the net amount the family would receive if the asset were converted to cash).

SNRHA Policy

Acceptable verification may include any of the following:

Verification forms, letters, or documents from a financial institution or broker. Passbooks, checking account statements, certificates of deposit, bonds, or financial statements completed by a financial institution or broker.

Quotes from a stock broker or realty agent as to net amount family would receive if they liquidated securities or real estate.

Real estate taxes statements if the approximate current market value can be reduced from assessment.

Financial statements for business assets.

Copies of closing documents showing the selling price and the distribution of the sales proceeds.

Appraisals of personal property held as an investment.

Family's self-certification describing assets or cash held at the family's home or in safe deposit boxes.

Assets Disposed of for Less than Fair Market Value (FMV) During Two Years Preceding Effective Date of Certification or Recertification

SNRHA Policy



For all certifications and re-certifications, the SNRHA will obtain the Family's certification as to whether any member has disposed of assets for less than fair market value during the two years preceding the effective date of the certification or recertification.

If the family certifies that they have disposed of assets for less than fair market value, verification is required that shows: (a) all assets disposed of for less than FMV, (b) the date they were disposed of, (c) the amount the family received, and (d) the market value of the assets at the time of disposition. Third party verification will be obtained wherever possible. Family certification will be accepted if no other verification is possible.

VERIFICATION OF ALLOWABLE DEDUCTIONS FROM INCOME [24 CFR 982.516]

Medical Expenses

SNRHA Policy

Eligible families who claim medical expenses will be required to submit a certification as to whether or not any expense payments have been, or will be, reimbursed by an outside source. All expense claims will be verified by one or more of the methods listed below **(Credit Card Statements will not be accepted as proof of payment of expenses)**:

Written verification by an eye doctor, optician, otolaryngologist, hearing aide provider, or other medical practitioner or provider of medical equipment of (a) the anticipated medical costs to be incurred by the family and regular payments due on medical bills; and (b) extent to which those expenses will be reimbursed by insurance or a government agency.

Written verification from a medical lab, provider of oxygen, blood products, or other specialized medical supplies of (a) the anticipated medical costs to be incurred by the family and regular payments will be reimbursed by insurance or a government agency.

Written verification from the provider of medical equipment such as hospital bed, scooter, wheelchair, commode, artificial limbs, etc. of (a) the anticipated medical costs to be incurred by the family and regular payments due on medical bills; and (b) extent to which those expenses will be reimbursed by insurance or a government agency.

Written confirmation from the Social Security Administration of Medicare premiums to be paid by the family over the next 12 months. A computer printout will be accepted.

For attendant care paid to an individual:

A reliable, knowledgeable professional's certification that the assistance of an attendant is necessary as a medical expense and a projection of the



number of hours the care is needed for calculation purposes.

Attendant's written confirmation of hours of care provided and amount and frequency of payments received from the family or agency (or copies of canceled checks the family used to make those payments) or stubs from the agency providing the services.

Receipts, canceled checks, or pay stubs that verify medical costs and insurance expenses likely to be incurred in the next 12 months.

Copies of payment agreements or most recent invoice that verify payments made on outstanding attendant care bills that will continue over all or part of the next 12 months.

Receipts or other record of attendant care expenses incurred during the past 12 months that can be used to anticipate future attendant care expenses.

The SNRHA will use mileage at the IRS rate, or cab, bus fare, or other public transportation cost for verification of the cost of transportation directly related to medical treatment.

Assistance to Persons with Disabilities

In All Cases:

SNRHA Policy

Written certification from a reliable, knowledgeable professional that the person with disabilities requires the services of an attendant and/or the use of auxiliary apparatus to permit him/her to be employed or to function sufficiently independently to enable another family member to be employed.

Family's certification as to whether they receive reimbursement for any of the expenses of disability assistance and the amount of any reimbursement received.

Attendant Care:

Attendant's written certification of amount received from the family, frequency of receipt, and hours of care provided.

Certification of family and attendant and/or copies of canceled checks family used to make payments.

Auxiliary Apparatus:

Receipts for purchases or proof of monthly payments and maintenance expenses for auxiliary apparatus.

In the case where the person with disabilities is employed, a statement from the employer that the auxiliary apparatus is necessary for employment.

Live-In Aide



SNRHA Policy

When a participant requires a live-in aide, the SNRHA shall submit their signed reasonable accommodation request form to the medical professional noted on their request for third party verification of the need. Once approved by the 504 officer, the participant shall have 30 days to submit the name of the live-in aide and schedule them to come in for screening. The unit size shall NOT be increased until such time as SNRHA staff has completed their screening of the Live-In Aide in compliance with SNRHA guidance. The participant shall be allowed to submit another name for a live-in aide if the first does not pass the screening process but must submit this name within 14 calendar days of the denial notice.

The approved unit size would be adjusted, if required to accommodate a room for the live –in aide. Each year the SNRHA at annual recertification time shall re-verify the need for a live-in aide.

VERIFYING NON-FINANCIAL FACTORS [24 CFR 982.153(b) (15)]

Verification of Legal Identity

In order to prevent program abuse, the SNRHA will require applicants/residents to furnish verification of legal identity for all adult family members.

SNRHA Policy

The documents listed below will be considered acceptable verification of legal identity for adults, as long as they include a picture of the individual. If a document submitted by a family is illegible or otherwise questionable, more than one of these documents may be required.

Driver's license

U.S. passport

Department of Motor Vehicles Identification Card

Validated Sheriff Card

Military Identification

DMV Instructional ID

Clark County Heath Card with valid photo ID Veteran's ID with photo

Certificate of Birth, naturalization papers

An original Certificate of Birth is required for all minors. Other documents considered acceptable for the verification of legal identity for minors may be one or more of the following:

Adoption papers



Custody agreement

School records

Hospital Birth Certifications

Passport

Health and Human Services ID (foster children; adopted Children) I-94

Verification of Marital Status (for purposes of meeting Spouse definition and determining the eligibility of counting income of absence spouse)

SNRHA Policy

Verification of divorce status will be a certified copy of the divorce decree, signed by a Court Officer.

Verification of a separation may be a copy of court-ordered maintenance or other records. A marriage certificate generally is required to verify that a couple is married. In the case of a common law marriage, the couple must demonstrate that they hold themselves to be married (e.g., by telling the community they are married, calling each other husband and wife, using the same last name, filing joint income tax returns).

Familial Relationships

SNRHA Policy

Verification of guardianship is:

Court-ordered assignment

Verification from social services agency

SNRHA Self-certification of temporary guardianship or appointment

In each case above (except court assignment), SNRHA must receive a court awarded guardianship or custody documents within 365 calendar days or head of household must resign SNRHA's documents and submit required supporting documents. Failure shall result in subsidy standard being decreased; and allowance decreased. Any income still coming into the household on behalf of the child would be counted.

Other family relationships will be verified through birth certificates or other relevant documents.

Verification of Permanent Absence of Family Member

If an adult member who was formerly a member of the household or was never reported and identified by staff as being a spouse and is reported permanently absent by the family, the SNRHA will consider any of the following as verification:

- Husband or wife institutes divorce action
- Husband or wife institutes legal separation.



- Order of protection/restraining order obtained by one family member against another.

Verification of Change in Family Composition

The SNRHA may verify changes in family composition (either reported or unreported) through one or more of the following actions: letters, telephone calls, utility records, inspections, landlords, neighbors, credit data, school or DMV records, and other sources.

Verification of Citizenship/Eligible Immigrant Status [24 CFR 5.508, 5.510, 5.512, 5.514]

To be eligible for assistance, individuals must be U.S. citizens or eligible immigrants.

Individuals who are neither may elect not to contend their status. Eligible immigrants must fall into one of the categories specified by the regulations and must have their status verified by Immigration and Naturalization Service (INS). Each family member must declare their status once. Assistance cannot be delayed, denied, or terminated while verification of status is pending except that assistance to applicants may be delayed while the SNRHA hearing is pending.

Citizens or Nationals of the United States are required to sign a declaration under penalty of perjury, the Declaration 214 Form, noting that they are a citizen or national.

Eligible Immigrants who were Participants and 62 or over on June 19, 1995, are required to sign a declaration of eligible immigration status (Declaration 214 Form) and provide proof of age.

Non-citizens with eligible immigration status must sign a declaration of status (Declaration 214 Form) and verification consent form and provide their original immigration documents which are copied front and back and returned to the family. The SNRHA verifies the status through the INS SAVE system. If this primary verification fails to verify status, the SNRHA must request within ten days that the INS conduct a manual search.

Ineligible family members who do not claim to be citizens or eligible immigrants must be listed on a statement of ineligible family members signed by the head of household or spouse.

Non-citizen students on student visas are ineligible members even though they are in the country lawfully. They must provide their student visa but their status will not be verified and they do not sign a declaration but are listed on the statement of ineligible members.

Failure to Provide. If an applicant or participant family member fails to sign required declarations and consent forms or provide documents, as required, they must be listed as an ineligible member. If the entire family fails to provide and sign as required, the family may be denied or terminated for failure to provide required information.

Additionally, SNRHA must terminate assistance for at least 24 months if it determines that a family has knowingly permitted an ineligible person to live in the assisted unit without informing the SNRHA.

Time of Verification

For applicants, verification of U.S. citizenship/eligible immigrant status occurs at the same



time as verification of other factors of eligibility for final eligibility determination.

The SNRHA will not provide assistance to any family prior to the affirmative establishment and verification of the eligibility of the individual or at least one member of the family.

For family members added after other members have been verified, the verification occurs upon approval of additional person by the SNRHA.

Once verification has been completed for any covered program, it shall be verified annually unless their eligibility immigration status changes to permanent resident. In the case of port-in families, if the initial PHA does not supply the documents, the SNRHA must conduct the determination and/or when the SNRHA notes a Resident Alien Card with an expiring date or no date of expiration.

Acceptable Documents of Eligible Immigration

The regulations stipulate that only the following documents are acceptable unless changes are published in the Federal Register.

- Resident Alien Card (I-551)
- Alien Registration Receipt Card (I-151)
- Arrival-Departure Record (I-94)
- Temporary Resident Card (I-688)
- Employment Authorization Card (I-688B)
- Receipt issued by the INS for issuance of replacement of any of the above documents that shows individual's entitlement has been verified

A birth certificate is not acceptable verification of status. All documents in connection with U.S. citizenship/eligible immigrant status must be kept five years.

SNRHA Policy

SNRHA will recertify eligible immigration status one year prior to expiration date of the following documents:

- Resident Alien Card (I-551)
- Alien Registration Receipt Card (I-151)
- Arrival-Departure Record (I-94)
- Temporary Resident Card (I-688)

Medical Need for Larger Unit

SNRHA Policy

A written certification that a larger unit is necessary must be obtained from a reliable, knowledgeable professional as a reasonable accommodation for a disabled family member. At each Annual Inspection, staff will verify that the additional room is still being used for medical equipment. When this is not the case, the unit size be decreased in compliance with SNRHA guidance.



When Third-Party Verification is Not Required

Primary Documents

Third-party verification is not required when legal documents are the primary source, such as a birth certificate or other legal documentation of birth.

Certain Assets and Expenses

SNRHA Policy

The SNRHA will accept a self-certification from a family as verification of assets disposed of for less than fair market value.

The SNRHA will determine that third-party verification is not available, if the asset or expense involves an insignificant amount, making it not cost-effective or reasonable to obtain third-party verification,

SNRHA Policy

The SNRHA will use review of documents in lieu of requesting third-party verification when the market value of an individual asset or an expense is less than \$5,000 annually *and* the family has original documents that support the declared amount.

Certain Income, Asset and Expense Sources

The SNRHA will determine that third-party verification is not available when it is known that an income source does not have the ability to provide written or oral third-party verification. For example, the SNRHA will rely upon review of documents when the SNRHA determines that a third party's privacy rules prohibit the source from disclosing information.

SNRHA Policy

The SNRHA also will determine that third-party verification is not available when there is a service charge for verifying an asset or expense *and* the family has original documents that provide the necessary information.

The SNRHA will document in the family file the reason that the third-party verification was not available and will place a photocopy of the original document(s) in the family file.

If the family cannot provide original documents, the SNRHA will pay the service charge required to obtain third-party verification, unless it is not cost effective in which case a self-certification will be acceptable as the only means of verification. The cost of verification will not be passed on to the family.

The cost of postage and envelopes to obtain third-party verification of income, assets, and expenses is not an unreasonable cost.



7-I.E. REVIEW OF DOCUMENTS

Using Review of Documents as Verification

SNRHA Policy

If the SNRHA has determined that third-party verification is not available or not required, the SNRHA will use documents provided by the family as verification.

The SNRHA may also review documents when necessary to help clarify information provided by third parties. In such cases the SNRHA will document in the file how the SNRHA arrived at a final conclusion about the income or expense to include in its calculations.

7-I.F. SELF-CERTIFICATION

SNRHA Policy

When information cannot be verified by a third party or by review of documents, family members will be required to submit self-certifications attesting to the accuracy of the information they have provided to the SNRHA.

The SNRHA may require a family to certify that a family member does not receive a particular type of income or benefit.

The self-certification must be made in a format acceptable to the SNRHA and must be signed by the family member whose information or status is being verified. All self-certifications must be signed in the presence of a SNRHA representative or SNRHA notary public. The cost shall not be passed on to the client.

PART II: VERIFYING FAMILY INFORMATION

7-II.A. VERIFICATION OF LEGAL IDENTITY

SNRHA Policy

The SNRHA will require families to furnish verification of legal identity for each household member.

| Verification of Legal Identity for Adults | Verification of Legal Identity for Children |
|---|---|
| Driver's license U.S. passport. Department of Motor Vehicles Identification Card Validated Sheriff Card Military ID DMV Instructional ID Clark County Heath Card with valid photo ID | Certificate of birth Adoption papers Custody agreement School records Hospital Birth Certifications Passport Health and Human Services ID (foster children; adopted children) |



| | |
|--|------|
| Veteran's ID with photo Certificate of Birth Naturalization papers | I-94 |
|--|------|

If a document submitted by a family is illegible or otherwise questionable, more than one of these documents may be required.

7-II.B. SOCIAL SECURITY NUMBERS [24 CFR 5.216 , 5.218 and 5.233]

Every family member must provide documentation of a valid social security number (SSN) unless they are a non-citizen or non-eligible immigrant.

SNRHA Policy

The SNRHA will request to copy the family member's social security card.

If the social security card is not available, SNRHA will instruct the family to obtain a duplicate card from the local social Security Administration (SSA) office, but will complete the action by accepting the following documents as evidence if the SSN is provided on the document:

- Benefit award letters from a government agency; retirement benefit letters; life insurance policies.
- Any document issued by the Social Security Administration that clearly lists the family member's social security number and name.
- For individuals who are at least 62 years of age and are unable to submit the required documentation of their SSN within the initial 60-day period, the SNRHA will grant an additional 60 calendar days to provide documentation.

Social security numbers must be verified only once during continuously-assisted occupancy. If any family member obtains an SSN after admission to the program, the new SSN must be disclosed within 30 days.

The social security numbers of non-household members, such as live-in aids, must be verified for the purpose of conducting criminal background checks.

Names on verifications of Legal Identity and Social Security Number must match.

7-II.C. FAMILY RELATIONSHIPS

Applicants and program participants are required to identify the relationship of each household member to the head of household. If an applicant list themselves as married and no not list a spouse, they will still be required to submit a separation or divorce degree. Definitions of the primary household relationships are provided in the Eligibility chapter.

SNRHA Policy

Other family relationships will be verified through birth certificates or other relevant documents.



Marriage

SNRHA Policy

A marriage certificate generally is required to verify that a couple is married.

In the case of a common law marriage, the couple must demonstrate that they hold themselves to be married (e.g., by telling the community they are married, calling each other husband and wife, using the same last name, filing joint income tax returns).

Separation or Divorce

SNRHA Policy

The SNRHA will require the family to document the divorce, or separation.

A certified copy of a divorce decree, signed by a court officer, is required to document that a couple is divorced.

A copy of a court-ordered maintenance or other court record is required to document a separation.

Absence of Adult Member

SNRHA Policy

The SNRHA will consider any of the following as

verification: Husband or wife institutes divorce action

Husband or wife institutes legal separation.

Order of protection/restraining order obtained by one family member against another.

If an applicant list themselves as married, but does not list a spouse name, they will still be required to provide a separation document or divorce decree.

If no such documentation is available, the applicant may complete SNRHA's Marital Separation form, which will required above documentation to be provided within 365 days of the date the form is submitted.

Foster Children and Foster Adults

SNRHA Policy

Third-party verification from the state or local government agency responsible for the placement of the individual with the family is required.

7-II.D. DOCUMENTATION OF AGE

A birth certificate or other official record of birth is the preferred form of age verification for all family members. For elderly family members an original document that provides evidence of the receipt of social security retirement benefits is acceptable.



SNRHA Policy

If an official record of birth or evidence of social security retirement benefits cannot be provided, the SNRHA will require the family to submit other documents that support the reported age of the family member (e.g., school records, driver's license if birth year is recorded) and to provide a self-certification.

Age must be verified only once during continuously-assisted occupancy.

7-II.E. VERIFICATION OF STUDENT

STATUS General Requirements

SNRHA Policy

The SNRHA requires families to provide information about the student status of all students who are 18 years of age or older. This information will be verified only if:

The family reports full-time student status for an adult other than the head, spouse, or co-head.

The family reports child care expenses to enable a family member to further his or her education.

The family includes a student enrolled in an *institution of higher education*.

The family claims an income exclusion because the student is receiving earned income and only the first \$480 is included as income.

Restrictions on Assistance to Students Enrolled in Institutions of Higher Education

This section applies only to students who are seeking assistance on their own, separately from their parents. It does not apply to students residing with parents who are seeking or receiving PH assistance.

SNRHA Policy

In accordance with the verification hierarchy described in Section 6-1.B, the SNRHA will determine whether the student is exempt from the restrictions in 24 CFR 5.612 by verifying any one of the following exemption criteria:

The student is enrolled at an educational institution that does not meet the definition of *institution of higher education* in the Higher Education Act of 1965 (see Section Exhibit 3-2).

The student is at least 24 years old.

The student is a veteran, as defined in Chapter 2

The student is married.

The student has at least one dependent child, as defined in Section 2.

If the SNRHA cannot verify at least one of these exemption criteria, the SNRHA will conclude that the student is subject to the restrictions on assistance at 24 CFR 5.612.



In addition to verifying the student's income eligibility, the SNRHA will then proceed to verify either the student's parents' income eligibility or the student's independence from his/her parents (see below).

Independent Student

SNRHA Policy

The SNRHA will verify a student's independence from his/her parents to determine that the student's parents' income is not relevant for determining the student's eligibility by doing all of the following:

Either reviewing and verifying previous address information to determine whether the student has established a household separate from his/her parents for at least one year or reviewing and verifying documentation relevant to determining whether the student meets the U.S. Department of Education's definition of *independent student*.

Reviewing prior year income tax returns to verify whether a parent has claimed the student as a dependent

Requesting and obtaining written certification directly from the student's parents identifying the amount of support they will be providing to the student, even if the amount of support is \$0.

7-II.F. DOCUMENTATION OF DISABILITY

The SNRHA must verify the existence of a disability in order to allow certain income disallowances and deductions from income. The SNRHA is not permitted to inquire about the nature or extent of a person's disability [24 CFR 100.202(c)]. The SNRHA may not inquire about a person's diagnosis or details of treatment for a disability or medical condition. If the SNRHA receives a verification document that provides such information, the PHA will not place this information in the tenant file. Under no circumstances will the PHA request a participant's medical record(s). For more information on health care privacy laws, see the Department of Health and Human Services' website at www.os.dhhs.gov.

The above cited regulation does not prohibit the following inquiries, provided these inquiries are made of all applicants, whether or not they are persons with disabilities:

- Inquiry into an applicant's ability to meet the requirements of ownership or tenancy
- Inquiry to determine whether an applicant is qualified for a dwelling available only to persons with disabilities or to persons with a particular type of disability
- Inquiry to determine whether an applicant for a dwelling is qualified for a priority available to persons with disabilities or to persons with a particular type of disability
- Inquiring whether an applicant for a dwelling is a current illegal abuser or addict of a controlled substance
- Inquiring whether an applicant has been convicted of the illegal manufacture or distribution of a controlled substance



Family Members Receiving SSA Disability Benefits

Verification of the receipt of disability benefits from the Social Security Administration (SSA) is sufficient verification of disability for the purpose of qualifying for waiting list preferences (if applicable) or certain income disallowances and deductions.

SNRHA Policy

For family members claiming disability who receive disability benefits from the SSA, the SNRHA will attempt to obtain information about disability benefits through the HUD Enterprise Income Verification (EIV) system when it is available. If documentation from HUD's EIV System is not available, the SNRHA will request a current (dated within the last 60 days) SSA benefit verification letter from each family member claiming disability status. If the family is unable to provide the document(s), the SNRHA will ask the family to request a benefit verification letter by either calling SSA at 1-800-772-1213, or by requesting it from www.ssa.gov. Once the applicant or participant receives the benefit verification letter they will be required to provide it to the SNRHA.

Family Members Not Receiving SSA Disability Benefits

Receipt of veteran's disability benefits, worker's compensation, or other non-SSA benefits based on the individual's claimed disability are not sufficient verification that the individual meets HUD's definition of disability in 24 CFR 5.603.

SNRHA Policy

For family members claiming disability who do not receive disability benefits from the SSA, a knowledgeable professional must provide third-party verification that the family member meets the HUD definition of disability. See the Eligibility chapter for the HUD definition of disability. The knowledgeable professional will verify whether the family member does or does not meet the HUD definition.

PART III: VERIFYING INCOME AND ASSETS

Chapter 5, Part I of this plan describes in detail the types of income that are included and excluded and how assets and income from assets are handled. Any assets and income reported by the family must be verified. This part provides SNRHA policies that supplement the general verification procedures specified in Part I of this chapter.

7-III.A. EARNED

INCOME Wages

SNRHA Policy

Acceptable methods of verification include, in this order:

1. EIV with two consecutive current paystubs for annuals and for New Hires.
2. Acceptable 3rd Party written verification provided by the resident.



- 3 Third party written verification
Employment verification form completed by the employer
4. Oral third party -must document why other steps above where not available
5. W-2 forms and IRS Form 4506-T release
6. Self-certifications may be used for verifying self-employment income, or income from tips and other gratuities.
7. Current check stubs or earning statements, which indicate the employee's gross pay, frequency of pay or year to date earnings.

In cases where there are questions about the validity of information provided by the family, SNRHA will require the most recent federal income tax statements to be obtained via use of IRS Form 4506-T.

Tips

SNRHA Policy

Unless tip income is included in a family member's W-2 by the employer, persons who work in industries where tips are standard will be required to sign a certified estimate of tips received for the prior year and tips anticipated to be received in the coming year. Interruption of employment due to temporary leave of absence (i.e. maternity leave, short-term disability): upon verification that earnings have stopped, an interim will be conducted to remove the income. The family may be required to complete a Zero Income Questionnaire/Certification.

The family is required to report any other income received in lieu of earnings. The family will be required to report when the income starts again. At that time an interim will be conducted to add the income back into the family budget.

7-III.B. PERIODIC PAYMENTS AND PAYMENTS IN LIEU OF EARNINGS Social Security/SSI Benefits

SNRHA Policy

To verify the SS/SSI benefits of applicants, the SNRHA will request a current (dated within the last 60 days) SSA benefit verification letter from each family member that receives social security benefits. If the family is unable to provide the document(s), the PHA will ask the family to request a benefit verification letter by either calling SSA at 1- 800-772-1213, or by requesting it from www.ssa.gov. Once the applicant has received the benefit verification letter they will be required to provide it to the SNRHA.

To verify the SS/SSI benefits of participants, the SNRHA will obtain information about social security/SSI benefits through the HUD EIV System or the Tenant Assessment Subsystem (TASS). If benefit information is not available in HUD systems, the SNRHA will request a current SSA benefit verification letter from each



family member that receives social security benefits. If the family is unable to provide the document(s) the PHA will ask the family to request a benefit verification letter by either calling SSA at 1- 800-772-1213, or by requesting it from www.ssa.gov. Once the participant has received the benefit verification letter they will be required to provide it to the SNRHA.

7-III. C. ASSETS AND INCOME FROM

ASSETS

Assets Disposed of for Less than Fair Market

Value

The family must certify whether any assets have been disposed of for less than fair market value in the preceding two years. The SNRHA needs to verify only those certifications that warrant documentation.

SNRHA Policy

The SNRHA will verify the value of assets disposed of only if:

- The SNRHA does not already have a reasonable estimation of its value from previously collected information, or
- The amount reported by the family in the certification appears obviously in error. Example 1: An elderly participant reported a \$10,000 certificate of deposit at the last annual reexamination and the SNRHA verified this amount. Now the person reports that she has given this \$10,000 to her son. The SNRHA has a reasonable estimate of the value of the asset; therefore, re-verification of the value of the asset is not necessary.

Example 2: A family member has disposed of its 1/4 share of real property located in a desirable area and has valued her share at approximately \$5,000. Based upon market conditions, this declaration does not seem realistic. Therefore, the SNRHA will verify the value of this asset.

7-III.D. NET INCOME FROM RENTAL PROPERTY

SNRHA Policy

The family must provide:

A current executed lease for the property that shows the rental amount or certification from the current tenant.

A self-certification from the family members engaged in the rental of property providing an estimate of expenses for the coming year and the most recent IRS Form 1040 with Schedule E (Rental Income). If schedule E was not prepared, the SNRHA will require the family members involved in the rental of property to provide a self-certification of income and expenses for the previous year and



may request documentation to support the statement including: tax statements, insurance invoices, bills for reasonable maintenance and utilities, and bank statements or amortization schedules showing monthly interest expense.

7-III.E. RETIREMENT ACCOUNTS

SNRHA Policy

When third-party verification is not available the type of original document that will be accepted depends upon the family member's retirement status.

Before retirement, the SNRHA will accept an original document from the entity holding the account with a date that shows it is the most recently scheduled statement for the account but in no case earlier than 6 months from the effective date of the examination.

Upon retirement, the SNRHA will accept an original document from the entity holding the account that reflects any distributions of the account balance, any lump sums taken and any regular payments.

After retirement, the SNRHA will accept an original document from the entity holding the account dated no earlier than 12 months before that reflects any distributions of the account balance, any lump sums taken and any regular payments.

7-III.F. INCOME FROM EXCLUDED SOURCES

The SNRHA must obtain verification for income exclusions only if, without verification, the SNRHA would not be able to determine whether the income is to be excluded. For example: If a family's 16 year old has a job at a fast food restaurant, the SNRHA will confirm that SNRHA records verify the child's age but will not send a verification request to the restaurant. However, if a family claims the earned income disallowance for a source of income, both the source and the income must be verified.

SNRHA Policy

The SNRHA will reconcile differences in amounts reported by the third party and the family only when the excluded amount is used to calculate the family share (as is the case with the earned income disallowance). In all other cases, including food stamps, the SNRHA will report the amount to be excluded as indicated on documents provided by the family, including the family's written certification.

7-III.G. ZERO/EXTREMELY LOW ANNUAL INCOME STATUS

SNRHA Policy

Families claiming to have no annual income will be required to execute verification forms to determine that certain forms of income such as unemployment benefits, TANF, SSI, etc. are not being received by the household. Zero income households will be interviewed at least once every 180 days.



PART IV: VERIFYING MANDATORY DEDUCTIONS

7-IV.A. DEPENDENT AND ELDERLY/DISABLED HOUSEHOLD DEDUCTIONS

The dependent and elderly/disabled family deductions require only that the PHA verify that the family members identified as dependents or elderly/disabled persons meet the statutory definitions. No further verifications are required.

Dependent Deduction

See Chapter 6 for a full discussion of this deduction. The SNRHA must verify that:

- Any person under the age of 18 for whom the dependent deduction is claimed is not the head, spouse, or co-head of the family and is not a foster child
- Any person age 18 or older for whom the dependent deduction is claimed is not a foster adult or live-in aide, and is a person with a disability or a full time student

Elderly/Disabled Family Deduction

See Eligibility chapter for a definition of elderly and disabled families and Chapter 5 for a discussion of the deduction. The SNRHA must verify that the head, spouse, or co-head is 62 years of age or older or a person with disabilities.

7-IV.B. MEDICAL EXPENSE DEDUCTION

Policies related to medical expenses are found in Chapter 6.

Amount of Expense

SNRHA Policy

The SNRHA will provide a third-party verification form directly to the medical provider requesting the needed information.

Medical expenses will be verified through:

Third-party verification form signed by the provider, when possible

If third-party is not possible, copies of cancelled checks used to make medical expense payments and/or printouts or receipts from the source will be used. (Credit card statements will not be allowed as verification of payment of medical expenses.) In this case the SNRHA will make a best effort to determine what expenses from the past are likely to continue to occur in the future. The SNRHA will also accept evidence of monthly payments or total payments that will be due for medical expenses during the upcoming 12 months.

In addition, the SNRHA must verify that:



- The household is eligible for the deduction.
- The costs to be deducted are qualified medical expenses.
- The expenses are not paid for or reimbursed by any other source.
- Costs incurred in past years are counted only once.

Eligible Household

The medical expense deduction is permitted only for households in which the head, spouse, or co-head is at least 62, or a person with disabilities. The SNRHA must verify that the family meets the definition of an elderly or disabled family provided in the Eligibility chapter of this plan.

Qualified Expenses

To be eligible for the medical expenses deduction, the costs must qualify as medical expenses.

See Chapter 6 for the SNRHA policy on what counts as a medical expense.

Unreimbursed Expenses

To be eligible for the medical expenses deduction, the costs must not be reimbursed by another source.

SNRHA Policy

The family will be required to certify that the medical expenses are not paid or reimbursed to the family from any source.

Expenses Incurred in Past Years

SNRHA Policy

When anticipated costs are related to on-going payment of medical bills incurred in past years, the SNRHA will verify:

The anticipated repayment schedule

The amounts paid in the past, and

Whether the amounts to be repaid have been deducted from the family's annual income in past years

7-IV.C. DISABILITY ASSISTANCE EXPENSES

Policies related to disability assistance expenses are found in Chapter 6.

Amount of Expense

Attendant Care

SNRHA Policy

The SNRHA will provide a third-party verification form directly to the care provider requesting the needed information.

Expenses for attendant care will be verified through:



Third-party verification form signed by the provider, when possible.

If third-party is not possible, copies of cancelled checks used to make attendant care payments and/or receipts from care source. (Credit card statements will not be allowed as verification of payment of medical expenses.)

If third-party or document review is not possible, written family certification as to costs anticipated to be incurred for the upcoming 12 months.

Auxiliary Apparatus

SNRHA Policy

Expenses for auxiliary apparatus will be verified through:

Third-party verification of anticipated purchase costs of auxiliary apparatus. If third-party is not possible, billing statements for purchase of auxiliary apparatus, or other evidence of monthly payments or total payments that will be due for the apparatus during the upcoming 12 months.

If third-party or document review is not possible, written family certification of estimated apparatus costs for the upcoming 12 months

In addition, the SNRHA must verify that:

The family member for whom the expense is incurred is a person with disabilities

The expense permits a family member, or members, to work (see Chapter 5). The expense is not reimbursed from another source (see Chapter 5).

The expense does not exceed the amount of the earned income of the individual freed for work.

Family Member is a Person with Disabilities

To be eligible for the disability assistance expense deduction, the costs must be incurred for attendant care or auxiliary apparatus expense associated with a person with disabilities. The SNRHA will verify that the expense is incurred for a person with disabilities.

Family Member(s) Permitted to Work

The SNRHA must verify that the expenses claimed actually enable a family member, or members, (including the person with disabilities) to work.

SNRHA Policy

The SNRHA will seek third-party verification from a Rehabilitation Agency or knowledgeable medical professional indicating that the person with disabilities requires attendant care or an auxiliary apparatus to be employed, or that the attendant care or auxiliary apparatus enables another family member, or members, to work.



If third-party and document review verification has been attempted and is either unavailable or proves unsuccessful, the family must certify that the disability assistance expense frees a family member, or members (possibly including the family member receiving the assistance), to work.

Unreimbursed Expenses

To be eligible for the disability expenses deduction, the costs must not be reimbursed by another source.

SNRHA Policy

An attendant care provider will be asked to certify that, to the best of the provider's knowledge, the expenses are not paid by or reimbursed to the family from any source. The family will be required to certify that attendant care or auxiliary apparatus expenses are not paid by or reimbursed to the family from any source.

7-IV.D. CHILD CARE EXPENSES

The SNRHA must verify that:

- The child is eligible for care.
- The costs claimed are not reimbursed.
- The costs enable a family member to pursue an eligible activity.
- The costs are for an allowable type of childcare.
- The costs are reasonable if seeking employment or furthering education.

Eligible Child

To be eligible for the childcare deduction, the costs must be incurred for the care of a child under the age of 13. The SNRHA will verify that the child being cared for (including foster children) is under the age of 13.

Unreimbursed Expense

To be eligible for the childcare deduction, the costs must not be reimbursed by another source.

SNRHA Policy

The childcare provider will be asked to certify that, to the best of the provider's knowledge, the childcare expenses are not paid by or reimbursed to the family from any source. The family will be required to certify that the childcare expenses are not paid by or reimbursed to the family from any source.

The SNRHA must verify that the family member(s) that the family has identified as being enabled to seek work, pursue education, or be gainfully employed, are actually pursuing those activities.

Information to be Gathered



The SNRHA will verify information about how the schedule for the claimed activity relates to the hours of care provided, the time required for transportation, the time required for study (for students), the relationship of the family member(s) to the child, and any special needs of the child that might help determine which family member is enabled to pursue an eligible activity.

Seeking Work

Whenever possible the SNRHA will use documentation from a state or local agency that monitors work-related requirements (e.g., welfare or unemployment). In such cases the SNRHA will request verification from the agency of the member's job seeking efforts to date and require the family to submit to the SNRHA any reports provided to the other agency.

In the event third-party verification is not available, the SNRHA will provide the family with a form on which the family member must record job search efforts. The SNRHA will review this information at each subsequent reexamination for which this deduction is claimed.

Furthering Education

The SNRHA will ask that the academic or vocational educational institution verify that the person permitted to further his or her education by the childcare is enrolled and provide information about the timing of classes for which the person is registered.

Gainful Employment

The SNRHA will seek verification from the employer of the work schedule of the person who is permitted to work by the childcare. In cases in which two or more family members could be permitted to work, the work schedules for all relevant family members may be verified.

Allowable Type of Child Care

The type of care to be provided is determined by the family.

SNRHA Policy

The SNRHA will verify that the type of childcare selected by the family is allowable, as described in Chapter 6.

The SNRHA will verify that the fees paid to the childcare provider cover only childcare costs (e.g., no housekeeping services or personal services) and are paid only for the care of an eligible child (e.g., prorated costs if some of the care is provided for ineligible family members).

The SNRHA will verify the childcare provider is not a family member residing in the household. Verification will be made through the head of household's declaration of family members who are expected to reside in the unit.



Reasonableness of Expenses

Only reasonable childcare costs can be deducted for seeking employment or furthering education.

SNRHA Policy

To verify that the childcare costs are reasonable, the actual costs the family incurs will be compared with the SNRHA's established standards of reasonableness for the type of care in the locality to ensure that the costs are reasonable.

If the family presents a justification for costs that exceed typical costs in the area, the SNRHA will request additional documentation, as required, to support a determination that the higher cost is appropriate.

SNRHA will send out our childcare verification form when child care expenses are being verified. This form must be completed with all questions answered and returned by mail or fax. This form will be the only verification childcare form acceptable by our agency. Private childcare providers that do not have tax identification numbers must complete the section that requests their social security numbers or their INS number.

Written verification from the person who receives the payments is required. If the child care provider is licensed, the provider is required to provide their Employment Identification Number.

Verifications must specify the child care provider's business or individual name, address, telephone number, the names of the children cared for, the number of hours the child care occurs, the rate of pay, and the typical yearly amount paid, including school and vacation periods.

Family's must certify as to whether any of those payments have been or will be paid or reimbursed by outside sources.



EXIITBIT 7-1: EXCERPT FROM HUD VERIFICATION

GUIDANCE NOTICE (PIII 2004-01, pp.11-14)

| | |
|-------------------------------------|---|
| Upfront (UIV) | Highest (Highly Recommended, highest level of third party verification) |
| Written 3rd Party | High (Mandatory if upfront income verification is not available or if UIV data differs substantially from tenant-reported information) |
| Oral 3rd Party | Medium (Mandatory if written third party verification is not available) |
| Document Review | Medium-Low (Use on provisional basis) |
| Tenant Declaration | Low (Use as a last resort) |

| Income Type | Upfront | Written Third | Oral Third Party | Document Review | Tenant Declaration |
|----------------|---|---|--|--|---|
| | (LEVEL 5) | (LEVEL 4) | (LEVEL 3) | (LEVEL 2) | (LEVEL 1) |
| Wages/Salaries | Use of computer matching agreements with a State Wage Information Collection Agency (SWICA) to obtain wage information electronically, by mail or fax or in person. | The PHA mails, faxes, or e-mails a verification form directly to the independent sources to obtain wage information. | In the event the independent source does not respond to the PHA's written request for information, the PHA may contact the independent source by phone or make an in person visit to obtain the requested information. | When neither form of third party verification can be obtained, the PHA may accept original documents such as consecutive pay stubs (HUD recommends the PHA review at least three months of pay stubs, if employed by the same employer for three months or more), W-2 forms, etc. from the tenant. Note: The PHA must document in the tenant file, the reason third party verification was not available. | The PHA may accept a notarized statement or affidavit from the tenant that declares the family's total annual income from earnings. Note: The PHA must document in the tenant file, the reason third party verification was not available. |
| | Agreements with private vendor agencies, such as The Work Number or ChoicePoint to obtain wage and salary information. | The PHA may have the tenant sign a Request for Earnings Statement from the SSA to confirm past earnings. The PHA mails the form to SSA and the statement will be sent to the address the PHA specifies on the form. | | | |
| | Use of HUD systems, when available. | | | | |

Verification of Employment Income: The PHA should always obtain as much information as possible about the employment, such as start date (new employment), termination date (previous employment), pay frequency, pay rate, anticipated pay increases in the next twelve months, year-to-date earnings, bonuses, overtime, company name, address and telephone number, name and position of the person completing the employment verification form.

Effective Date of Employment: The PHA should always confirm start and termination dates of employment.



| | | | | | |
|--|---|---|---|--|--|
| Self-Employment | Not Available | The PHA mails or faxes a verification form directly to sources identified by the family to obtain income information. | The PHA may call the source to obtain income information. | The PHA may accept any documents (i.e. tax returns, invoices and letters from customers) provided by the tenant to verify self-employment income. Note: The PHA must document in the tenant file, the reason third party verification was not obtained. | The PHA may accept a notarized statement or affidavit from the tenant that declares the family's total annual income from self-employment. Note: The PHA must document in the tenant file, the reason |
| Verification of Self-Employment Income: Typically, it is a challenge for PHAs to obtain third party verification of self-employment income. When third party verification is not available, the PHA should always request a notarized tenant declaration that includes a perjury statement. | | | | | |
| Social Security Benefits | Use of HUD Tenant Assessment System (TASS) to obtain current benefit history and discrepancy reports. | The PHA mails or faxes a verification form directly to the local SSA office to obtain social security benefit information. (Not Available in some areas because SSA makes this data available through TASS. SSA encourages PHAs to use TASS.) | The PHA may call SSA, with the tenant on the line, to obtain current benefit amount. (Not Available in some areas because SSA makes this data available through TASS. SSA encourages PHAs to use TASS.) | The PHA may accept an original SSA Notice from the tenant. Note: The PHA must document in the tenant file, the reason third party verification was not available. | The PHA may accept a notarized statement or affidavit from the tenant that declares monthly social security benefits. Note: The PHA must document in the tenant file, the reason third party verification was not available. |
| Welfare Benefits | Use of computer matching agreements with the local Social Services Agency to obtain current benefit amount electronically, by mail or fax or in person. | The PHA mails, faxes, or e-mails a verification form directly to the local Social Services Agency to obtain welfare benefit information. | The PHA may call the local Social Services Agency to obtain current benefit amount. | The PHA may review an original award notice or printout from the local Social Services Agency provided by the tenant. Note: The PHA must document in the tenant file, the reason third party verification was not available. | The PHA may accept a notarized statement or affidavit from the tenant that declares monthly welfare benefits. Note: The PHA must document in the tenant file, the reason third party verification was not available. |



| Income Type | Upfront (LEVEL 5) | Written Third (LEVEL 4) | Oral Third Party (LEVEL 3) | Document Review (LEVEL 2) | Tenant Declaration (LEVEL 1) |
|-----------------------|---|---|---|--|--|
| Child Support | Use of agreement with the local Child Support Enforcement Agency to obtain current child support amount and payment status electronically, by mail or fax or in person. | The PHA mails, faxes, or e-mails a verification form directly to the local Child Support Enforcement Agency or child support payer to obtain current child support amount and payment status. | The PHA may call the local Child Support Enforcement Agency or child support payer to obtain current child support amount and payment status. | The PHA may review an original court order, notice or printout from the local Child Support Enforcement Agency provided by the tenant to verify current child support amount and payment status. Note: The PHA must document in the tenant file, the reason third party verification was not available. | The PHA may accept a notarized statement or affidavit from the tenant that declares current child support amount and payment status. Note: The PHA must document in the tenant file, the reason third party verification was not available. |
| Unemployment Benefits | Use of computer matching agreements with a State Wage Information Collection Agency to obtain unemployment compensation electronically, by mail or fax or in person. Use of HUD systems, when available. | The PHA mails, faxes, or e-mails a verification form directly to the State Wage Information Collection Agency to obtain unemployment compensation information. | The PHA may call the State Wage Information Collection Agency to obtain current benefit amount. | The PHA may review an original benefit notice or unemployment check stub, or printout from the local State Wage Information Collection Agency provided by the tenant. Note: The PHA must document in the tenant file, the reason third party verification was not available. | The PHA may accept a notarized statement or affidavit from the tenant that declares unemployment benefits. Note: The PHA must document in the tenant file, the reason third party verification was not available. |
| Pensions | Use of computer matching agreements with a Federal, State, or Local Government Agency to obtain pension information electronically, by mail or fax or in person. | The PHA mails, faxes, or e-mails a verification form directly to the pension provider to obtain pension information. | The PHA may call the pension provider to obtain current benefit amount. | The PHA may review an original benefit notice from the pension provider provided by the tenant. Note: The PHA must document in the tenant file, the reason third party verification was not available. | The PHA may accept a notarized statement or affidavit from the tenant that declares monthly pension amounts. Note: The PHA must document in the tenant file, the reason third party verification was not available. |



| EXHIBIT 7-2: SUMMARY OF DOCUMENTATION REQUIREMENTS FOR NONCITIZENS | |
|--|--|
| <ul style="list-style-type: none"> • All noncitizens claiming eligible status must sign a declaration of eligible immigrant status on a form acceptable to the PHA. • Except for persons 62 or older, all noncitizens must sign a verification consent form • Additional documents are required based upon the person's status. | |
| Elderly Noncitizens | |
| <ul style="list-style-type: none"> • A person 62 years of age or older who claims eligible immigration status also must provide proof of age such as birth certificate, passport, or documents showing receipt of SS old-age benefits. | |
| All other Noncitizens | |
| <ul style="list-style-type: none"> • Noncitizens that claim eligible immigration status also must present the applicable USCIS document. Acceptable USCIS documents are listed below. | |
| <ul style="list-style-type: none"> • Form I-551 Alien Registration Receipt Card (for permanent resident aliens) • Form I-94 Arrival-Departure Record annotated with one of the following: <ul style="list-style-type: none"> • “Admitted as a Refugee Pursuant to Section 207” • “Section 208” or “Asylum” • “Section 243(h)” or “Deportation stayed by Attorney General” • “Paroled Pursuant to Section 221 (d)(5) of the USCIS” | <ul style="list-style-type: none"> • Form I-94 Arrival-Departure Record with no annotation accompanied by: <ul style="list-style-type: none"> • A final court decision granting asylum (but only if no appeal is taken); • A letter from a USCIS asylum officer granting asylum (if application is filed on or after 10/1/90) or from a USCIS district director granting asylum (application filed before 10/1/90); • A court decision granting withholding of deportation; or • A letter from an asylum officer granting withholding or deportation (if application filed on or after 10/1/90). |
| <ul style="list-style-type: none"> • Form I-688 Temporary Resident Card annotated “Section 245A” or Section 210”. | <ul style="list-style-type: none"> • Form I-688B Employment Authorization Card annotated “Provision of Law 274a. 12(11)” or “Provision of Law 274a.12”. |

- A receipt issued by the USCIS indicating that an application for issuance of a replacement document in one of the above listed categories has been made and the applicant’s entitlement to the document has been verified; or
- Other acceptable evidence. If other documents are determined by the USCIS to constitute acceptable evidence of eligible immigration status, they will be announced by notice published in the *Federal Register*.

Chapter 8

TRANSFER POLICY

INTRODUCTION

It is the policy of the SNRHA to permit resident transfers, within and/or between SNRHA public housing communities for the following limited reasons:

- To abate dangerous and/or substandard living conditions;
- To abate emergency life-threatening living conditions caused by third-party criminal activity;
- To accommodate verified physical conditions caused by long-term illness and/or disability;
- To accommodate resident families that are determined to be over- or under-housed by virtue of their family size; and
- To promote homeownership, transfer of families to scattered sites
- To accommodate relocation due to modernization work, community safety

Each transfer request will be evaluated on a case-by-case basis, taking into consideration:

- The documentation that substantiates the reason for the request;
- Whether or not the resident is in good standing with the SNRHA
- The availability of suitable alternative units.

SNRHA will not grant a transfer request solely to accommodate neighbors who "cannot get along."

Activities of residents that adversely affect the right of others to the peaceful enjoyment of their community will be treated as lease violations and may be considered cause for lease termination.

A. ELIGIBILITY FOR TRANSFER

In order to be determined eligible to receive a transfer, residents must submit the **requisite requested** 3rd party documentation to SNRHA, to substantiate their request, and must be in good standing with the SNRHA.

The type of documentation that must be submitted will vary, depending on the nature of the request.

Good Standing

A resident will be considered in good standing if he or she and/or household members have not had:

- A history of delinquent rent payments, or
- A history of community disturbance and/or unit destruction.
- Maintain acceptable housekeeping standards
- Fulfilling community service requirements

Transfer List

Resident families who are determined eligible to receive a transfer will be placed on a transfer waiting list in accordance with the date of transfer approval and reason for their transfer request. SNRHA will implement transfers in the priority order listed in the following table.

Inappropriately housed resident families who are determined eligible to receive a transfer will be placed on the transfer waiting list at the time of annual certification.

Priority of Transfers

Approved transfers shall be accomplished in the following priority order:

| Type of Transfer | When executed | Transfer will be within the housing development: | Ratio | Initiated by |
|--|--|--|--|--|
| Emergency | Within 24 hours of documentation, verification & approval | Unless emergency transfer cannot be accomplished in this manner. | Not applicable | SNRHA or written family request |
| Medical and accessibility | Within 30 days of documentation, verification & approval | Unless appropriate unit meeting the family’s needs is not available within the development | Not applicable | Written family request |
| Under housed (Overcrowded) | When family’s name reaches top of transfer list & authorized units available | Unless type of unit required does not exist within that development’s inventory | 1 transfer for every 50 20 new move-ins | SNRHA on effective date of annual recert |
| Over housed | When family’s name reaches top of transfer list & authorized units available | Unless type of unit required does not exist within that development’s inventory | 1 transfer for every 50 20 new move-ins | SNRHA on effective date of annual recert |
| Under housed with family’s waiver | When family’s name reaches top of transfer list & authorized units available | Unless type of unit required does not exist within that development’s inventory | 1 transfer for every 50 20 new move-ins | SNRHA, not less than one year from the date of initial occupancy |

| | | | | |
|--|---|---|---|---|
| Higher income family moving to a lower income development | Next available scattered site home or development of the family's choice | Not applicable | 1 transfer for every 50 20 new move-ins | At written request of family |
| Scattered Site SNRHA Site | Next available scattered site unit when family name reaches the top after certification of eligibility | All available SS units | Not applicable | SNRHA, not less than two one years from the date of initial occupancy and must meet suitability criteria |
| Designated Senior Developments | Transfers from Studio to One bedroom unit when family name reaches the top after certification of eligibility | Unless type of unit does not exist within that development's inventory. | 1 transfer for 50 2 new move-ins. | SNRHA, not less than one year from the date of initial occupancy |
| Newly Modernized Units | Next available unit when family name reaches the top after certification of eligibility | Not applicable | Not applicable | SNRHA on effective date of annual recert |
| <u>Administrative Reasons determined by the PHA (e.g. to permit modernization work, community safety)</u> | Within 30 days of Notification | Unless type of unit does not exist within that development's inventory. | Not Applicable | SNRHA |

B. EMERGENCY TRANSFERS

Emergency transfers will be implemented by the SNRHA to remove a resident family from life-threatening and/or hazardous living conditions caused by third-party criminal activity and/or unit damage. **Good standing criteria does not apply in the case of emergency transfers.**

Residents will be required to become complaint with all lease provisions upon completion of the Emergency Transfer to the new unit.

Emergency Transfers due to Third Party Criminal Activity

SNRHA will consider transfer requests from resident families who have been victims of life-threatening criminal activity committed by third parties or who have witnessed serious criminal activity and agreed to testify on behalf of the State at a criminal proceeding.

Families who request a unit transfer due to third-party criminal activity may be required to submit verifiable documentation evidencing one or all of the following:

- Police reports and/or police statements detailing the incident in question
- Eyewitness statements describing the incident in question
- Confirmatory letters from the Victim Witness Protection Unit, Rape Crisis Center or similarly recognized entity
- Medical reports from a licensed health care provider
- Subpoena or other written contacts from the Clark County District Attorney or U.S. Attorney

The SNRHA will require residents who are victims of domestic violence to certify their victim status and the names of their abusers. Third-party verification must be provided by victim service providers, medical professionals, or attorney who have counseled the victim and can verify their status as a domestic violence victim.

All documentation submitted shall remain confidential and shall be reviewed and evaluated by the Director of Operations only. Transfer requests due to third-party criminal activity shall be evaluated on a case-by-case basis, by consideration of the following criteria:

- The availability of a suitable alternative unit
- The documentation describing/verifying the incident
- The severity of the incident

Notification: If approved, the family will be notified that:

- A unit has been designated;
- They must execute a new lease and move within five (5 days) of receipt of the notice, and
- If they refuse to accept the unit, they must execute a waiver of their emergency transfer request.

Emergency Transfers Initiated or Confirmed by Law Enforcement

If the emergency transfer request is initiated or confirmed by authorized law enforcement officials, the SNRHA may take the following action to maintain the confidentiality of the request and subsequent transfer:

- By-passing the regular transfer occupancy function and/or staff;
- Maintaining the resident family's file separate from other resident files; and
- Concealing and/or changing the identity of the resident family's file.

Emergency Transfers due to Hazardous Unit Conditions

A transfer due to hazardous unit conditions is mandatory. It may be initiated at any time by the SNRHA or the resident family or both, after detection of a unit condition that poses a threat to the health and safety of the resident family. A hazardous unit condition is one that arises from:

- Substantial fire damage;
- Life-threatening fungus as determined by a Clark County Health District Official and/or a licensed hazardous waste consultant;
- Exposed electrical wiring;
- Defective ventilation;
- Inadequate plumbing, heating and/or cooling that will require long-term repair;
- Other serious conditions identified by the SNRHA Maintenance Department that require long-term repair.

Notification: If at least one of the foregoing conditions is found to exist, the SNRHA shall immediately notify the resident family or families affected and advise them, in writing, as follows:

- A unit has been designated;
- They will be required to move and sign a new lease no later than five (5) days from the date they receive the notice;
- If the hazardous condition was caused by the family, the family shall bear the cost of repair and moving.
 - If the family is unable to move due to financial reasons, SNRHA shall contract with a third party entity to move the family and shall bill the family for said costs, no later than the date on which the repair bills are submitted to them.
 - If the resident family refuses to move or otherwise fails to pay the repair and/or moving costs, SNRHA will initiate eviction proceedings against the family
- If the hazardous condition was not caused by the family, the SNRHA will bear all repairs and documented moving costs incurred by the family.

C. TRANSFERS DUE TO ILLNESS AND/OR DISABILITY

Unit transfers will be implemented by SNRHA to accommodate the accessibility needs of residents and/or their household members, arising from long-term illness or disability. Accessibility needs are those that require one or all of the following:

- A first floor and/or single story dwelling;
- Widened hallways and/or lowered cabinets;
- Roll-in shower facilities
- Flashing-light-censored smoke detectors
- Central air conditioning and heat

Documentation

Families who request a transfer due to illness and/or disability may be required to submit recent verifiable documentation from a health care provider or social service entity that confirms the impairment and the accessibility needs.

Notification

Upon a determination that the family's request for a transfer due to illness or disability has been approved, the SNRHA shall send the resident a thirty (30) day Notice of Transfer. This places the resident family on notice that they have been approved for a transfer and that any time after the thirty (30) day period has passed:

A unit to which the family may transfer will be designated at such time as it becomes available;

They will be required to enter into a new lease for the transfer unit;

That if they refuse to move into the unit, they must sign a waiver of the transfer request.

When the transfer is authorized, the resident family shall be notified of the identity of the transfer unit and that they are required to accept the dwelling unit within three (3) calendar days and lease the unit within two (2) calendar days after accepting the unit.

The resident can receive an extension of up to an additional seven (7) calendar days, at the SNRHA's discretion, subject to documented evidence of an undue hardship on the family.

Examples of undue hardship include but are not limited to:

Death in the immediate family

Jury duty

Hospitalization

Verified medical reasons

A new disability which makes the new unit unsuitable for the family's housing needs

Inability to obtain the resources to execute the move

Any extension must be approved by the Director of Operations or designee.

D. TRANSFERS TO ACCOMMODATE FAMILIES THAT ARE OVER- OR UNDER-HOUSED.

Unit transfers will be implemented by SNRHA to accommodate resident families that are determined to be over-housed or under-housed **by virtue of their family size based on the general occupancy standards.** These transfers may be initiated by the SNRHA or the resident or both. A family may request an exception to the general occupancy standards. The SNRHA will evaluate the relationship and ages of all family members and the overall size of the unit. If approved, the family must agree to remain in the approved unit for one year.

Notification

Upon a determination that the family is approved to move into a unit of a different size, the SNRHA shall send the resident a thirty- (30) day Notice of Transfer. This places the resident family on notice that they have been approved for a transfer and that any time after the thirty- (30) day period has passed:

A unit to which the family must transfer may be designated;

They will be required to move into that unit in accordance with the terms of their lease;

They will be required to enter into a new lease for the transfer unit;

When the transfer is authorized, the resident family shall be notified of the identity of the transfer unit and that they are required to accept the dwelling unit within three (3) calendar days and lease the unit within two (2) calendar days after accepting the unit.

The resident can receive an extension of up to an additional seven (7) calendar days, at the SNRHA's discretion, subject to documented evidence of an undue hardship on the family.

Examples of undue hardship include but are not limited to:

Death in the immediate family

Jury duty

Hospitalization

Verified medical reasons

A new disability which makes the new unit unsuitable for the family's housing needs

Inability to obtain the resources to execute the move

Any extension must be approved by the Director of Operations or designee.

Resident Refusal of the Transfer Unit

The resident may decline the transfer unit for good and reasonable cause. Such cause shall be considered sufficient if:

The unit does not provide adequate accessibility, or

The unit will not have the required effect of accommodating the family size.

The Director of Operations shall determine if the unit refusal is for good cause. If the resident declines the unit without good cause, the SNRHA shall assign the unit to another family and void the request for transfer if generated by the family.

If the resident refuses the transfer unit when the reason for the transfer is an emergency, under/over housed or abatement, a 30-day notice will be issued. The unit will be reassigned and the transfer will be voided.

Transfer Procedures

The Development Manager and resident will participate in a pre-transfer inspection to determine damages prior to transfer and the charges made part of the new lease.

The resident and SNRHA shall enter into a new lease agreement for the transfer unit.

Security Deposits

1. Families transferring to another development must have paid the security deposit in full at the sending development.
2. SNRHA will charge the families for any damages to the previous unit.
3. Security deposits will be refunded to the resident under the terms of the lease for the

- previous unit. The resident must deposit with the SNRHA a security deposit on the new unit consistent with the security deposit policy in effect at the time of the transfer.
4. Refer to Security Deposit Chapter for additional details.
 5. Move-out charges will be posted to the new unit. The office of the receiving development is responsible for collecting any maintenance charges due SNRHA.

E. GENERAL CONDITIONS GOVERNING TRANSFERS

Discrimination Prohibited

Transfer requests shall be processed, evaluated, initiated and/or determined without regard to race, color, religion, gender, creed or national origin. Transfer requests based on household composition and/or illness disability must consider family size and disability.

Cleaning and/or Repair Charges

All transfers are subject to charges for cleaning or repair work performed by the maintenance staff on the vacated unit. All charges will be assessed after an inspection is completed by the resident and the housing manager. ~~All applicable charges will be transferred to the resident's new account.~~ **Residents will be required to pay any amounts owed to the past property within 30 days of the move out statement.**

Rent Adjustments for Transferred Residents

No rent adjustment will be made, except for utility allowance, until the next scheduled certification.

Reexamination Date

The date of the transfer changes the reexamination date according to the block system of the gaining development, unless the annual reexamination period would exceed twelve months since the family's last annual reexamination.

The losing development will send the family's file to the gaining development once they have been notified that the family has accepted the unit, before the family is leased up. The gaining development will not attempt to lease up a family without possession of the family's file.

SNRHA Incentives for Higher Income Families Transferring Into Lower Income Developments

The SNRHA will offer certain incentives to higher income families (**Household Income at or above 60% of AMI**) willing to move into lower income projects. If a higher income family agrees to move to a SNRHA-specified lower income development, the SNRHA will agree to approve to transfer the resident family to the next available scattered site home or the development of the family's choice. The move will be approved according to the Occupancy Guidelines only if the family has consistently been in lease compliance for two years following admission.

SNRHA will target homeownership opportunities to higher income families moving into lower income projects.

Processing In and Out of Developments

Gaining Developments

Transfers from other developments will be processed in the same manner as move-ins, including a new lease and applicable security deposit.

The resident transferring between public housing projects does not have to meet the admission requirements pertaining to income or preference.

Residents Failure to Transfer Units

In the event the resident fails to transfer and submit keys within the timeframes as stated in this policy, ~~the losing manager~~ **both managers will serve the tenant with a 30 Day Notice for failure to vacate the unit they are transferring from.** ~~will notify the resident of responsibility for the Flat Rent on the unit, in which they are transferring from, until such time keys have been submitted.~~

COST OF TRANSFERS

Residents shall bear the cost of transfers to correct occupancy standards, resident requested transfers, incentive transfers, and other voluntary transfers.

SNRHA will bear the reasonable cost of transfers SNRHA requests for demolition, disposition, rehabilitation, building system failures, or emergency conditions due to no fault of the tenant. SNRHA will bear the reasonable cost of transfers needed as a reasonable accommodation for residents with disabilities, **in accordance with SNRHA Reasonable Accommodation Policy and Procedures**. The reasonable cost of transfers includes not just the cost of packing, moving, and unloading, but also the cost of connecting and reconnecting any existing resident-paid services such as telephone and cable.

Resident Selection Criteria **For ~~Honolulu Street~~ Otto Merida Family Apartments**

The following criteria will be utilized to select from current residents residing in other Public Housing communities for the Project:

1. Must have a favorable rental payment history. A resident will be considered to have a favorable rental payment history if there have been two or less delinquent rent payments in the previous twelve months.
2. Must be in good standing with SNRHA and in compliance with all terms and conditions of the resident's existing Lease.
3. Resident must be currently employed or enrolled in the Family Self Sufficiency Program and must have accomplished one or more established goals within the Program. SNRHA will provide the Manager with a list of residents wishing to transfer to the Project and the Manager will determine and certify the eligibility of the resident, and the resident will be notified of the determination. Transfer requests will be processed on a first come, first serve basis.

Income Tiering

In addition to the above selection criteria, SNRHA will institute an income-tiring system in allocating units within the Project. The units will be divided into three income tiers, which will be distributed equally across the development and by unit types. The income tiers will be as follows:

- **Low Tier:** Less than 20% of the HUD Area Median Income (AMI) for a Family of Four (or \$11,819 in 2005) 20 units;
- **Middle Tier:** Greater than 20% AMI and Less than 30% AMI for a Family of Four (or \$17,730 in 2005) 20 units; and
- **High Tier:** Greater than 30% AMI and Less than 60% AMI maximum tax credit income Level (or \$35,460 in 2005 for a Family of Four) 20 units.

Transfer requests from current SNRHA residents who meet the initial resident selection criteria noted above will be placed in one of the three income tiers, or disqualified by the Manager if the applicants' income is above the 60% AMI tax credit limit or do not meet the LIHTC eligibility.

After the initial inquiry is made of existing public housing residents, public housing residents may apply for transfer to the Project at the time of their annual certification by completing an application for the Honolulu Street Apartments.

Public Housing Waiting List

In the event there are no current public housing residents within the appropriate income tiers as indicated above who wish to transfer to the Project, Project vacancies will be filled from

Southern Nevada Regional Housing Authority

SNRHA's Public Housing certified waiting list utilizing current preferences and screening criteria in accordance with SNRHA's ACOP and the screening criteria described above.

Employment income is a current SNRHA waiting list preference.

In the event there are no eligible applicants on the current Public Housing certified waiting list within the three income tiers, outreach will be conducted to the general public as provided in the Marketing Policy.



Chapter 9 LEASING [24 CFR 966.4]

INTRODUCTION

It is the SNRHA's policy that all units must be occupied pursuant to a dwelling lease agreement that complies with HUD's regulations [24 CFR Part 966]. This chapter describes pre-leasing activities and the SNRHA's policies pertaining to lease execution, security deposits, other charges, and additions to the lease.

A. LEASE ORIENTATION

In conjunction with execution of the lease, all adult family members must attend a new resident orientation within 90 days of move-in.

Residents with disabilities may request a reasonable accommodation.

Orientation Agenda

When families attend the lease orientation, they will be provided with:

- A sample copy of the lease
- A copy of the grievance procedure
- A copy of the house rules
- Supportive services information, including FSS
- Emergency maintenance policy
- Community Service requirements and policy
- Pet policy
- Trespass policy
- Bed Bug Addendum
- Housekeeping Standard
- Other Lease addendums

Topics to be discussed will include, but are not limited to:

- Applicable deposits and other charges
- Maintenance charges
- Provisions of the lease
- Unit maintenance and work orders
- Terms of occupancy
- Rent choice/Flat rent/income based/seasonal employment

SNRHA shall ensure additional efforts are made to ensure full program accessibility to persons with Limited English Proficiency, including notifying organizations that provides services to low-income families whose primary language is Spanish, as outlined in SNRHA's Limited English Proficiency Plan.



B. LEASE REQUIREMENTS

The initial term of the lease will be for 12 months. The lease will renew automatically for 12-month terms with the following exception:

- SNRHA will not renew the lease if the family has violated the community service requirement (24 CFR 966.4).
- Due to the community service requirement, the lease does not automatically renew for terms of 12 months. An annual signing process, the completion of recertification, is required.
- The lease further provides for termination and eviction at the end of any 12-month lease term for non-compliance with the community service requirements at 24 CFR Part 960, Subpart F and Chapter 15 of this Admissions and Continued Occupancy Policy.

C. EXECUTION OF LEASE

The lease shall be executed by the head of household, spouse or co-head; and by an authorized representative of SNRHA, prior to admission.

The head or co-head of household is the person who assumes legal and financial responsibility for the household and is listed on the application as head or co-head.

An appointment will be scheduled for the parties to execute the lease. One executed copy of the lease will be given to the tenant, and the SNRHA will retain the original in the tenant's file. The lease is incorporated into this policy by reference. The lease document will reflect current SNRHA policies as well as applicable Federal, State and local law. The following provisions govern lease execution and amendments:

- A lease is executed at the time of admission for all new tenants.
- A new lease is executed at the time of the transfer of a tenant from one SNRHA unit to another
- If, for any reason, the head or co-head of household of the lease cease to be a member of the household, a new lease will be executed with the remaining members, so long as they meet the program requirements.
- Lease signers must be persons legally eligible to execute contracts.
- The names, relationship to head, date of birth, and social security number of all household members are listed on the lease at initial occupancy and on the Application for Continued Occupancy (need to determine name of form to be used) each subsequent year. Only those persons listed on the most recent certification shall be permitted to occupy a dwelling unit.
- Changes to tenant rents are made upon the preparation and execution of an addendum to the lease which reflects any change in household composition or rent. Documentation will be included in the tenant file to support proper notice.



- Households that include a live-in aide are required to execute a live in aide agreement authorizing the arrangement and describing the status of the aide.
- Households that include a live-in aide will contain file documentation that the live-in aide is not a party to the lease and is not entitled to SNRHA assistance, with the exception of occupancy while serving as the aide for the participant family member.

The SNRHA may modify its form of lease from time to time, giving tenants an opportunity to comment on proposed changes and advance notice of the implementation of any changes. A tenant's refusal to accept permissible and reasonable lease modifications, or those modifications required by HUD, is grounds for termination of tenancy.

D. ADDITIONS TO THE LEASE

Only those persons listed on the most recent certification form and lease shall be permitted to occupy a dwelling unit¹.

All persons listed on the most recent certification form and the lease must use the dwelling unit as their sole residence.

Requests for the addition of a new member of the household must be approved by the SNRHA, prior to the actual move-in by the proposed new member.

Following receipt of a family's request for approval, the SNRHA will conduct a pre-admission screening, including the Criminal History Report, of the proposed new adult member. Only new members approved by the SNRHA will be added to the household.

Family members over the age of 18 who move from the dwelling unit to establish new households shall be removed from the lease. These individuals may not be readmitted to the unit and must apply as a new applicant for placement on the waiting list. Exceptions will be made by the approval of the Director of Operations or designee.

Minors being added to the household by other than birth or legal adoption or court – awarded custody must be verified by court action. Temporary guardianship will be considered as a court action. All temporary guardianship will be renewed and verified every six months.

Factors Determining Household Additions

Household additions subject to screening:

- Resident plans to marry;
- Resident desires to add a new adult family member to the lease or employ a live-in aide.



- A unit is occupied by a remaining family member(s) under age 18 (not an emancipated minor) and an adult who was not a member of the original household requests permission to take over as the head of household. Guardianship and/or custody of the remaining family member(s) under 18 must be obtained by the adult who was not a member of the original household. The family will have 90 days to obtain all documentation. If the adult is unable to provide appropriate documentation regarding the remaining minor, children and/or fails to comply with all screening requirements they are ineligible to occupy the unit at the expiration of the 90 days.

Factors determining household additions that are not subject to screening:

Children born to a family member or whom a family member legally adopts are exempt from the pre-screening process.

Children for whom the family receives court-awarded custody

Persons under the age of 18 years

Foster Children proposed to live in the unit

In cases where the addition of a new member who has not been born, married, awarded legal custody or guardianship, or legally adopted into the family, and the addition will affect the bedroom size required by the family, according to the SNRHA occupancy standards, the SNRHA will not approve the addition. An exception will be granted if the family has submitted a Self-Certification of Physical Custody of Minor Child/Children or an Appointment of Temporary Guardian to the SNRHA. If either of these forms has been submitted, the SNRHA will also require that the family has initiated legal proceedings for guardianship or legal custody.

Residents who fail to notify the SNRHA of additions to the household, or who permit persons to join the household without undergoing screening, are in violation of the lease. Such persons are considered to be unauthorized occupants by the SNRHA, and the entire household will be subject to eviction [24 CFR 966.4(f) (3)].

Family members age 18 and over, other than spouse, who move from the dwelling unit shall be removed from the lease. The tenant must notify the SNRHA of the move-out within 10 calendar days of its occurrence. These individuals may not be readmitted to the unit and must apply as a new applicant for placement on the waiting list.

The SNRHA in making determinations under this paragraph will consider medical hardship or other extenuating circumstances.



Visitors

1. The resident may not allow visitors to stay overnight more than fourteen (14) consecutive days nor more than 30 calendar days in a twelve month period without prior written approval of management.
2. Visitors who remain beyond this period shall be considered unauthorized, and their presence constitutes a breach of the lease.
3. If an individual other than a leaseholder is representing to an outside agency that they are residing in the lessee's unit, the person will be considered an unauthorized member of the household.
4. Roomers and lodgers are not permitted to occupy a dwelling unit, nor are they permitted to move in with any family occupying a dwelling unit. Advertisements for roomers or lodgers shall be considered a violation of the lease by virtue of intent to sub lease portions of the assisted unit.
5. Residents are not permitted to allow a former tenant of the SNRHA who has been evicted to occupy their unit for any period of time.
6. Medical hardship or other extenuating circumstances shall be considered by SNRHA in making determinations under this area. Temporary caretaker request must be provided by the resident and verified by a medical provider. The status must be updated every thirty (30) days. The SNRHA will review the request and verified reasons for the caretaker during an extended medical hardship. Approval of the caretaker to occupy the unit for a period beyond 2 weeks will require prior approval by the Property Manager.

Absences from the Unit

Residents must advise the SNRHA when they will be absent from the unit for more than ~~14~~ **30** consecutive days and provide a means for the SNRHA to contact the resident in the event of an emergency. Failure to advise the SNRHA in writing of extended absences is grounds for termination of the lease.

E. LEASING UNITS WITH ACCESSIBLE OR ADAPTABLE FEATURES

[24 CFR 8.27(a) (1) (2) and (b)]

Before offering a vacant accessible unit to a non-disabled applicant or resident, the SNRHA will offer such units:

First, to a current occupant of another unit of the same development, or other public housing developments under the SNRHA's control, who has a disability that requires the special features of the vacant unit?



Second, to a current occupant of other public housing developments under the SNRHA's control who has a disability that requires the special features of the vacant unit?

Thirdly, to an eligible qualified applicant on the waiting list having a disability that requires the special features of the vacant unit.

Accessible units will be offered to and accepted by non-disabled applicants or residents only with the understanding that such applicants/resident must agree to relocate to a non-accessible unit at a later date if a person with a disability requiring the unit applies for housing and is determined eligible or there is an existing resident who require the features of the accessible unit.

The SNRHA will require a non-disabled applicant or resident to agree to move to an available non-accessible unit within 30 days when either a current resident or an applicant needs the features of the unit and there is another unit available for the applicant or resident. This requirement will be a provision of the lease agreement.

F. UTILITY SERVICES

Tenants responsible for direct payment of utilities must abide by any and all regulations of the specific utility company, including regulations pertaining to advance payments of deposits.

If a resident is resident or applicant is unable to establish utility services due to a previous balance owed to the utility company, the resident/applicant will not be permitted to move into a unit with resident paid utilities. This may mean that a current resident cannot transfer or that an applicant cannot be admitted. See page 6-16.

Failure to maintain utility services during tenancy is a lease violation and grounds for eviction. Non-payment of excess utility charge payments to the SNRHA is a violation of the lease and is grounds for eviction.

SNRHA may send utility reimbursement directly to the utility supplier without the consent of the family that is paying an income based rent. SNRHA will notify the family of the amount of any such direct payment to the utility supplier.

The lease will designate the appliances provided by SNRHA (i.e.: stove and refrigerator). The tenant is responsible for proper hook-up, safety and maintenance of any appliances they may provide (i.e.: dryers).

G. SECURITY AND PET DEPOSITS

Security Deposit

Tenant security deposits are required to minimize collection losses and encourage



residents to leave their apartments clean and in good condition when they vacate.

Security Deposit Amounts

New tenants must pay a security deposit to the SNRHA at the time of leasing the unit.

The Security Deposits for Public Housing will be based on bedroom size as follows:

- Efficiency Unit: \$200.00
- One Bedroom Unit: \$200.00
- Two Bedroom Unit \$250.00
- Three Bedroom Unit \$300.00
- Four Bedroom Unit \$350.00
- Five Bedroom Unit \$400.00

Scattered Site units will be required to pay an additional \$100 deposit for lawn or yard maintenance for which they are responsible for under terms of their lease.

Transfer of Security Deposit

If a resident transfers, the original security deposit may be refunded to the resident. The resident must then pay the required deposit for the new unit. The resident will be responsible for payment of any additional security deposits as outlined in this policy. The tenant will also be further billed for any maintenance or other charges beyond the security deposit.

The SNRHA may permit installment payments of security when a new tenant demonstrates a financial hardship to the satisfaction of the SNRHA. The Authority may allow for one-quarter of the required deposit at the time of admission and the remainder to be paid with additional equal payments for a three month period. The full deposit must be paid within 120 days of initial occupancy.

The Security Deposit will be returned, less any applicable charges, to the tenant after move-out, if the following conditions are met:

- There is no unpaid rent and/or charges for which the resident is liable under the lease or as a result of breaching the lease.
- The dwelling unit and all equipment are left clean, and all trash and debris have been removed by the family.
- There is no breakage or damage beyond that expected from normal wear and use.
- Tenant gave the required ~~15~~ **30** calendar days advance written notice of intent to vacate and all keys issued have been returned to the management office when the family vacates the dwelling unit.

The Security Deposit may not be used to pay charges during the tenant's occupancy.



The SNRHA will hold the security deposit for the period the tenant occupies the unit. The SNRHA will refund the Security Deposit less any amounts owed, within 30 calendar days after move out and tenant's notification of new address. If no address is provided, the refund will be mailed to the last known address.

The SNRHA will provide the tenant or designee identified above with a written list of any charges against the security deposits. If the tenant disagrees with the amount charged to the security deposits, the SNRHA will provide a meeting to discuss the charges.

The resident must leave the dwelling unit in a clean and undamaged (beyond normal wear and tear) condition and must furnish a forwarding address to the SNRHA. All keys to the unit must be returned to the Management upon vacating the unit.

The SNRHA will not use the security deposit for payment of rent or other charges while the tenant is living in the unit.

The tenant will be billed for any maintenance or other charges. If the tenant family will be transferred from one public housing dwelling unit to another the SNRHA will conduct the required move-out inspection and determine what charges, if any, should be assessed to tenant's account. SNRHA will establish the security deposit for the new unit based upon the current security deposit policy and the family will be required to pay the balance/new deposit amount in effect at that time.

H. ADDITIONAL SECURITY DEPOSIT COLLECTION PROCEDURES

Security Deposits are governed by the terms of the lease, 24CFR's and Nevada's Statutes. The SNRHA reserves the right to bill a resident's account additional charges if any of the situations below exist or take place within a resident's apartment. This money will be added to the resident's current security deposit. Such deposits may be collected for the following:

- 1) Unauthorized wallpapering.
- 2) Painting walls any color other than the original color upon move-in.
- 3) If the resident fails a housing inspection due to unsanitary housekeeping or excessive damage to the unit that is beyond normal wear and tear.
- 4) Evidence of pet damages (carpet stains, clawing, biting unit components, defecation interior or exterior, fleas, landscaping, lawn or property, fences or other visual damage).

If any of the above items are found within a household the resident will be immediately billed ~~thirty dollars (\$30) per room or affected area~~ **per labor rates established according to the Maintenance Charge List and added into the tenant's security deposit funds.** The SNRHA has enacted this change to protect the interest of our housing stock and to reduce the billable charges due by the resident once they have moved out of SNRHA housing.



Pet Deposit

DEPOSIT SCHEDULE:

| Type of Pet | Deposit |
|--|---------|
| Dog | \$200 |
| Cat | \$200 |
| Fish Aquarium | \$50.00 |
| Fish Bowl (Requires no power and no larger than 2 gallons) | \$0 |
| Caged pets (birds, gerbils, hamsters) | \$50.00 |

ALL PET AGREEMENTS SIGNED WITH RESIDENTS OF SNRHA PRIOR TO THE ADOPTION OF THIS POLICY (03/01/2010) ARE NOT SUBJECT TO PAYING ADDITIONAL DEPOSIT AMOUNTS

RESIDENTS SIGNING PET POLICY AGREEMENTS FOLLOWING THE ADOPTION OF THIS POLICY WILL BE SUBJECT TO PAYING DEPOSITS FOR ANY NEW OR ADDITIONAL PETS.

Assistance Animals for persons with a disability are not subject to the pet deposit.

The SNRHA may permit installment payments of when a new tenant demonstrates a financial hardship to the satisfaction of the SNRHA.

The pet security deposit is to cover the cost of damages created by the pet. Tenant will be given a list of all such damages and the applicable charges that will be deducted from the pet deposit at the time the tenant vacates the unit or the pet is removed from the unit, whichever occurs first. Tenant will also be advised of their right to an informal meeting and/or grievance hearing should they dispute the charges. (See Chapter 10 for remainder of pet policy provisions.) The pet deposit will be returned to the tenant or the person designated by the former tenant, upon notification that the pet is no longer in the unit or in the event of the former tenant's incapacitation or death.

Interest

SNRHA will not compute or pay any interest on any deposit.

I. RENT PAYMENTS

See Chapter 13, Rent and Debt Collection Procedures.

J. FEES AND NONPAYMENT PENALTIES

See Chapter 13, Rent and Debt Collection Procedures.



K. SCHEDULES OF SPECIAL CHARGES

Schedules of special charges for services, repairs, utilities and rules and regulations which are required to be incorporated into the lease by reference shall be publicly posted in a conspicuous manner in the community office, and they will be provided to the resident at the time of lease execution.

The SNRHA will assess residents a charge for tenant-caused damage to its Conventional housing facilities (i.e., dwelling unit and/or common areas). Where there is no specific cost listed for an item of work, the charge to the family will be based upon the SNRHA labor rate times (x) the hours of labor charged to the job plus (+) the actual cost of parts and materials that were used on the job. A Schedule of Charges will be maintained by the agency and periodically updated. A copy of this schedule will be posted in all management offices and shall be made available upon request. The SNRHA will not charge for any repairs that are necessitated by normal wear and tear; nor is there a charge for any scheduled periodic work, such as painting or extermination. However, if extermination is required on other than the pre-established scheduled basis and there is a determination that the extra extermination services are due to the negligence of the tenant family, the SNRHA reserves the right to charge for said service.

L. MODIFICATIONS TO THE LEASE

Schedules of special charges and rules and regulations are subject to modification or revision. Tenants will be provided at least thirty days written notice of the reason(s) for any proposed modifications or revisions, and they will be given an opportunity to present written comments. Comments will be taken into consideration before any proposed modifications or revisions become effective.

A copy of such notice shall be posted in the central office, each development office.

Any modifications of the lease must be accomplished by a written addendum to the lease and signed by parties, the resident(s) and the SNRHA.

M. CANCELLATION OF THE LEASE

Cancellation of the tenant's lease is to be in accordance with the provisions contained in the lease agreement and as stated in this policy.

N. SMOKE FREE HOUSING

In order to provide a healthier environment for our residents, the Board of Commissioners has adopted a Smoke Free Housing Policy. The purpose of this policy is to provide a healthier environment for our residents and eliminate the harmful effects of secondhand smoke, fire danger and damage to apartments due to smoke. Secondhand smoke is particularly dangerous to children and people with respiratory disease. It is the third leading cause of preventable death in the United States. In 2006, the US Surgeon General stated that there is no safe level of second hand smoke.



Definition of Smoke/Smoking:

The term “smoke” and “smoking” means inhaling, exhaling, breathing or carrying any lighted cigar, cigarette or other tobacco product on similar lighted product in any manner or in any form.

Smoke-Free Apartments:

The premises listed below have been designated as smoke-free living environments:

- ~~Perry Plaza~~ **Lubertha Johnson Estates** Senior Development

With 45 days written notice and a signed lease addendum for all current residents, future properties may be designated smoke free at the discretion of SNRHA.

Residents, **staff** and guests are prohibited from smoking on these properties owned and managed by SNRHA, including the apartment rented by the resident, the building in which the dwelling unit is located, and all common areas inside and outside the building up to 15 feet from each building and 50 feet from the buildings entry.

The Southern Nevada Regional Housing Authority Not a Guarantor of Smoke-Free Environment

The adoption of a smoke free living environment and the efforts to designate a property as smoke-free does not make SNRHA a guarantor of resident’s health or of the smoke free condition of the resident’s apartment and common areas. However, SNRHA shall take reasonable steps to enforce the smoke-free terms of its leases and to make the property smoke-free. SNRHA will post smoke free properties with “No Smoking” signs inside and outside the buildings and may, at its sole option, consider designating smoking areas at any or all of the properties.

Smoking on the Property as a Lease Violation

If a resident smells tobacco smoke anywhere in the building, they should report this to the office as soon as possible. Management will seek the source of the smoke and take appropriate action. A resident will be in violation of his/her lease if the resident or any guest is determined to be smoking on SNRHA property. Three (3) violations of SNRHA’s Smoke Free Policy may result in eviction. All applicants/residents acknowledge receipt of this Policy and Smoke-Free Lease Addendum in writing at the time of application and/or next rent recertification.

O. INSPECTIONS OF PUBLIC HOUSING UNITS

Initial Inspections

The SNRHA and the family will inspect the premises prior to occupancy of the unit in order to determine the condition of the unit and equipment in the unit. A copy of the initial inspection, signed by the SNRHA and the tenant, will be kept in the unit file and tenant file.



Vacate Inspections

The management staff will perform a move-out inspection when the family vacates the unit, and will encourage the family to participate in the move-out inspection.

The purpose of this inspection is to determine necessary maintenance and whether there are damages that exceed normal wear and tear. The SNRHA will determine if there are tenant caused damages to the unit. Tenant caused damages may affect part or all of the family's security deposit. Documentation, including pictures of tenant caused damages will be maintained in tenant file.

The move-out inspection also assists the SNRHA in determining the time and extent of the preparation and repairs necessary to make the unit ready for the next tenant.

Annual Inspections

The SNRHA will inspect all units annually using HUD-required standards. All inspections will include a check of all smoke alarms to ensure proper working order. Pictures of any damages and/or housekeeping problems may be taken. At each annual inspection, staff will verify that the additional room is still being used for medical equipment or live-in aide.

Residents who "fail" the inspection due to housekeeping or tenant-caused damages will be given 10 calendar days to correct noted items and placed on a schedule of 30, 60, and 90 day inspections conducted to ensure lease compliance. Failure to comply with housekeeping requirements are grounds for lease termination.

Residents may request a copy of the inspection report with required corrections. In cases where units failed inspection for housekeeping or damage, a conference is scheduled with the property management.

If necessary to bring the unit into HUD-required compliance, needed repairs will be completed by the SNRHA.

Required corrections will be repaired by the SNRHA within 30 business days of the inspection date.

Damages beyond "normal wear and tear" will be billed to the tenant.

Residents who repeatedly "fail" the inspection or cause excessive damage to the unit will be in violation of their lease. SNRHA will take appropriate lease enforcement action.



Quality Control Inspections

The housing management staff will conduct periodic quality control inspections to determine the condition of the unit and to identify problems or issues in which the SNRHA can be of service to the family.

The SNRHA management staff will conduct quality control inspections on 5% of the units.

The purpose of these quality control inspections is to assure that repairs were completed at an acceptable level of craftsmanship and within an acceptable time frame.

The property manager may conduct periodic inspections to determine the condition of the unit and to identify problems or issues in which the SNRHA can be of service to the family.

Special Inspections

Housing management staff may conduct a special inspection for housekeeping, unit condition, or suspected lease violation.

HUD representatives or local government officials may review SNRHA operations periodically and as a part of their monitoring may inspect a sampling of the SNRHA's inventory.

Modernized and Scattered Site Inspections: New move inspections will be conducted within 60 days of the resident leasing the unit to ensure the unit and grounds are being maintained.

Unit inspections will be conducted within ten (10) working days from the date SNRHA is notified or receives knowledge of an unsatisfactory condition such as infestation, damages, unsatisfactory housekeeping or complaints of poor exterior conditions.

Other Inspections

The SNRHA management staff will periodically conduct windshield and/or walk-through inspections to determine whether there may be lease violations, adverse conditions or local code violations.

Playground inspections are conducted weekly to determine playground safety.

Building exterior and grounds inspections are conducted at all Public Housing properties to determine hazardous conditions as well as to assist in budget preparation.



Emergency Inspections

Housing management staff may initiate an emergency inspection report to generate a work order if they believe that an emergency exists in the unit or on a Public Housing site. In addition, staff may conduct an emergency inspection without a work order and generate a work order after the inspection has been conducted (see Entry of Premises Notice in this chapter.) Repairs are to be completed within 24 hours from the time the work order is issued.

Emergency Repairs to be Completed in Less than 24 Hours

The following items are to be considered emergency in nature and require immediate (less than 24 hour) repair or abatement:

- Broken window glass that affects unit security, is a cutting hazard, or occurs within inclement weather (to be secured or abated)
- Escaping gas
- Plumbing leaks that have the capacity to create flooding or cause damage to the unit
- Natural gas leaks or smell of fumes
- Backed-up sewage
- Electrical hazard
- Inoperable SNRHA-owned air conditioner/heater (seasonal)
- Inoperable smoke detectors will be treated as a 24-hour emergency and will be made operable by the SNRHA if the smoke detector is in need of repair. Residents who disengage smoke detectors will be charged (see Schedule of Charges posted.)
- Lock-outs – Subject to the resident paying the cost for responding.

Entry of Premises Notices

The SNRHA will give prior written notice for non-emergency inspections. Non-emergency entries to the unit will be made during reasonable hours of the day.

The SNRHA will provide the family with 48 hour notice prior to entering the unit for non-emergency reasons other than the annual inspection.

An inspection may not be conducted if there are minors and no adult (required to show identification) present in the unit during the inspection.



If no person is at home, the staff will enter the unit and conduct the inspection and will leave a written notice to the resident explaining the reason the unit was entered and the date and time.

A written notice specifying the purpose for non-emergency entry into the unit will be delivered to the premises at least 2 days before entry.

Where the SNRHA is conducting regular annual inspection of its housing units, the family will receive reasonable advance notice of the inspection to allow the family to prepare and be able to pass the inspection.

Reasons the SNRHA will enter the unit are:

- Inspections and maintenance
- To make improvements and repairs
- To show the premises for leasing
- In cases of emergency

The family must call the SNRHA at least 24 hours prior to the scheduled date of inspection to reschedule the inspection, if necessary.

The SNRHA will reschedule the inspection no more than once unless the resident has a verifiable medical reason which has hindered the inspection. The SNRHA may request verification.

Repairs requested by the family will not require prior notice to the family. Residents are notified in the lease that resident-requested repairs presume permission for the SNRHA to enter. The resident may specify at the time of request for repair or maintenance that they be present. SNRHA will take reasonable measures to comply with the residents request; however known deficiencies must be corrected.

Non-Inspection Emergency Entry

The SNRHA staff will allow access to the unit to proper authorities when issues of health or safety of the tenant are concerned.

Family Responsibility to Allow Inspection

The SNRHA must be allowed to inspect the unit at reasonable times with reasonable notice. If the resident refuses to allow the inspection, the resident will be in violation of the lease.

ⁱ 24 CFR §§ 960.205 (b) and 966.4(a)(1)(v)



Chapter 10

PET POLICY

[24 CFR 5.309]

INTRODUCTION

This chapter explains the SNRHA's policies on the keeping of pets and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of the SNRHA to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the SNRHA.

The purpose of this policy is to establish the SNRHA's policy and procedures for ownership of pets and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. It also establishes reasonable rules governing the keeping of common household pets.

Residents will comply with the dwelling lease, which requires that no animals or pets of any kind be permitted on the premises without prior written approval of the SNRHA.

Nothing in this policy or the dwelling lease limits or impairs the right of persons with disabilities to own animals that are used to assist them.

The SNRHA Pet **Policy Deposits, Fees, and Restrictions** does not apply to Assistance Animals. An Assistance Animal is an animal that is needed as a reasonable accommodation for persons with disabilities.

In accordance with Section 526 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), SNRHA hereby sets forth rules and regulations concerning pet ownership in its public housing units. Only "common household pets" as defined herein will be permitted in SNRHA owned properties.

A common household pet, for the purposes of SNRHA's conventional housing program: A domesticated animal, such as a dog, cat, bird, or fish that is traditionally kept in the home for pleasure rather than for commercial or breeding purposes. Common household pet does not include reptiles. This definition shall not include animals that are used to assist persons with disabilities.

Residents may own up to two pets as defined in this policy. If one of the pets is a dog or cat, the second pet must be contained in a cage or an aquarium for fish. Each bird or other animal, other than fish, shall be counted as one pet.



Animals That Assist Persons with Disabilities

Only rules related to the health of the animal, the responsibility of the animal’s owner to clean up after the animal and prevent the animal from disturbing others will be applied to animals that assist persons with disabilities.

To meet these exclusions, the resident/pet owner must provide SNRHA with the means to verify that:

That there is a person with disabilities in the household; and

That if the animal is needed because of the person’s disability.

A. MANAGEMENT APPROVAL OF PETS

All pets must be approved in advance by the SNRHA management. The pet owner must enter into a Pet Agreement with the SNRHA; pay the pet deposit as follows:

DEPOSIT SCHEDULE:

| Type of Pet | Deposit |
|--|---------|
| Dog | \$200 |
| Cat | \$200 |
| Fish Aquarium | \$50.00 |
| Fish Bowl (Requires no power and no larger than 2 gallons) | \$0 |
| Caged pets (birds, gerbils, hamsters) | \$50.00 |
| | |

See Sections D and E following for other management requirements.

B. STANDARDS FOR PETS

Pet rules as outlined below will not be applied to animals that assist persons with disabilities however rules related to the health of the animal, the responsibility of the animal’s owner to clean up after the animal and prevent the animal from disturbing others will be applied to animals that assist persons with disabilities.

Types of Pets Allowed

No pets except the following will be acceptable:



Dogs

Maximum number: 1
Maximum adult weight: 30 pounds
Maximum height: 20" at shoulder at full growth
Must be spayed or neutered and housebroken
Must have all required inoculations
Must be licensed as specified now or in the future by State law and local ordinance

Cats

Maximum number: 1
Must be spayed or neutered
Must have all required inoculations
Must be trained to use a litter box or other waste receptacle. Cardboard boxes are not acceptable and will not be approved. The resident shall not permit refuse from litter boxes to accumulate, become odorous, to become unsightly, or unsanitary.
Must be licensed as specified now or in the future by State law or local ordinance

Birds

Maximum number: 2
Must be enclosed in a cage at all times

Fish

Maximum aquarium size: 50 gallons
Must be maintained on an approved stand

Rodents (guinea pig, hamster, or gerbil ONLY)

Maximum number: 1
Must be enclosed in an acceptable cage at all times



Types of Pets Not Allowed

Common household pets permitted in dwelling units do not include:

Exotic pets or barnyard animals are prohibited. Exception may be made for certain species of pigs utilized as bonafide “service animals”. (Snakes and reptiles are considered exotic pets.)

Animals who would be allowed to produce offspring for sale

Wild animals, feral animals, and any other animals that are not amenable to routine human handling

Animals of species commonly used on farms

Non-human primates (unless as an assistive animal to a person with disabilities)

Animals whose climatological needs cannot be met in the unaltered environment of the individual dwelling unit

Pot-bellied pigs

Snakes, spiders, reptiles, and chickens

The following restrictions apply to pets, based on weight, size and inherent dangerousness, including prohibitions against the keeping of:

Any animal whose weight could exceed 30 pounds by adult hood

Dogs of the pit bull, Rottweiler, chow, or boxer breeds

Ferrets or other animals whose natural protective mechanisms pose a risk to small children of serious bites and lacerations

Hedgehogs or other animals whose protective instincts and natural body armor produce a risk to children of serious puncture injuries.

Chicks, turtles or other animals that pose a significant risk of salmonella infection to those who handle them

Pigeons, doves, mynah birds, psittacine birds, and birds of other species that are hosts to the organisms causing psittacosis in humans

Tenants are not permitted to have more than one *type* of pet.



C. PETS TEMPORARILY ON THE PREMISES

Pets which are not owned by a tenant will not be allowed; although service animals of persons with disabilities who are visiting the unit are permitted.

Residents are prohibited from feeding or harboring stray animals.

This rule excludes visiting pet programs sponsored by a humane society or other non-profit organization and approved by the SNRHA.

State or local laws governing pets temporarily in dwelling accommodations shall prevail.

D. REGISTRATION, ADMINISTRATION, AND OTHER RESTRICTIONS

Registration of Pets

1. Pets must be registered with the SNRHA before they are brought onto the premises. Registration includes certificate signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free. This provision applies to assistive animals for persons with disabilities.
2. Registration must be renewed and will be coordinated with the annual recertification date and proof of license and inoculation will be submitted at least 30 days prior to annual reexamination. This provision applies to assistive animals for persons with disabilities.
3. Dogs and cats must be spayed or neutered. This provision applies to assistive animals for persons with disabilities.
4. Execution of a Pet Agreement with the SNRHA stating that the tenant acknowledges complete responsibility for the care and cleaning of the pet will be required.
5. Approval for the keeping of a pet shall not be extended pending the completion of these requirements.
6. Registration for each animal is to be accomplished by the filing of the following disclosures and forms:
 - a. A health certificate prepared by a veterinarian (including attestations of no communicable disease and of spaying or neutering or of a medical condition precluding spaying or neutering)
 - b. Documentation of current rabies vaccination for species subject to state or local rabies vaccination requirements



- c. Copy of the license issued by the applicable municipality for “ownership” of each animal for whom licensing is a legal requirement
- d. Name, address and telephone number of a veterinarian who will be providing regular care
- e. Name of the adult household member who will be primarily responsible for animal care

Refusal to Register Pets

1. The SNRHA may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the SNRHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with HUD Notice requirements.
2. The SNRHA will refuse to register a pet if:
 - a. The pet is not a common household pet as defined in this policy;
Keeping the pet would violate any House Pet Rules;
 - b. The pet owner fails to provide complete pet registration information or fails to update the registration annually;
 - c. The SNRHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

A resident who cares for another resident's pet must notify the SNRHA and agree to abide by all of the pet rules in writing.

Pet Agreement

Execution of a Pet Agreement will be required, under which the resident acknowledges:

1. The right of management to enter dwelling unit when there is evidence that an animal left alone is in danger or distress
2. The right of management to seek impoundment and sheltering of any animal found to be maintained in violation of housing rules, pending resolution of any dispute regarding such violation
3. Receipt of a copy of all animal-related requirements and restrictions administered by management



4. In the context of public housing, that failure to abide by any animal-related requirement or restriction constitutes a violation of the “Tenant Obligations” appearing at 24 CFR 966.4(f)(4) and, therefore, grounds for lease termination pursuant to 24 CFR 966.4(k)(2)

Other Restrictions

The following other restrictions also apply:

1. A prohibition on the keeping of animals by any resident convicted of a felony or of a misdemeanor relating to treatment of an animal
2. A prohibition on the keeping of any dog or cat over six months of age who is not spayed or neutered
3. A prohibition against keeping animals in any dwelling unit having no air conditioning in which ambient temperatures may exceed 82 degrees at any time of day or night.
4. A restriction against walking or transporting any animal outside of the dwelling unit without use of a leash no longer than five (5') feet or animal transport enclosure.
5. A prohibition against allowing animals on any premises outside of the dwelling unit unaccompanied by a family member, including homeless animals that are being fed or otherwise supported by residents.
6. A prohibition against the tethering or chaining of animals outside of or within the dwelling unit.
7. A prohibition of feeding any dog and/or cat outside the unit.
8. A restriction against subjecting animals to any surgical procedure, such as de-barking or de-clawing, that is typically performed as a substitute for correcting environmental deficiencies and providing proper supervision, or that can render animals abnormally aggressive
9. A requirement for the prompt removal of animal feces deposited in any common area
10. A requirement for regular removal and replacement of litter used in litter boxes or in animal enclosures maintained within dwelling units
11. A requirement for implementation of effective flea control by measures that produce no toxic hazard to children who may come into contact with treated animals



12. Pets are to be restrained so that maintenance can be performed in the unit. The resident **shall**, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters a unit where an animal is not restrained, maintenance shall not be performed, and the resident pet owner shall be charged a fee of \$25.00. If the situation occurs again, the pet shall be removed from the premises. The Housing Authority shall not be responsible if any animal escapes from the residence due to its maintenance, inspections, or other activities.

State and local public health and anti-cruelty laws are applicable. All complaints of cruelty and all dog bites will be referred to the relevant animal control or police agency for investigation and enforcement.

E. ADDITIONAL FEES AND DEPOSITS FOR PETS

SNRHA requires a refundable pet deposit of \$200 for dogs and cats subject to charges for pet associated damage.

SNRHA requires a non-refundable pet fee for dogs of \$50 annually to defray the cost of providing pet waste receptacles and equipment as well as pet waste clean-up costs associated with the overall upkeep of the community. Residents are expected to properly dispose of pet waste.

SNRHA will allow gradual payment of the deposit in accordance with the following:

- An initial payment of \$50 on or prior to the date the pet is properly registered and brought into the apartment; and
- Monthly payments in an amount no less than \$50 until the specified deposit has been paid.

SNRHA will allow gradual payment of the pet fee in accordance with the following:

- An initial payment of \$10.00 due by the effective date of the annual recertification and up to four additional installments of \$10.00.

The SNRHA reserves the right to change or increase the required deposit by amendment to these rules.

The SNRHA will refund the pet deposit to the tenant, less any damage caused by the pet to the dwelling unit, upon removal of the pet or the owner from the unit. Pet fees are non-refundable.



The SNRHA will return the pet deposit to the former tenant or to the person designated by the former tenant in the event of the former tenant's incapacitation or death.

The SNRHA will provide the tenant or designee identified above with a written list of any charges against the pet deposit. If the tenant disagrees with the amount charged to the pet deposit, the SNRHA will provide a meeting to discuss the charges.

All reasonable expenses incurred by the SNRHA as a result of damages directly attributable to the presence of the pet in the community will be the responsibility of the resident, including:

- The cost of repairs and replacements to the resident's dwelling unit;
- Fumigation of the dwelling unit;
- Common areas of the community.

Pet deposits are not a part of rent payable by the resident.

F. ALTERATIONS TO UNIT

Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal. Installation of pet doors is prohibited.

G. PET WASTE REMOVAL CHARGE

A separate pet waste removal charge of \$25 per occurrence will be assessed against the resident for violations of the pet policy.

Pet waste removal charges are not part of rent payable by the resident.

All reasonable expenses incurred by the SNRHA, as the result of damages directly attributable to the presence of the pet will be the responsibility of the resident, including:

The cost of repairs and replacements to the dwelling unit;

Fumigation of the dwelling unit.

If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current charge.

If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount, which exceeds the pet deposit.

The pet deposit will be refunded when the resident moves out or no longer have a pet on the premises, whichever occurs first.

The expense of flea disinfestations shall be the responsibility of the resident.



H. PET AREA RESTRICTIONS

Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash and under the control of the resident or other responsible adult individual at all times.

Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

I. NOISE

Pet owners must control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.

J. CLEANLINESS REQUIREMENTS

Litter Box Requirements.

All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin.

Litter shall not be disposed of by being flushed through a toilet.

Litter boxes shall be stored inside the resident's dwelling unit.

Removal of Waste from Other Locations.

The Resident/Pet Owner shall be responsible for the removal of waste by placing it in a sealed plastic bag and disposing of it in an outside trash bin.

Any unit occupied by a dog, cat, or rodent will be fumigated at the time the unit is vacated or during regularly scheduled extermination of the unit.

The resident/pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

K. PET CARE

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of 10 consecutive hours.

All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.



Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

L. RESPONSIBLE PARTIES

The resident/pet owner will be required to designate a responsible party for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

M. INSPECTIONS

The SNRHA may, after reasonable notice to the tenant during reasonable hours, enter and inspect the premises, in addition to other inspections allowed.

N. TERMINATION OF TENANCY

The SNRHA may initiate procedures for termination of tenancy based on a pet rule violation if:

The pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; and

The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

O. PET REMOVAL

If the death or incapacity of the pet owner threatens the health or safety of the pet, or other factors occur that render the owner unable to care for the pet, the situation will be reported to the Responsible Party designated by the resident/pet owner. This includes pets that are poorly cared for or have been left unattended for over 10 consecutive hours.

If the responsible party is unwilling or unable to care for the pet, or if the SNRHA after reasonable efforts cannot contact the responsible party, the SNRHA may contact the appropriate State or local agency and request the removal of the pet.

If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.

P. EMERGENCIES

The SNRHA will take all necessary steps to insure that symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals.



If it is necessary for the SNRHA to place the pet in a shelter facility, the cost will be the responsibility of the tenant/pet owner. Pets that become vicious, display aggressive behavior are subject to referral to appropriate State or Local agency.

Chapter 11

RECERTIFICATIONS

[24 CFR 5.613, 24 CFR 5.61524 CFR Part 960 Subpart C,
5.657, 880.603, 884.218, 886.124, 886.324, 891.410, 891.610,
891.750, 960.257, 982.516]

INTRODUCTION

HUD requires that PHA's offer all families the choice of paying income-based rent or flat rent at least annually. Families who choose to pay flat rent **or families who receive a verifiable fixed income** are required to complete a reexamination of income, deductions and allowances at least once every three years. Flat rent **or fixed income** families must still report family composition and community service requirements on an annual basis.

To determine the amount of income-based rent, it is necessary for SNRHA to perform a reexamination of the family's income annually. At the annual reexamination, families who choose to pay income-based rent must report their current household composition, income, deductions and allowances. Between regular annual reexaminations, HUD requires that families report all changes in household composition, but SNRHA decides what other changes must be reported and the procedures for reporting them.

This chapter defines SNRHA's policy for conducting annual reexaminations. It also explains the interim reporting requirements for families, and the standards for timely reporting.

A. ELIGIBILITY FOR CONTINUED OCCUPANCY

Residents who meet the following criteria will be eligible for continued occupancy:

Qualify as a family as defined in this policy;

Are in full compliance with the resident obligations and responsibilities described in the dwelling lease;

Have provided Social Security numbers on all family members or have certifications on file indicating they have no Social Security number.

Whose family members have submitted required citizenship/eligible immigration status/non-contending documents. Who meet HUD standards on citizenship or immigration status or are paying a pro-rated rent.

Who are in compliance with the SNRHA's community service requirements.

Whose adult family members have passed an annual criminal screening.

Remaining Family Members and Prior Debt

1. Remaining family members age 18 years or older will be held responsible for arrearages incurred by the former head or spouse. SNRHA will not hold remaining family members (other than the head or spouse) responsible for any portion of the arrearage incurred before the remaining member attained age 18.

Exceptions may be made for extenuating circumstances or hardship.

2. Remaining family members under age 18 shall not be held responsible for the rent arrearages incurred by the former head of household.

B. ANNUAL RECERTIFICATIONS

The terms "annual recertification" and "annual reexamination" are synonymous.

In order to be recertified, families are required to provide current and accurate information on income, assets, allowances and deductions, and family composition. The annual recertification of family income and composition will be conducted the staff.

Families who choose flat rent **and families who receive fixed income** are to be recertified every three years. SNRHA staff will mail annual information packages to families and may schedule an interview if additional information is needed.

Annual recertifications are scheduled; by the anniversary of their admission date.

Admission Anniversary System:

For families who move in on the first of the month, the annual recertifications will be completed within 12 months of the anniversary of the move-in date. (Example: If family moves in August 1, the annual recertification will be conducted **at most 120 days prior** to be effective on August 1, the following year.)

For families who move in during the month, the annual recertifications will be completed no later than the first of the month in which the family moved in, the following year.

(Example: If family moves in August 15, the effective date of the next annual recertification is August 1.)

When families move to another dwelling unit, the annual recertification date will not change.

Special Reexaminations: When it is not possible to estimate family income accurately, a temporary determination will be made with respect to income and a special reexamination will be scheduled every 90 days until a reasonably accurate estimate of income can be made.

Special reexaminations shall be conducted when there is a change in the head of household that requires a remaining family member to take on the responsibilities of a leaseholder.

Special Reexamination Following Income Disallowance: When a family qualifies for an earned income disallowance, a special reexamination will occur at the end of the initial 12 month disallowance period and at the end of the **second 12 month disallowance period phase-in period**.

Zero/Extremely Low Income Families: Unless the family has income that is excluded from rent computation, families who report zero income or extremely low income will have the income be re-verified through EIV every 90 days for income changes and are further required to complete a written no/low income certification every 180 days and undergo an interim

recertification every 180 days. (See Other Interim Reporting Issues below).

Recertification Notice to the Family

All families will be notified of their obligation to recertify by staff delivery or first class mail. The written notification shall be sent at least 120 calendar days in advance of the scheduled annual recertification date specifying the date and time of the appointment and the required documents that the tenant will need to supply.

During this reexamination period, the family will be given the option to choose flat rent or income-based rent. SNRHA will provide a form that states what the flat rent would be and what the family's income-based rent would be. The family will be required to make a choice and sign the form prior to the effective date of their reexamination. The form will be retained in the tenant's file.

If the family chooses flat rent, an annual recertification is required to verify community service requirements and family composition. Recertification of income is only required every three years.

Notification of the flat rent and an approximate amount of the income based rent, based on the last certification, and is sent at least 120 days in advance of the scheduled annual certification.

Families that have paid a flat rent for three years must complete a full certification process to determine accurate information regarding family composition and income. The family may choose to pay a flat rent or the income based rent annually.

Persons with Disabilities

If requested as an accommodation by a person with a disability, the SNRHA will provide the notice in an accessible format. The SNRHA will also mail the notice to a third party, if requested as reasonable accommodation for a person with disabilities. These accommodations will be granted upon verification that they meet the need presented by the disability.

Persons with disabilities, who are unable to come to the SNRHA's office will be granted an accommodation of conducting the interview at the person's home, upon verification that the accommodation requested meets the need presented by the disability.

Collection of Information

The family is required to complete the Application for Continued Occupancy –Personal Declaration. Each adult member who reports no income or very low income will also be required to complete the Personal Declaration Form – No Income Questionnaire. Update form may be used for Interims.

Requirements to Attend

The following family members will be required to attend the recertification interview and sign **the personal declaration** along with other required forms:

- The head of household, spouse, co-head, and

- All adult household members, age 18 and older.

If the head of household is unable to attend the interview, the appointment will be rescheduled one time at the family's request.

Failure to Respond to Notification to Recertify

The written notification will explain which family members are required to attend the recertification interview. The family may call to request another appointment date up to 2 calendar days prior to the interview.

If the family does not appear for the recertification interview, and has not rescheduled or made prior arrangements with the SNRHA, the SNRHA will reschedule a second appointment.

If the family fails to appear for the second appointment, and has not rescheduled or made prior arrangements, the SNRHA will not schedule a third appointment. If a household fails to complete annual recertification, **they will receive a 30 day notice of lease termination for non-compliance with the recertification process. ~~their housing subsidy will be removed and they will be charged the flat rent for their unit as of the effective date of the household's annual recertification.~~**

If the family schedules an appointment and completes annual recertification requirements within thirty days of the effective date of the household's annual recertification, the annual recertification will be completed and the household's rent will be based on the income.

Exceptions to these policies may be made by the Asset Manager if the family is able to document an emergency situation that prevented them from canceling or attending the appointment.

Documents Required From the Family

In the notification letter to the family, the SNRHA will include instructions for the family to bring the following:

- Application for Continued Occupancy form Personal Declaration Form completed by head of household

- Documentation of income for all family members

- Documentation of assets

- Documentation to substantiate any deductions or allowances

- Documentation of family composition

- Picture identification for adults 18 years of age or older

- Other required documents on new family members, such as SSN or citizenship requirements

- Documentation of community service requirements

- Self-Declaration form when adult members 18 and over are declaring no income or

very low income. (Except those 62 years and older/or disabled or enrolled in educational or approved training programs.)

SNRHA will require a print out of utility bills for three months to be submitted for residents claiming zero income.

Verification of Information

All information which affects the families continued eligibility for the program, and the family's Total Tenant Payment (TTP) will be verified in accordance with the verification procedures and guidelines described in this Policy. Verifications used for recertification must be less than 120 days old on the effective date of the recertification. All verifications will be placed in the file, which has been established for the family.

When the information has been verified, it will be analyzed to determine:

The continued eligibility of the resident as a *family* or as the *remaining member* of a family;

The unit size required by the family;

The amount of rent the family should pay.

Changes in the Tenant Rent

If there is any change in rent, including change in family's choice in rent, the lease will be amended, or a new lease will be executed, or a Notice of Rent Adjustment will be issued [24 CFR 966.4(c) & (o)].

Tenant Rent Increases

If tenant rent increases, a 30-day notice will be mailed to the family prior to the family's annual recertification date.

If less than 30 days are remaining before the family's annual recertification date, the tenant rent increase will be effective on the first of the second month following the thirty day notice.

If there has been a misrepresentation or a material omission by the family, or if the family causes a delay in the recertification processing, there will be a retroactive increase in rent to the family's annual recertification date.

Tenant Rent Decreases

If tenant rent decreases, it will be effective on the family's annual recertification date.

If the family causes a delay so that the processing of the recertification is not complete by the family's annual recertification date, rent change will be effective on the first day of the month following completion of the recertification processing by the SNRHA.

If tenant rent decreases and the change occurred within a month prior to the Recertification appointment, but the family did not report the change as an interim Adjustment, the decrease will be effective on the recertification anniversary date.

C. REPORTING INTERIM CHANGES

Families must report all changes in household composition and increases in income/assets

in writing within 10 calendar days to the SNRHA between annual recertifications. This includes additions due to birth, adoption and court-awarded custody. The family must obtain SNRHA approval prior to all other additions to the household.

When there is a change in head of household or a new adult household member is added, the head of household will complete an application for continued occupancy – personal declaration or update form and recertify-revify, using the same procedures the SNRHA staff would use for an annual recertification, except for effective dates of changes. In such case, the Interim Recertification Policy would be used.

The annual recertification date will not change as a result of this action.

The U.S. citizenship/eligible immigrant status of additional family members must be declared and verified prior to the approval by the SNRHA of the family member being added to the lease.

Increases in Income to be Reported and Rent Adjustments

Families paying flat rent are not required to report any increases in income or assets between the recertification periods.

Families paying an income-based rent must report all increases in income/assets of all household members to the SNRHA in writing within 10 calendar days of the occurrence.

Families are required to report the following increases in income:

- Increases in income because a person with income joins the household;
- Increases in household income which comes as a result of a new income source.
- Increases in household income that was not anticipated at the annual recertification period.

Families who receive Social Security, Social Security Disability, pensions or Supplemental Security Income (SSI) are **not** required to report their annual increase when it occurs. ~~The SNRHA will not increase the family's total tenant payment until their next regularly scheduled annual except when an interim recertification is necessary as a result of any other changes listed in the "Reporting Requirements" section of this chapter.~~

SNRHA will process rent adjustments for all increases in income, which are reported between regularly scheduled recertifications.

Rent increases (except those due to misrepresentation) require 30 days' notice.

Decreases in Income and Rent Adjustments

Residents may report a decrease in income and other changes, such as an increase in allowances or deductions which would reduce the amount of the total tenant payment.

The SNRHA will process the rent adjustment unless the SNRHA confirms that the decrease in income will last less than 30 calendar days.

Decreases in tenant rent will be effective the first day of the month following the month in which the change is reported in writing to the SNRHA. If verification cannot be obtained prior to the end of the month in which the change is reported, the decrease will be made

retroactive to the first day of the month following the month in which the change is reported.

D. INCOME CHANGES RESULTING FROM WELFARE PROGRAM REQUIREMENTS

The SNRHA will not reduce the public housing rent for families whose welfare assistance is reduced specifically because of:

Fraud; or

Failure to participate in an economic self-sufficiency program; or

Noncompliance with a work activities requirement

However, the SNRHA will reduce the rent if the welfare assistance reduction is a result of:

The expiration of a lifetime time limit on receiving benefits; or

A situation where the family has complied with welfare program requirements but cannot or has not obtained employment, such as:

The family has complied with welfare program requirements, but the durational time limit, such as a cap on the length of time a family can receive benefits, causes the family to lose their welfare benefits.

Verification before Denying a Request to Reduce Rent

The SNRHA will obtain written verification from the welfare agency stating that the family's benefits have been reduced for fraud or noncompliance *before* denying the family's request for rent reduction.

Cooperation Agreements

The SNRHA has a written cooperation agreement in place with the local welfare agency which assists the SNRHA in obtaining the necessary information regarding welfare sanctions.

The SNRHA has taken a proactive approach to culminating an effective working relationship between the SNRHA and the local welfare agency for the purpose of targeting economic self-sufficiency programs throughout the community that are available to public housing residents.

The SNRHA and the local welfare agency have mutually agreed to notify each other of any economic self-sufficiency and/or other appropriate programs or services that would benefit public housing residents.

E. OTHER INTERIM REPORTING ISSUES

Residents are required to report all changes in family composition or status to SNRHA in writing within 10 calendar days of the occurrence. Failure to report within the 10 calendar days may result in a retroactive rent increase, but not a retroactive credit or rent reduction. In order to qualify for rent reductions, residents must report and verify income decreases promptly.

An interim recertification will be scheduled for families with zero income or extremely low income every 180 days. Once income is reported recertification will cease until annual

recertification time.

An interim reexamination will be scheduled for families with zero or extremely low- income every 180 days. Unless the family has income that is excluded from rent computation, families who report zero income or extremely low income will have the income be re-verified through EIV every 90 days for income changes and are further required to complete a written no/low income certification every 180 days and undergo an interim recertification every 180 days, until they have a stable income. If any increases in income are indicated in any of the above information or other verification, then the family will be reviewed for an interim and the rent will be adjusted accordingly.

Monetary or non-monetary contributions from persons not residing in the dwelling unit for any purpose other than the payment or reimbursement of medical expenses shall be considered income. Families that report zero or extremely low income will be required to provide information regarding their means of basic subsistence, such as food, utilities, transportation, etc.

SNRHA Errors

If the SNRHA makes a calculation error at admission to the program or at an annual recertification, an interim recertification will be conducted to correct the error, but the family will not be charged retroactively. Any decrease in rent will be made retroactive.

False or Incomplete Information Supplied by Family

For families whose rent has been based on false or incomplete information supplied by The applicant/resident family, an interim recertification will be conducted upon notice by The SNRHA. Any increase in TTP and tenant rent will be retroactive.

F. TIMELY REPORTING OF CHANGES IN INCOME (AND ASSETS)

Standard for Timely Reporting of Changes

The SNRHA requires that families report interim changes to the SNRHA in writing within ten calendar days of when the change occurs. Any information, document or signature needed from the family which is needed to verify the change must be provided within 3 calendar days of reporting the change.

If the change is not reported within the required time period, or if the family fails to provide signatures, certifications or documentation, (in the time period requested by the SNRHA), it will be considered untimely reporting.

Procedures When the Change is Reported in a Timely Manner

The SNRHA will notify the family of any changes in Tenant Rent to be effective according to the following guidelines:

Increases in the Tenant Rent is effective on the first of the month following at least thirty days' notice.

Decreases in the Tenant Rent are effective the first of the month following the month in which the change is reported.

The change may be implemented based on documentation provided by the family,

pending third party written verification.

Procedures when the Change is not Reported by the Tenant in a Timely Manner

If the family does not report the change as described under Timely Reporting, the family will have caused an unreasonable delay in the interim recertification processing and the following guidelines will apply:

Increase in Tenant Rent will be effective retroactive to the date it would have been effective had it been reported on a timely basis. The family will be liable for any underpaid rent, utility reimbursement payment for which they would not have been eligible to receive and may be required to sign a Repayment Agreement in accordance with SNRHA repayment policy.

Decrease in Tenant Rent will be effective on the first of the month following completion of processing by the SNRHA and not retroactively.

Procedures when the Change is not processed by the SNRHA in a Timely Manner

"Processed in a timely manner" means that the change goes into effect on the date it should when the family reports the change in a timely manner. If the change cannot be made effective on that date, the change is not processed by the SNRHA in a timely manner.

Therefore, an increase will be effective after the required 30 days' notice prior to the first of the month after completion of processing by the SNRHA.

If the change resulted in a decrease, the overpayment by the family will be calculated retroactively to the date it should have been effective, and the family will be credited for the amount.

G. REPORTING OF CHANGES IN FAMILY COMPOSITION

All changes in family composition must be reported within 10 business days of the occurrence in writing.

The members of the family residing in the unit must be approved by the SNRHA. The family must inform the SNRHA and request approval of additional family members other than additions due to birth, adoption, or court-awarded custody before the new member occupies the unit.

The proposed new adult family members will be screened by SNRHA, according to the screening criteria in accordance with the criteria for eligibility and admission, prior to approval.

The SNRHA will not approve the addition of family members other than by birth, adoption, marriage or court-awarded custody where the occupancy standards would require a larger size unit.

An exception will be granted if the family has submitted a Self-Certification of Physical Custody of Minor Child/Children or an Appointment of Temporary Guardian to the SNRHA. If either of these forms has been submitted, the SNRHA will also require that the family has initiated legal proceedings for guardianship or legal custody. SNRHA must receive a court awarded guardianship or custody is received within 365 calendar days. Failure shall result in the deduction being removed; and any income still being

received shall be counted.

If an adult family member is declared permanently absent by the head of household, the notice must contain a certification by the head or co-head of household or spouse that the member (who may have been the head of household) removed is permanently absent.

The head of household must provide a statement that the head or co-head of household or spouse will notify the SNRHA if the removed member returns to the household for a period longer than the visitor period allowed in the lease.

Increase in Family Size

The SNRHA will consider a unit transfer (if needed under the Occupancy Guidelines) for additions to the family in the following cases:

Addition by marriage/or marital-type relation.

Addition of a minor who is a member of the nuclear family who had been living elsewhere.

Addition of a SNRHA-approved live-in attendant. Addition due to birth, adoption or court-awarded custody.

Families who need a larger sized unit because of voluntary additions identified above will be placed on the Transfer List at their next regularly scheduled recertification; unless it creates a health and safety hazard upon approval of the Director of Operations.

Definition of Temporarily/Permanently Absent

The SNRHA must compute all applicable income of every family member who is on the lease, including those who are temporarily absent.

Income of persons permanently absent will not be counted. If the spouse is temporarily absent and in the military, all military pay and allowances (except hazardous duty pay when exposed to hostile fire and any other exceptions to military pay HUD may define) is counted as income.

It is the responsibility of the head of household to report changes in family composition. The SNRHA will evaluate absences from the unit in accordance with this policy.

Absence of Entire Family

These policy guidelines address situations when the family is absent from the unit, but has not moved out of the unit. In cases where the family has moved out of the unit, the SNRHA will terminate tenancy in accordance with the appropriate lease termination procedures contained in this Policy.

Families are required to notify the SNRHA before they move out of a unit in accordance with the lease and to give the SNRHA information about any family absence from the unit.

Families must notify the SNRHA if they are going to be absent from the unit for more than 14 consecutive days. A person with a disability may request an extension of time as an accommodation.

"Absence" means that no family member is residing in the unit.

In order to determine if the family is absent from the unit, the SNRHA may:

- Conduct home visit
- Write letters to the family at the unit Post letters on exterior door Telephone the family at the unit Interview neighbors
- Verify if utilities are in service
- Check with Post Office for forwarding address
- Contact emergency contact

As a reasonable accommodation for a person with a disability, the SNRHA may approve an extension. (See Absence Due to Medical Reasons below for other reasons to approve an extension.) During the period of absence, the rent and other charges must remain current.

If the absence which resulted in termination of tenancy was due to a person's disability, and the SNRHA can verify that the person was unable to notify the SNRHA in accordance with the lease provisions regarding absences, and if a suitable unit is available, the SNRHA may reinstate the family as an accommodation if requested by the family.

If the dwelling unit is deemed abandoned by the tenant, SNRHA shall take possession of the unit and any of the tenant's possessions remaining in the unit, in accordance with the lease. Property abandoned by the tenant may be disposed of by SNRHA in accordance with Nevada State law, NRS 118A and SNRHA procedures.

Absence of Any Member

Any member of the household will be considered permanently absent if s/he is away from the unit for three consecutive months except as otherwise provided in this Chapter.

Absence due to Medical Reasons

If any family member leaves the household to enter a facility such as hospital, nursing home, or rehabilitation center, the SNRHA will seek advice from a reliable qualified source as to the likelihood and timing of their return. If the verification indicates that the family member will be permanently confined to a nursing home, the family member will be considered permanently absent and removed from the lease. If the verification indicates that the family member will return in less than 180 consecutive days, the family member will not be considered permanently absent, as long as rent and other charges remains current.

If the person who is determined to be permanently absent is the sole member of the household, assistance will be terminated in accordance with the SNRHA's "Absence of Entire Family" policy.

Temporary caretaker request must be provided by the resident and verified by a medical provider. The status must be updated every thirty (30) days. The SNRHA will review the request and verified reasons for the caretaker during an extended medical hardship. Approval of the caretaker to occupy the unit for a period beyond 2 weeks will require prior approval by

the Asset Manager.

Absence due to Incarceration

If a sole member is incarcerated for more than 30 consecutive days, s/he will be considered permanently absent. Any member of the household, other than the sole member, will be considered permanently absent if s/he is incarcerated for 30 consecutive days. The rent and other charges must remain current during this period.

The SNRHA will determine if the reason for incarceration is for drug-related or criminal activity which would threaten the health, safety and right to peaceful enjoyment of the dwelling unit by other residents. If the offense is drug related or criminal activity that violates the lease and policy, the lease will be terminated.

Foster Care and Absences of Children

If the family includes a child or children temporarily absent from the home due to placement in foster care, the SNRHA will determine from the appropriate agency when the child/children will be returned to the home.

If the time period is to be greater than 3 months 180 days from the date of removal of the child(ren), the family will be required to move to a smaller size unit. If all children are removed from the home permanently, the unit size will be reduced in accordance with the SNRHA's occupancy guidelines.

Absence of Adult

If neither parent remains in the household and the SNRHA and the appropriate agency has determined that another adult is to be brought into the assisted unit to care for the children for an indefinite period, the SNRHA will treat that adult as a visitor for the first 30 calendar days.

If the appropriate agency cannot confirm the guardianship status of the caretaker, the SNRHA will review the status at 30 calendar day intervals.

If the court has not awarded custody or legal guardianship, but the action is in process, SNRHA will secure verification from social services staff or the attorney as to the status. If by the end of that period, court-awarded custody or legal guardianship has been awarded to the guardian, and the guardian qualifies under Tenant Suitability criteria, the lease will be transferred to the guardian.

The caretaker will be allowed to remain in the unit, as a visitor, until a determination of custody is made.

SNRHA will transfer the lease to the guardian, in the absence of a court order, if the guardian qualifies under the Tenant Suitability criteria and has been in the unit for more than 30 days and it is reasonable to expect that custody will be granted.

When the SNRHA approves a person to reside in the unit as caretaker for the child/ren, the income should count pending a final disposition. The SNRHA will work with the appropriate service agencies to provide a smooth transition in these cases.

If a member of the household is subject to a court order that restricts him/her from the home for more than 180 days, the person will be considered permanently absent.

If an adult child goes into the military and leaves the household, they will be considered

permanently absent.

Absence of Spouse or Secondary Wage earner

The absence of the spouse or secondary wage earner must be verified by third-party documentation unless so verified per 24CFR 5.609(2) all income must be included.

Full-Time Students

Full time students who attend school away from the home will be treated in the following manner:

A student (other than head of household or spouse) who attends school away from home but lives with the family during school recesses may, at the family's choice, be considered either temporarily or permanently absent. If the family decides that the member is permanently absent, income of that member will not be included in total household income, the member will not be included on the lease, and the member will not be included for determination of unit size.

If the student is considered temporarily absent from the household, applicable income for that person will be counted. Full time students who attend school away from the home and live with the family during school recess will be considered temporarily absent from the household.

Visitors (See Chapter 9, Leasing)

A visitor/*guest* is defined as a person temporarily staying in the unit with the consent of a tenant or other member of the household who has express or implied authority to so consent on behalf of the tenant.

Any adult not included on the HUD 50058 who has been in the unit more than 14 consecutive days, or more than 30 cumulative days in a 12 month period, will be considered to be living in the unit as an unauthorized.

The lease must provide the tenant has the right to exclusive use and occupancy of the leased unit by the members of the household authorized to reside in the unit in accordance with the lease, including reasonable accommodation of their guests [24 CFR 966.4(d)]. The head of household is responsible for the conduct of visitors and guests, inside the unit as well as anywhere on or near PHA premises [24 CFR 966.4(f)].

A resident family must notify the SNRHA in writing when overnight guests will be staying in the unit for more than 3 days.

A guest can remain in the unit no longer than 14 consecutive days or a total of 30 cumulative calendar days during any 12-month period.

A family may request an exception to this policy for valid reasons (e.g., care of a relative recovering from a medical procedure expected to last 20 consecutive days). An exception will not be made unless the family can identify and provide documentation of the residence to which the guest will return.

Former residents who have been evicted are not permitted as overnight guests. Guests who represent the unit address as their residence address for receipt of benefits or other purposes will be considered unauthorized . In addition, guests who remain in the unit beyond the allowable time limit will be considered unauthorized , and their presence constitutes violation of the lease.

Absence of evidence of any other address will be considered verification that the visitor is an unauthorized household member.

Statements from neighbors and/or SNRHA staff will be considered in making the determination.

The SNRHA will consider:

- Statements from neighbors and/or SNRHA staff
- Vehicle license plate verification
- Post Office records
- Driver's license verification
- Law enforcement reports
- Credit reports
- Verification from other public or private sources
- Other reliable information

Use of the unit address as the visitor's current residence for any purpose that is not explicitly temporary shall be construed as permanent residence.

The burden of proof that the individual is a visitor rests on the family. In the absence of such proof, as stated above, the individual will be considered unauthorized and the SNRHA will terminate the family's lease since prior approval was not requested for the addition.

Minors and college students who were part of the family, but who now live away from home during the school year and are not considered members of the household may visit for up to 90 consecutive days per year without being considered a member of the household under the following conditions:

The head of household has reported to the SNRHA, in writing, that the minor is a visitor.

The SNRHA has provided the head of household with written permission for the minor to occupy the unit for more than 14 days.

In a joint custody arrangement, if the minor is in the household less than 184 days per year, the minor will be considered to be an eligible visitor and not a family member. If both parents reside in Public Housing or are a Section 8 Program participant, only one parent would be able to claim the child for deductions and for determination for the occupancy standards.

Children who are subject to a joint custody arrangement or for whom a family has visitation privileges, that are not included as a family member because they live outside of the public housing unit more than 50 percent of the time, are not subject to the time limitations of

guests as described above.

Required Family Reporting to Management

The additional person(s), whether a family member or a visitor, must be reported in writing to the manager within 3 calendar days of a stay intended to exceed the visitation period allowed under the lease/ACOP.

H. REMAINING MEMBER OF TENANT FAMILY - RETENTION OF UNIT

To be considered the remaining member of the tenant family, the person must have been previously approved by the SNRHA to be living in the unit.

A live-in attendant, by definition, is not a member of the family and will not be considered a remaining member of the Family.

In order for a minor child to continue to receive assistance as a remaining family member:

The court has to have awarded emancipated minor status to the minor or is legally married; or

The SNRHA has to have verified that social services and/or the Juvenile Court has arranged for another adult to be brought into the unit to care for the child(ren) for an indefinite period.

A reduction in family size may require a transfer to an appropriate unit size per the Occupancy Standards. If the sole eligible member of the household dies, the unit must be returned to the SNRHA within 14 days.

I. CHANGES IN UNIT SIZE

The SNRHA shall grant exceptions from the occupancy standards if the family requests and the SNRHA determines the exceptions are justified according to this policy.

The SNRHA will not assign a larger bedroom size due to additions of family members other than by birth, adoption, marriage or court-awarded custody.

The SNRHA will consider the size of the unit and the size of the bedrooms, as well as the number of bedrooms, when an exception is requested.

When an approvable change in the circumstances in a tenant family requires another unit size, the family will be placed on the Transfer List in accordance with the Transfer policy. (See Chapter 5, Occupancy Guidelines.)

J. CONTINUANCE OF ASSISTANCE FOR "MIXED" FAMILIES

Under the Noncitizens Rule, "Mixed" families are families that include at least one citizen or eligible immigrant and any number of ineligible members. Mixed families are eligible for prorated assistance in accordance with the mixed-family portion of the policy.

K. UNIT TRANSFERS

See Chapter 8, Transfer Policy.

Chapter 14

COMMUNITY SERVICE

[24 CFR 960.603-960.611]

A. REQUIREMENT

Each adult resident of the SNRHA shall:

Contribute 8 hours per month of community service (not including political activities) within the community in which that adult resides; or

Participate in an economic self-sufficiency program (defined below) for 8 hours per month.

An individual may not skip a month and then double up the following month, unless special circumstances warrant it. The Director of Operations or designee will make the determination of whether to permit a deviation from the schedule.

Individuals who have special circumstances which they believe will prevent them from completing the required community service hours for a given month, must notify SNRHA in writing immediately. SNRHA will review the request and notify the individual, in writing, of its determination within 10 calendar days. SNRHA may require those individuals to provide documentation to support their claim.

B. EXEMPTIONS

The SNRHA shall provide an exemption from the community service requirement for any individual who:

Is a family that is currently participating and is in compliance with the Public Housing Family Self-Sufficiency Program. Is 62

years of age or older;

Is a blind or disabled individual, as defined under section 216[i] [I] or 1614 of the Social Security Act, and who is unable to comply with this section, or is a primary caretaker of such individual;

Is engaged in a work activity as defined in section 407[d] of the Social Security Act; SNRHA will consider 20 hours per week as the minimum number of hours needed to qualify for a work activity exemption;

Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is

located, including a State-administered welfare-to-work program; or

Is in a family receiving assistance under a State program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such program. **HUD has determined that the Supplemental Nutrition Assistance Program (SNAP) qualifies as a welfare program of the state. Therefore if a tenant is a member of a family receiving assistance under SNAP, and has been found by the administering State to be in compliance with the program requirements, that tenant is exempt from the CSSR. (PIH-2015-12 HA)**

The SNRHA will re-verify exemption status annually except in the case of an individual who is 62 years of age or older.

The SNRHA will permit residents to change exemption status during the year if status changes.

C. DEFINITION OF ECONOMIC SELF-SUFFICIENCY PROGRAM

For purposes of satisfying the community service requirement, participating in an economic self-sufficiency program is defined, in addition to the exemption definitions described above, by one of the following:

Participating in the Family Self-Sufficiency Program and being current in the steps outlined in the Individual Training and Services Plan;

Participating in an educational or vocational training program designed to lead to employment, **at least 30 hours per week as long as their educational activities total at least 96 hours per year. A student would not need to be enrolled full time to be in compliance with the CSSR.**

Activities administered through Help of Southern Nevada (HELP).

D. ANNUAL DETERMINATIONS

Requirement – For each public housing resident subject to the requirement of community service, the SNRHA shall, 90 days before the expiration of each lease term **or effective date of recertification**, review and determine the compliance of the resident with the community service requirement.

Such determination shall be made in accordance with the principles of due process and on a nondiscriminatory basis.

If SNRHA has reasonable cause to believe that the certification provided by the family is false or fraudulent, SNRHA has the right to require third-party verification.

E. NONCOMPLIANCE

If the SNRHA determines there is a family member who is subject to the community service requirement and has not complied with the requirement, the SNRHA shall notify the resident of such noncompliance, and that:

The determination of noncompliance is subject to the administrative grievance procedure under the SNRHA's Grievance Procedures; and

Unless the resident enters into an agreement to comply with the community service requirement, the resident's lease will not be renewed, and

The SNRHA may not renew or extend the resident's lease upon expiration of the lease term and shall take such action as is necessary to terminate the tenancy of the household, unless the SNRHA enters into an agreement, before the expiration of the lease term, with the resident providing for the resident to cure any noncompliance with the community service requirement, by participating in an economic self-sufficiency program for or contributing to community service as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12-month term of the lease.

Continued Non-compliance

If, after the 12 month cure period, the family member is still not compliant, SNRHA must terminate tenancy of the entire family, according to SNRHA's lease, unless the family provides documentation that the non-compliant family member no longer resides in the unit.

If the family reports that a non-compliant family member is no longer residing in the unit, the family must provide documentation that the family member has actually vacated the unit before SNRHA will agree to continued occupancy of the family. Documentation must consist of a certification signed by the head of household as well as evidence of the current address of the non-compliant family member that previously resided with them.

If the family does not request a grievance hearing, or provide such documentation within the required 10 calendar day timeframe, the family's lease and tenancy will automatically terminate at the end of the current lease term without further notice.

Ineligibility for Occupancy for Noncompliance

The SNRHA shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement.

F. SNRHA RESPONSIBILITY

The SNRHA will ensure that all community service programs are accessible for persons with disabilities.

The SNRHA will ensure that:

The conditions under which the work is to be performed are not hazardous;

The work is not labor that would be performed by the SNRHA's employees responsible for essential maintenance and property services; or

The work is not otherwise unacceptable.

G. SNRHA IMPLEMENTATION OF COMMUNITY SERVICE REQUIREMENT

SNRHA will provide the family with a copy of the Community Service Policy found in Exhibit 14-1 of this chapter, at lease-up, lease renewal, when a family member is determined to be subject to the community service requirement during the lease term, and at any time upon the family's request.

H. ELIGIBLE COMMUNITY SERVICE REQUIREMENTS

All community service performed will be verified by acceptable third part verification and may include:

Community Service with a Certified Resident Council, on site resident Service contractor.

Volunteering in community activities, such as clean up, graffiti removal, painting, neighborhood reduction of criminal activity such as resident patrol and neighborhood watch programs.

Community service with faith based organizations

Any other community service organization that is pre-approved by SNRHA

Public educational facility.

D

**SOUTHERN NEVADA REGIONAL
HOUSING AUTHORITY
Las Vegas, Nevada**

**BASIC FINANCIAL STATEMENTS
September 30, 2014**

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Independent Auditors' Report

Board of Commissioners
Southern Nevada Regional Housing Authority
Las Vegas, Nevada

Report on the Financial Statements

We have audited the accompanying financial statements of the enterprise fund and the aggregate discretely presented component units of the Southern Nevada Regional Housing Authority (the Authority), as of and for the year ended September 30, 2014, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the enterprise fund and the aggregate discretely presented component units of the Authority as of September 30, 2014, and the respective changes in its financial position and, when applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 4 through 11 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The financial data schedules, project financial data schedules and statement and certification of program costs are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements.

The financial data schedules, project financial data schedules, statement and certification of program costs and schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the financial data schedules, project financial data schedules, statement and certification of program costs and schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 24, 2015 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Baltimore, Maryland

June 24, 2015

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

This section of the Southern Nevada Regional Housing Authority's (the Authority) financial report presents management's analysis of the Authority's financial performance during the year ended September 30, 2014.

FINANCIAL HIGHLIGHTS AND CONCLUSIONS

At September 30, 2014, total assets were \$198,795,044 and liabilities were \$14,811,058; thus total net position was \$183,983,986. The unrestricted net position was \$20,666,461; therefore there was an adequate amount to meet the Authority's future operational needs. Total revenues and expenses were \$153,302,415 and \$151,338,202, respectively.

REQUIRED FINANCIAL STATEMENTS

The financial statements of the Authority report information using accounting methods similar to those used by private sector companies (Enterprise Fund).

The Statement of Net Position (Balance Sheet) includes all of the Authority's assets and liabilities and provides information about the amounts and investments in assets and the obligations to Authority creditors. It also provides a basis of assessing the liquidity and financial flexibility of the Authority. Over time, increases or decreases in net position may serve as a useful indicator of the financial health of the Authority.

The current year's revenues, expenses, and changes in net position are accounted for in the Statement of Revenues, Expenses and Changes in Net Position. This statement reports the Authority's operating and non-operating revenue, by major sources, along with operating and non-operating expenses and capital contributions.

The Statement of Cash Flows provides information about the Authority's cash receipts and disbursements during the reporting period. The statement reports net changes in cash resulting from operations, investing activities and capital related activities.

FINANCIAL ANALYSIS OF THE AUTHORITY

The Statement of Net Position and the Statement of Revenues, Expenses and Changes in Net Position report information about the Authority's activities and are summarized in the following sections.

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

To begin our analysis, a summary of the Authority's Statement of Net Position is presented in Table I.

**Statement of Net Position
TABLE I**

| | September 30, 2014 | September 30, 2013 |
|---|-------------------------------|-------------------------------|
| Current and other assets | \$ 22,707,454 | \$ 24,984,136 |
| Capital assets | 158,915,607 | 163,458,779 |
| Noncurrent assets | 17,171,983 | 9,795,617 |
| Total Assets | \$ 198,795,044 | \$ 198,238,532 |
| Current liabilities | \$ 4,774,688 | \$ 5,199,603 |
| Noncurrent liabilities | 10,036,370 | 11,019,156 |
| Total Liabilities | 14,811,058 | 16,218,759 |
| Invested in capital assets, net of related debt | 156,439,397 | 160,811,340 |
| Restricted net assets | 6,878,128 | 9,005,311 |
| Unrestricted net assets | 20,666,461 | 12,203,122 |
| Total Net Position | 183,983,986 | 182,019,773 |
| Total Liabilities & Net Position | \$ 198,795,044 | \$ 198,238,532 |

Total Assets increased by \$556,512 from FY 2013. Other Non-current Assets increased by \$7,376,366.

Current and Other Assets decreased by \$2,276,682 from \$24,984,136 to \$22,707,454 for the year. The decrease was attributed mainly to the Housing Choice Voucher program housing assistance payments' expense exceeded the program funding during the year; thereby decreasing the amount of restricted cash. In addition, operating reserves were used to cover the loss recognized in the Low Rent program.

The Authority's **Capital Assets** decreased by \$4,543,172 during the FY 2014 due to the disposition of assets and current year depreciation exceeding the additions to capital outlay.

While the Statement of Net Position shows the change in financial position, the Statement of Revenues, Expenses, and Changes in Net Position is designed to show the results of operations of the financial position for the year.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014

Table II provides a statement of these results.

Statement of Revenues, Expenses and Changes in Net Position
TABLE II

| | September 30, 2014 | September 30, 2013 |
|------------------------------|-------------------------------|-------------------------------|
| Tenant revenue | \$ 11,013,410 | \$ 10,023,163 |
| Grant funding | 133,752,328 | 132,920,682 |
| Investment income | 125,101 | 138,615 |
| Interest income | 270 | 18,927 |
| Other income | 8,411,306 | 2,740,550 |
| Total Revenue | 153,302,415 | 145,841,937 |
| Administration | 16,850,559 | 20,735,921 |
| Tenant services | 2,957,739 | 2,299,124 |
| Utilities | 3,479,564 | 3,174,273 |
| Maintenance | 10,547,651 | 10,016,658 |
| Protective services | 542,654 | 470,016 |
| General expense | 2,332,177 | 3,546,354 |
| Housing assistance pmt. | 102,846,805 | 101,933,973 |
| Depreciation | 10,245,364 | 10,059,835 |
| Interest expense | 419,678 | 289,566 |
| Other non-operating expenses | 1,116,011 | 699,351 |
| Total Expenses | 151,338,202 | 153,225,071 |
| Change in net position | 1,964,213 | (7,383,134) |
| Beginning net position | 182,019,773 | 189,402,907 |
| Ending Net Position | \$ 183,983,986 | \$ 182,019,773 |

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

Table III provides a Statement of Revenues, Expenses and Changes in Net Position by program.

Statement of Revenues, Expenses and Changes in Net Position – By Program

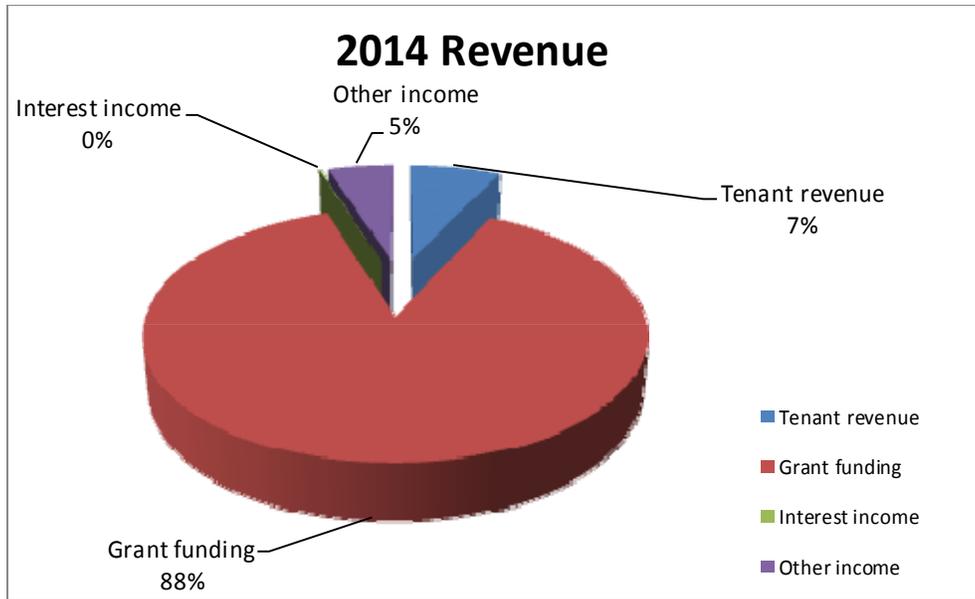
TABLE III

| | LRPH & CFP | HCVP | Business Activity | Other Programs | Elimination | Total |
|-------------------------------|-----------------------|-----------------------|------------------------------|---------------------------|--------------------|---------------------|
| Tenant revenue | \$ 5,517,422 | \$ - | \$ 5,495,988 | \$ - | \$ - | \$ 11,013,410 |
| Grant funding | 21,325,893 | 103,673,756 | 111 | 9,600,918 | - | 134,600,678 |
| Interest income | - | 3,464 | 80,682 | 41,225 | - | 125,371 |
| Other income | 2,166,018 | 3,219,486 | 1,779,848 | 8,769,623 | (8,372,019) | 7,562,956 |
| Total Revenue | 29,009,333 | 106,896,706 | 7,356,629 | 18,411,766 | (8,372,019) | 153,302,415 |
| Administration | 8,408,107 | 7,252,114 | 2,212,286 | 7,350,071 | (8,372,019) | 16,850,559 |
| Tenant service | 300,015 | 750,380 | 74,270 | 1,833,074 | - | 2,957,739 |
| Utilities | 2,679,094 | 31,232 | 675,572 | 93,666 | - | 3,479,564 |
| Maintenance | 6,555,655 | 64,986 | 2,289,183 | 1,637,827 | - | 10,547,651 |
| General expense | 2,769,370 | 277,122 | 1,088,764 | 275,264 | - | 4,410,520 |
| HAP | - | 101,734,710 | - | 1,112,095 | - | 102,846,805 |
| Depreciation | 8,667,937 | 74,590 | 1,283,663 | 219,174 | - | 10,245,364 |
| Total Expense | 29,380,178 | 110,185,134 | 7,623,738 | 12,521,171 | (8,372,019) | 151,338,202 |
| Change in Net Position | \$ (370,845) | \$ (3,288,428) | \$ (267,109) | \$ 5,890,595 | \$ - | \$ 1,964,213 |

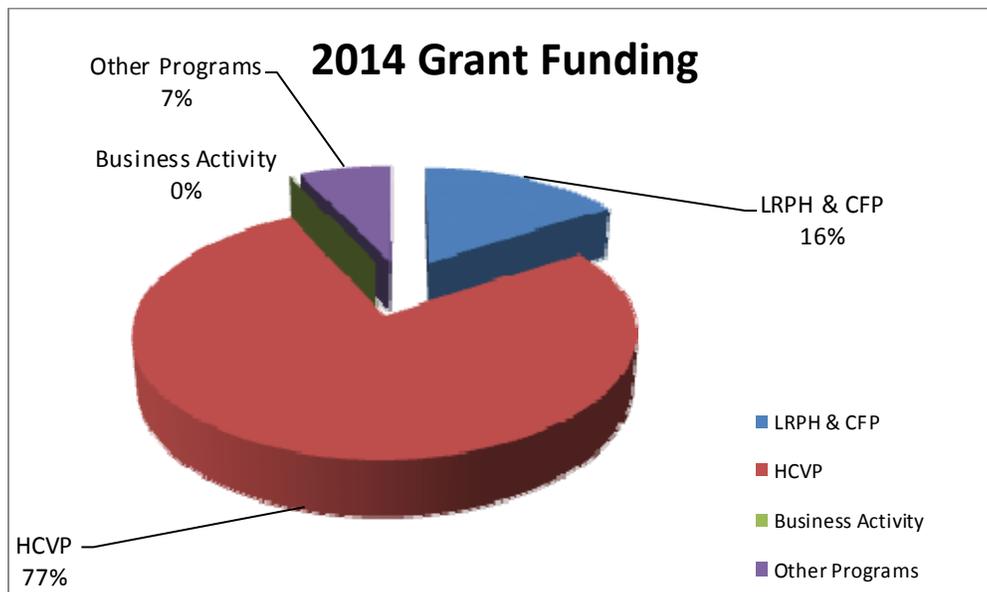
**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

REVENUES

In reviewing the Statement of Revenues, Expenses, and Changes in Net Position, you will find that 88% of the Authority's revenues are derived from grants from the Department of Housing and Urban Development and other governmental agencies. The Authority receives revenue from tenants for dwelling rental charges and miscellaneous charges of 7% of total revenue. Other Revenue including interest from investments comprises the remaining 5%.



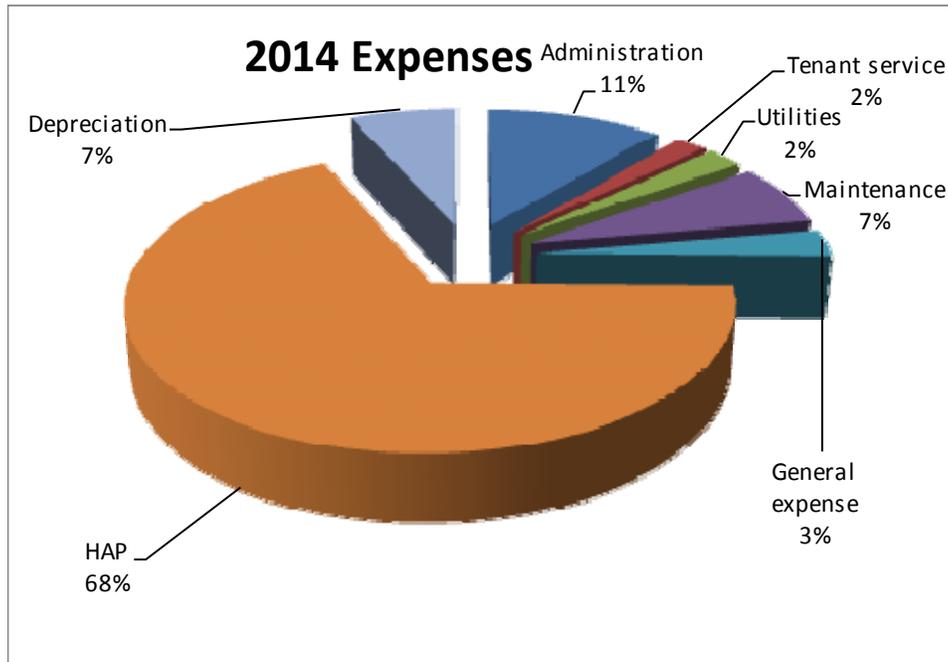
GRANT REVENUE



**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

EXPENSES

The highlights of the expenses for the current period are as follows:



CAPITAL ASSETS

At September 30, 2014 the Authority had invested \$158,915,607 in various capital assets as listed in the following schedule.

**Combined Statement of Capital Assets
TABLE IV**

| | September 30, 2014 | September 30, 2013 |
|-----------------------------|-------------------------------|-------------------------------|
| Land | \$ 20,750,503 | \$ 20,704,653 |
| Construction in process | 679,432 | 4,549,569 |
| Building and improvements | 286,595,577 | 282,823,456 |
| Furniture and equipment | 4,832,959 | 4,956,815 |
| | <u>312,858,471</u> | <u>313,034,493</u> |
| Accumulated depreciation | <u>(153,942,864)</u> | <u>(149,575,714)</u> |
| Total Capital Assets | <u>\$ 158,915,607</u> | <u>\$ 163,458,779</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014

LONG-TERM DEBT ACTIVITY

The Notes to Financial Statements, Note 8, gives the details of the long-term debt activity. During the year the Authority acquired no new debt obligations. The total notes payable outstanding at September 30, 2014 was \$7,480,330.

A summary of the Authority's debt as of September 30, 2014 was as follows:

| | <u>2014</u> | <u>2013</u> |
|-------------------|---------------------|---------------------|
| Current portion | \$ 286,167 | \$ 300,323 |
| Long-term portion | <u>7,194,163</u> | <u>7,483,292</u> |
| Total | <u>\$ 7,480,330</u> | <u>\$ 7,783,615</u> |

ECONOMIC FACTORS AND EVENTS AFFECTING OPERATIONS

Several factors may affect the financial position of the Authority in the subsequent fiscal year. These factors include:

The 2014 prorated funding level was 88.79% compared to the prior year of 81.86%, which is an increase of 6.93 percent. The 2015 prorated operating subsidy funding level is anticipated to be approximately 85%. The funding proration for the Housing Assistance Payment (HAP) 2014 was 99.7%; whereas, the Administrative Fee proration was 79%. The HCV's funding for 2015 is at 101.25% for HAP, but the Administrative Fee proration remains at 79%. Overall, HUD's funding had been consistently lower than one-hundred percent forcing the Authority to use operating reserves. The Authority continues to find strategies to enhance its revenue stream and control expenses.

The Authority continues to comply with the HUD requirements of asset-based management since regionalization of the Southern Nevada Regional Housing Authority. The Authority has developed and maintained a system of budgeting and accounting for each asset management project (AMP) in a manner that will allow for analysis of the actual revenues and expenses associated with each property.

CONCLUSIONS

Overall, the Authority demonstrates a sound financial position. It has a management team committed to the mission of providing safe and decent housing to those in need. As the environment changes, the Authority will continue to seek ways to remain a viable organization and continue to operate at the highest standards established by the Real Estate Assessment Center and the Department of Housing and Urban Development.

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
September 30, 2014**

REQUEST FOR INFORMATION

Should additional information be required or questions arise regarding this financial report, contact our office in writing at the following address:

Southern Nevada Regional Housing Authority
Attention: Director of Finance
5390 E. Flamingo Road
Las Vegas, Nevada 89122-5338

FINANCIAL STATEMENTS

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT OF NET POSITION
September 30, 2014

| | Enterprise Fund | Discretely Presented Component Unit |
|---|------------------------|--|
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash and cash equivalents | \$ 7,227,168 | \$ - |
| Restricted cash | 3,163,135 | - |
| Investments | 6,586,333 | - |
| Accounts receivable, net | 1,632,630 | - |
| Accounts receivable, HUD | 788,420 | - |
| Prepaid expenses | 2,137,686 | - |
| Inventories, net | <u>1,172,082</u> | <u>-</u> |
| Total current assets | <u>22,707,454</u> | <u>-</u> |
| NONCURRENT ASSETS | | |
| Notes receivable, net of allowance of \$1,142,874 | 13,831,646 | - |
| Capital assets, net | 158,915,607 | 16,302,016 |
| Notes receivable, other | 3,340,000 | - |
| Investment in joint venture | <u>337</u> | <u>-</u> |
| Total noncurrent assets | <u>176,087,590</u> | <u>16,302,016</u> |
| TOTAL ASSETS | <u>\$ 198,795,044</u> | <u>\$ 16,302,016</u> |
| LIABILITIES AND NET POSITION | | |
| CURRENT LIABILITIES | | |
| Accounts payable | \$ 3,445,943 | \$ - |
| Accrued liabilities | 384,707 | - |
| Accrued compensated absences, current portion | 522,789 | - |
| Unearned revenue | 135,082 | - |
| Current portion of long-term debt | <u>286,167</u> | <u>-</u> |
| Total current liabilities | <u>4,774,688</u> | <u>-</u> |
| NONCURRENT LIABILITIES | | |
| Long-term debt, less current portion | 7,194,163 | 15,453,666 |
| Accrued compensated absences, noncurrent portion | 2,091,159 | - |
| Other noncurrent liabilities | <u>751,048</u> | <u>-</u> |
| Total noncurrent liabilities | <u>10,036,370</u> | <u>15,453,666</u> |
| Total liabilities | <u>14,811,058</u> | <u>15,453,666</u> |
| NET POSITION | | |
| Net investment in capital assets | 156,439,397 | 848,350 |
| Restricted net position | 6,878,128 | - |
| Unrestricted net position | <u>20,666,461</u> | <u>-</u> |
| Total net position | <u>183,983,986</u> | <u>848,350</u> |
| TOTAL LIABILITIES AND NET POSITION | <u>\$ 198,795,044</u> | <u>\$ 16,302,016</u> |

The accompanying notes are an integral part of the financial statements.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN NET POSITION
Year Ended September 30, 2014

| | <u>Enterprise Fund</u> | <u>Discretely Presented Component Unit</u> |
|--|------------------------|--|
| OPERATING REVENUES | | |
| Rent | \$ 11,013,410 | \$ - |
| HUD subsidies | 123,657,719 | - |
| Mortgage interest income | 125,101 | - |
| Other revenue | 5,729,089 | - |
| Other governmental grants | <u>8,531,899</u> | <u>-</u> |
| Total operating revenues | <u>149,057,218</u> | <u>-</u> |
| OPERATING EXPENSES | | |
| Administration | 16,850,559 | - |
| Tenant services | 2,957,739 | - |
| Utilities | 3,479,564 | - |
| Maintenance | 10,547,651 | - |
| Protective services | 542,654 | - |
| General expenses | 2,332,177 | - |
| Housing assistance payments | <u>102,846,805</u> | <u>-</u> |
| Total operating expenses | <u>139,557,149</u> | <u>-</u> |
| Operating income before depreciation | 9,500,069 | - |
| Depreciation | <u>10,245,364</u> | <u>-</u> |
| Total operating loss | <u>(745,295)</u> | <u>-</u> |
| NON-OPERATING REVENUES (EXPENSES) | | |
| Gain on disposal of assets | 2,682,217 | - |
| Investment income | 270 | - |
| Interest expense | (419,678) | - |
| Casualty loss | (10,683) | - |
| Extraordinary maintenance | <u>(1,105,328)</u> | <u>-</u> |
| Total non-operating revenues (expenses) | <u>1,146,798</u> | <u>-</u> |
| Loss before capital contributions | 401,503 | - |
| Capital contributions | <u>1,562,710</u> | <u>848,350</u> |
| CHANGE IN NET POSITION | 1,964,213 | 848,350 |
| TOTAL NET POSITION, BEGINNING OF YEAR | <u>182,019,773</u> | <u>-</u> |
| TOTAL NET POSITION, END OF YEAR | <u>\$ 183,983,986</u> | <u>\$ 848,350</u> |

The accompanying notes are an integral part of the financial statements.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT OF CASH FLOWS
Year Ended September 30, 2014

| | Enterprise Fund |
|--|------------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Rental receipts | \$ 10,690,079 |
| HUD subsidies | 123,265,995 |
| Charges for services | 125,101 |
| Other governmental grants | 8,531,899 |
| Other revenue | 5,729,089 |
| Administration and general | (18,011,065) |
| Housing operations and tenant services | (21,287,209) |
| Housing assistance payments | (102,846,805) |
| Net cash provided by operating activities | 6,197,084 |
| CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES | |
| Acquisition of fixed assets | (7,737,479) |
| Casualty loss | (10,683) |
| Non-routine maintenance | (1,105,328) |
| Proceeds from sale of assets | 4,717,504 |
| Payment of notes payable | (303,311) |
| Capital contribution from HUD | 1,562,710 |
| Net cash used in capital financing activities | (2,876,587) |
| CASH FLOWS FROM INVESTING ACTIVITIES | |
| Net purchases of investments | (7,036,358) |
| Interest income | 270 |
| Interest expense | (419,678) |
| Net cash used in investing activities | (7,455,766) |
| NET DECREASE IN CASH AND CASH EQUIVALENTS | (4,135,269) |
| CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR | 14,525,572 |
| CASH AND CASH EQUIVALENTS, END OF YEAR | \$ 10,390,303 |
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Operating loss | \$ (745,295) |
| Adjustments to reconcile cash and cash equivalents provided by operating activities: | |
| Depreciation | 10,245,364 |
| Bad debt | 1,447,751 |
| Effects of changes in operating assets and liabilities: | |
| Accounts receivable | (1,784,476) |
| Due from other government agencies, net | (391,724) |
| Other assets | (1,470,097) |
| Investment in joint venture | (49) |
| Accounts payable | 42,673 |
| Accrued liabilities | (466,826) |
| Other liabilities | (693,631) |
| Unearned revenue | 13,394 |
| NET CASH PROVIDED BY OPERATING ACTIVITIES | \$ 6,197,084 |

The accompanying notes are an integral part of the financial statements.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Southern Nevada Regional Housing Authority (the Authority or SNRHA) was established effective January 1, 2010, in accordance with Nevada State law for the purpose of consolidating three housing authorities located in Southern Nevada. Las Vegas Housing Authority, Housing Authority of Clark County, and North Las Vegas Housing Authority were combined to form the Authority. On October 20, 2009, the Authority requested to enter into an Annual Contributions Contract (ACC) with the U.S. Department of Housing and Urban Development (HUD) effective January 1, 2010 to be the administrator of the housing and housing related programs described herein.

The Authority is a public body and a body corporate and politically organized under the laws of the State of Nevada as a tax-exempt quasi-governmental entity under the United States Housing Act of 1937 for the purpose of providing adequate housing for qualified low-income individuals. The Authority is not subject to Federal or State income taxes and is not required to file Federal or State income tax returns.

Reporting Entity

The accompanying combined financial statements include the accounts of all Authority operations for the year ended September 30, 2014. The criteria for including organizations as component units with the Authority's reporting entity, as set forth in Section 2100 of GASB's *Governmental Accounting and Financial Reporting Standards*, include the following:

- The organization is legally separate (can sue and be sued in its own name)
- The Authority holds the corporate powers of the organization
- The Authority appoints the voting majority
- The organization has the potential to impose a financial benefit/burden on the Authority
- There is fiscal dependency by the organization on the Authority

On the basis of application of these criteria, the Authority is a legally separate entity that is fiscally independent of other governments, and there are no other entities that are to be reported as component units of the Authority, except as noted below, nor is the Authority to be included in the City of Las Vegas, or Clark County's financial reports, therefore the Authority reports independently.

Development Corporations

The Development Corporations (the Corporations) operate exclusively for nonprofit purposes and were created to assist in carrying out housing projects for persons of eligible income. Housing projects undertaken, financed, or assisted by the Corporations and their related expenditures must be approved by the Authority. The Corporations are legally separate from the Authority, and are included as blended component units, since the Authority can significantly influence the programs, projects, or activities of, or the level of service performed by the Authority, and their boards of directors are substantially the same as the Authority.

The following Development Corporations are included as blended component units of the Authority:

- Affordable Housing Program, Inc.
- Honolulu Street Family Housing, Inc.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Real Estate Limited Partnerships

Landsman Family, LLC (the Company) – was formed on December 10, 2012 as a limited liability company under the laws of the State of Nevada, for the purpose of acquiring, owning, operating and financing a rental housing project known as Landsman Gardens (the project). The Company's partnership interests are held by third parties unrelated to the Authority, with the exception of the managing member, Landsman Family Manager, LLC, a Nevada Limited Liability Company, which is wholly owned by Affordable Housing Program, Inc., which is a blended component of the Authority. The Authority has certain rights and responsibilities, which enables it to impose its will on the Company. In accordance with GASB Statement No. 61, the Company is included as a discretely presented component unit in the financial statements.

Basis of Presentation

The Authority's accounts are maintained in accordance with the principles of enterprise fund accounting to ensure the observance of limitations and restrictions on the resources available, including those imposed by HUD. The funds of the Authority are all considered proprietary fund types and consolidate into one enterprise fund. The Authority is required to follow all statements of the Governmental Accounting Standards Board (GASB). GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, was issued to incorporate GASB and AICPA guidance into GASB authoritative literature. The more significant of the government's accounting policies are described below.

A fund is an independent fiscal and accounting entity with a self-balancing set of accounts comprised of its assets, liabilities, net position, revenues, and expenses. The funds maintained by the Authority allow compliance and financial accountability by separate functions and activities.

A summary of each significant program administered by the Authority included in the financial statements is provided below to assist the reader in interpreting the financial statements. These programs do not constitute all programs subsidized by HUD and operated by the Authority.

Low Income Public Housing programs provide subsidy funding annually, by a formula for Housing Modernization and Housing Operations Programs. These programs support public housing operations by way of an annual contributions contract with HUD, ACC# NV018. Under this contract, the Authority develops, modernizes and manages public housing developments. Funding is provided by eligible residents who are charged monthly rent based on family size, family income, and other determinants, as well as by the subsidies provided by HUD.

Housing Choice Voucher programs (HCVP) include the Voucher, VASH, Mainstream and Disaster Housing programs. Under these programs, rental assistance payments are made by the Authority primarily to landlords on behalf of eligible families. These programs are funded by the annual contributions contract with HUD, ACC# NV018.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Funding Programs (CFP) provide funds annually, by a formula, to public housing authorities (PHA) for capital and management activities, including modernization and development of public housing. Section 519 of the Quality Housing and Work Responsibility Act of 1998 (Public law 105-276) amends Section 9 of the U.S. Housing Act of 1937 to provide for a Capital Fund Program to be established by HUD for the purpose of making assistance available to PHAs to carry out capital, management, development and other activities. It also requires HUD to develop a formula (through a negotiated rulemaking process) for determining the amount of assistance to be provided and a mechanism to reward performance. The CFP funds, which are allocated annually, represent the major source of funding for capital and management activities at PHA's.

Resident Opportunity & Supportive Services Program provides reliable transportation for all elderly and disabled residents of the service area and contracts for housekeeping and personal assistance for residents who meet certain criteria. The program also provides for a service coordinator who implements and coordinates the program. Funding for this program is provided by grants from HUD.

Business Activities - The Non-aided Housing Program is funded with other than federal financing and is used to account for various activities of the Authority. In addition to dwelling rents, this fund is used to account for fees charged to nonprofit organizations for managing their low-income housing projects and fees paid by other funds for services provided and for the use of facilities owned by the Non-aided Housing Program.

Component Units – The Authority has two blended component units - Affordable Housing Program, Inc. and Honolulu Street Family Housing, Inc. Both of these corporations share the same board as the Authority and are considered to be blended component units. Separate stand alone financial statements for the component units are not prepared.

Basis of Accounting and Measurement Focus

The Authority uses the accrual basis of accounting for the proprietary funds. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flow takes place. All assets and liabilities associated with the operation of these funds are included on the Statement of Net Position.

Budgets and Budgetary Accounting

The Authority is required by contractual agreements to adopt annual, appropriated operating budgets for all its programs receiving expenditure awards. All budgets are prepared on a HUD basis, which is materially consistent with generally accepted accounting principles (GAAP). The Authority prepares its budget annually. The Board of Commissioners adopts the budget through passage of a budget resolution prior to the beginning of the fiscal year.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues and expenses in the financial statements and in the disclosures of contingent assets and liabilities. Actual results could differ from those estimates.

Cash and Cash Equivalents

Cash and cash equivalents includes amounts in demand deposit accounts and short-term investments with an initial maturity date of three months or less for purposes of measuring cash flows. Restricted cash is included for purposes of reporting cash flows.

Investments

Investments of the Authority consist of those permitted by the Nevada Government Code including obligations of the U.S. government and federal agencies. The Authority's investments are carried at fair value based upon quoted market prices, as required by generally accepted accounting principles. The Authority adjusts the carrying value of its investments to reflect their fair value at each fiscal period end, and it includes the effects of those adjustments in income for that fiscal period. The Authority classifies its investments as current or non-current based on the maturity dates. Short-term investments have maturities within one year.

Accounts Receivable

Tenant and other accounts receivable are carried at the amount considered collectible by management. The Authority periodically reviews accounts receivable and determines whether an allowance for doubtful accounts is necessary. Other accounts receivable consists of amounts due from HUD and State and Local governments for grant income.

Inventories

Inventory is valued at the lower of cost or market on a first-in, first-out basis. Inventory consists of expendable maintenance supplies held for consumption. Inventory at September 30, 2014 is shown net of an allowance for obsolete inventories of \$25,512.

Prepaid Expenses

Payments made to vendors for services that will benefit periods beyond September 30, 2014 are recorded as prepaid expenses.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Assets

Capital assets include all land and site improvements thereon; all dwelling and non-dwelling structures, including fixtures permanently attached thereto or installed in a fixed position; and all items of nonexpendable equipment acquired and held for the projects that cost \$5,000 or more and have an estimated useful life of at least one year. It also includes items of expendable equipment paid for from funds provided for the development of the projects.

Capital assets are valued at historical cost. Donated capital assets are recorded at fair market value on the date received. Interest expense incurred during the development period is capitalized.

Maintenance, minor repairs and replacements are recorded as expenses; extraordinary replacements of property resulting in property betterments are charged to the property accounts.

Depreciation is charged to operations using the straight-line method based on the estimated useful life of the related asset. The estimated useful lives of the various asset categories are as follows:

| | |
|-------------------------|----------------|
| Buildings | 30 to 40 years |
| Improvements | 15 years |
| Furniture and Equipment | 2 to 10 years |

Proceeds from the sale of property acquired or significantly improved with HUD or State funds are refunded to HUD or the State as required by contract.

Income Taxes

The Authority is exempt from Federal and State income taxes and Nevada franchise taxes.

Compensated Absences

Compensated absences are absences for which the employees will be paid, i.e., sick leave, vacation, and other approved leaves. In accordance with GASB Statement No. 16, *Accounting for Compensated Absences*, the Authority accrues the liability for those absences that the employee has earned the rights to the benefits. Accrued amounts are based on the current salary rates. Full-time, permanent employees are granted vacation and sick leave benefits in varying amounts to specified maximums depending on tenure with the Authority. Vacation and sick pay is recorded as an expense and related liability in the year earned by the employees.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The policy of the Authority is to accumulate earned but unused annual vacation benefits, which will be paid to employees upon separation from Authority service. Vested or accumulated vacation is earned at a rate ranging from 10 days per year for the first year of service, up to a maximum of 20 days per year after 14 years of service. The maximum permissible accumulation is 200 hours. At termination, employees are paid for any accumulated vacation leave. Sick leave is accumulated at the rate of one day per month and may be accumulated to a maximum of 20 days. Accumulations in excess of 20 days are forfeited. The value of unused sick leave is not payable upon separation from the Authority. Vacation pay is recorded as an expense and related liability in the year earned by the employee.

Grant Restrictions

The Authority has received loans and grants from HUD to build and improve housing projects. The grants require that only individuals and families that meet various income, age and employment standards be housed or aided.

Revenue Recognition

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Authority are charged to customers for rents, HUD grants received for operations, other operating fund grants and operating miscellaneous income. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses. Capital grant funds are added to the Net Position below the non-operating revenue and expense.

Net Position Classifications

Generally accepted accounting principles require the classification of net position into three components as described below:

Net Investment in Capital Assets: This component of Net Position consists of all capital assets, reduced by depreciation and the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted Net Position: This component of net position consists of restricted assets when constraints are placed on the asset by creditors (such as debt covenants), grantors, contributors, laws, regulations, etc.

Unrestricted Net Position: This component consists of net position that does not meet the definition of "Net Position Invested in Capital Assets," or "Restricted Net Position."

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 2 – CASH, CASH EQUIVALENTS, AND INVESTMENTS

Nevada law NRS 356.360 requires banks and savings and loan institutions participating in the Nevada Collateral Pool to pledge government securities with a market value of 102% of the amount of uninsured balances of public money held by the depository. Under Nevada law this collateral is held in a separate investment pool by another institution in the depository’s name.

Cash, restricted cash, and investments are classified in the financial statements based on whether or not their use is restricted under the terms of the Authority’s debt instruments or agency agreements. The Authority’s carrying amount of cash and cash equivalents as of September 30, 2014 was \$10,390,303, and the bank balance was \$11,151,989.

Cash

Cash and cash equivalents are maintained on deposit in demand accounts with Wells Fargo and BNY Mellon. Of the amounts deposited into the bank, \$500,000 is covered by the Federal Deposit Insurance Corporation. The remaining \$10,651,989 is properly collateralized by the financial institution in accordance with the regulations of the Nevada Collateral Pool.

Investment Policy

The Nevada Government Code allows the Authority to invest in the following, provided ratings of the issuers are acceptable to the Authority and approved percentages and maturities are not exceeded. The table below also identifies certain provisions of the Nevada Government Code. The Authority has no documented investment policy of its own.

| Authorized Investment Type | Maximum Maturity | Minimum Credit Quality | Maximum in Portfolio | Maximum Investment One Issuer |
|------------------------------------|-------------------------|-------------------------------|-----------------------------|--------------------------------------|
| Repurchase agreements | N/A | N/A | N/A | N/A |
| U.S. Treasury bond, notes & bills | N/A | N/A | N/A | N/A |
| U.S. Agency & U.S. Government | N/A | N/A | N/A | N/A |
| Bankers acceptances | 270 days | N/A | 40.00% | 30.00% |
| Negotiable Certificates of Deposit | N/A | AA | 30.00% | N/A |
| Time Certificates of Deposit | N/A | N/A | 30.00% | N/A |
| Medium term corporate notes | 5 years | N/A | 30.00% | N/A |
| Money market mutual funds | N/A | AAA | 20.00% | N/A |
| Reverse repurchase agreements | N/A | N/A | N/A | N/A |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 2 – CASH, CASH EQUIVALENTS, AND INVESTMENTS (CONTINUED)

At September 30, 2014, the Authority had the following investments:

| <u>Investment Type</u> | <u>Fair Value</u> | <u>Maturity (yrs)</u> | |
|------------------------------|---------------------|-----------------------|---------------------|
| | | <u>Less than 1</u> | <u>1 to 5</u> |
| U.S. Treasury Notes | \$ 1,153,536 | \$ 503,185 | \$ 650,351 |
| Other U.S. Agency securities | 5,432,797 | 1,151,611 | 4,281,186 |
| Total | <u>\$ 6,586,333</u> | <u>\$ 1,654,796</u> | <u>\$ 4,931,537</u> |

Interest Rate Risk

Fair value of an investment fluctuates with interest rates and increasing interest rates could cause fair value to decline below the original cost. The Authority follows the Nevada Government Code investment policy which does not limit the weighted average maturity of its investment portfolio.

Credit Risk

The Authority does not have a formal policy on credit risk. The Federal Code of Regulations, Part 85, Subpart C, (24 CFR 85.20) for cash management and investments permits investments in the following types of investments: direct U.S. obligations, U.S. agency obligations, repurchase agreements, and money market mutual funds. All investments of the Authority meet these guidelines. As of September 30, 2013 the Authority's investments were rated AAA by Moody's and AA+ by Standard & Poor's.

Custodial Risk

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Authority will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. As of September 30, 2014, the Authority held investments in U.S. Treasuries and other federal agency securities which were held by the Authority's custodian in the Authority's name.

Concentration of Credit Risk

The Authority is required to disclose investments that represent a concentration of five percent or more of investments in any issuer held by individual Authority funds in the securities of issuers other than U.S. Treasury securities, mutual funds and external investment pools. The Authority's policy does not set a limit on the amount that may be invested in any single issuer. At September 30, 2014, investments in Federal Home Loan Mortgage Corporation notes represented approximately 51 percent of total investments.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 3 – ACCOUNTS RECEIVABLE

Accounts receivable at September 30, 2014 consisted of the following:

| | |
|---|----------------------------|
| Tenants (net of allowance of \$86,472) | \$ 144,067 |
| Accounts receivable - PHA Project | 291,872 |
| Accounts receivable - HUD | 788,420 |
| Accounts receivable – other government | 1,063,372 |
| Fraud recovery | 258,419 |
| Accrued interest receivable | 12,374 |
| Accounts receivable – miscellaneous | 733,694 |
| Allowance for doubtful accounts - other | <u>(871,168)</u> |
| Total accounts receivable | <u>\$ 2,421,050</u> |

NOTE 4 – NOTES RECEIVABLE

The Authority is an affiliate to the Managing Member of Honolulu Family Street Housing LLC with a low-income tax credit development on the site of the former Ernie Cragin Annex 3, where 54 housing units built in the 1970s were razed in 2005. The 8.13-acre site is located at East Charleston Boulevard and Honolulu Street. The 60-unit mixed finance development is financed utilizing \$8,905,576 of Capital Fund Program Replacement Housing funds, \$8.579 million raised through tax credits from the state, \$360,000 of FHLB grant, and \$490,159 in Housing Authority reserves.

While these units are not owned by the Authority, they are part of the PHA's Annual Contributions Contract and are eligible to receive low-income public housing subsidy. The Authority has entered into a 90-year ground lease (at \$1 per year) with the project's owner, Honolulu Street Family Housing, LLC and has retained the right of first refusal to purchase the units at the end of the tax-credit compliance period.

The Authority has established Honolulu Street Family Housing Inc. (HSFH Inc.) to act as managing member of the LLC. HSFH Inc. is also a 0.01 percent partner in the LLC. In addition, Affordable Housing Program Inc. (AHP), a wholly-owned component unit of the Authority, was designated as the developer of the property. As of September 30, 2014, the cumulative note receivable principal balances totaled \$13,831,646, with total accrued interest of \$1,142,874, for which all was reduced by an allowance equal to the accrued interest.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 4 – NOTES RECEIVABLE (CONTINUED)

All notes receivable originated with the former Housing Authority of the City of Las Vegas and were transferred to the Authority upon consolidation. There were no new amounts loaned during the fiscal period. As of September 30, 2014, notes receivable consisted of the following:

Business Activities

| | |
|--|-----------------------------|
| Note receivable - 1st leasehold loan, dated March 1, 2006 <i>(Interest rate - 4.68%; Due 3/1/2061)</i> | \$ 212,359 |
| Note receivable - 2nd leasehold loan, dated March 1, 2006 <i>(Interest rate - 4.68%; Due 3/1/2061)</i> | 1,511,441 |
| Note receivable - 3rd leasehold loan, dated March 1, 2006 <i>(Interest rate - 1.00%; Due 3/1/2061)</i> | 3,750,000 |
| Note receivable - 4th leasehold loan (Sect 8 Reserves), loaned July 30, 2008 <i>(Interest rate - 1.00%; Due 8/1/2062)</i> | 332,759 |
| Note receivable - 5th leasehold loan (Scat Site Funds), loaned July 9, 2008 <i>(Interest rate - 4.83%; Due 1/1/2061)</i> | 288,770 |
| Note receivable - Federal Home Loan, loaned September 10, 2007 <i>(Interest rate - 1.00%; Due 9/10/2062)</i> | 360,000 |
| Note receivable - Seller's Note 1, loaned December 5, 2013 <i>(Interest rate - 3.32%, Due 4/1/2055)</i> | 2,976,000 |
| Note receivable - Seller's Note 2, loaned December 5, 2013 <i>(Interest rate - 3.32%, Due 4/1/2055)</i> | 4,400,317 |
| Accrued interest on notes receivable - long-term from inception | 1,142,874 |
| Less: allowance for accrued interest on notes receivable - long-term from inception | <u>(1,142,874)</u> |
| Total notes receivable | <u>\$ 13,831,646</u> |

The Notes Receivable, Other are two loans from Affordable Housing Program, Inc. to the Senator Richard Bryan Limited Partnership. See Note 8 for details.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 5 – CAPITAL ASSETS

The following is a summary of the Authority’s changes in capital assets for the year ended September 30, 2014:

| | Balance September 30, 2013 | Additions | Deletions | CIP Capitalization | Balance September 30, 2014 |
|--------------------------------|----------------------------------|-----------------------|-----------------------|-----------------------|----------------------------------|
| Land | \$ 20,704,653 | \$ 45,850 | \$ - | \$ - | \$ 20,750,503 |
| Construction in process | 4,549,569 | 679,433 | (696,350) | (3,853,220) | 679,432 |
| Total assets not depreciated | <u>25,254,222</u> | <u>725,283</u> | <u>(696,350)</u> | <u>(3,853,220)</u> | <u>21,429,935</u> |
| Buildings and improvements | 282,823,456 | 6,891,484 | (6,972,583) | 3,853,220 | 286,595,577 |
| Furniture and equipment | 4,956,815 | 120,712 | (244,568) | - | 4,832,959 |
| Total property and equipment | <u>287,780,271</u> | <u>7,012,196</u> | <u>(7,217,151)</u> | <u>3,853,220</u> | <u>291,428,536</u> |
| Less: accumulated depreciation | <u>(149,575,714)</u> | <u>(10,245,364)</u> | <u>5,878,214</u> | <u>-</u> | <u>(153,942,864)</u> |
| Net book value | <u>\$ 163,458,779</u> | <u>\$ (2,507,885)</u> | <u>\$ (2,035,287)</u> | <u>\$ -</u> | <u>\$ 158,915,607</u> |

NOTE 6 – ACCOUNTS PAYABLE

Accounts payable at September 30, 2014 consist of the following:

| | |
|-------------------------------------|---------------------|
| Vendor and contractors payable | \$ 1,926,389 |
| Tenant security deposits | 921,378 |
| Accounts payable - other government | 227,385 |
| Accounts payable - other | <u>370,791</u> |
| Total accounts payable | <u>\$ 3,445,943</u> |

NOTE 7 – LONG-TERM LIABILITIES

Following is a summary of changes in long-term liabilities for the year ended September 30, 2014:

| | Balance September 30, 2013 | Additions | Payments | Balance September 30, 2014 | Due in One Year |
|------------------------------------|----------------------------------|-------------------|---------------------|----------------------------------|-----------------------|
| FSS escrows payable | \$ 646,098 | \$ 480,719 | \$ 375,769 | \$ 751,048 | \$ - |
| Compensated absences - noncurrent | <u>3,210,852</u> | <u>189,405</u> | <u>786,309</u> | <u>2,613,948</u> | <u>522,789</u> |
| Total long-term liabilities | <u>\$ 3,856,950</u> | <u>\$ 670,124</u> | <u>\$ 1,162,078</u> | <u>\$ 3,364,996</u> | <u>\$ 522,789</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 8 – LONG-TERM DEBT

Notes and mortgages payable at September 30, 2014 consist of the following:

| | Balance September 30, 2013 | Additions | Payments | Balance September 30, 2014 | Due in One Year |
|--|----------------------------------|-------------|-------------------|----------------------------------|-----------------------|
| Mortgage note payable - Wells Fargo | \$ 2,387,658 | \$ - | \$ 162,264 | \$ 2,225,394 | \$ 171,020 |
| Operating note - Wells Fargo | 1,156,446 | - | 52,920 | 1,103,526 | 56,600 |
| City of Las Vegas - Senator Apts I | 1,670,000 | - | - | 1,670,000 | - |
| City of Las Vegas - Senator Apts II | 1,670,000 | - | - | 1,670,000 | - |
| Note payable - Bank of Nevada | 360,711 | - | - | 360,711 | - |
| Note payable - Key Government | 27,733 | - | 27,733 | - | - |
| Note payable - New Phone System | 251,274 | - | 51,429 | 199,845 | 48,911 |
| Home rental income fund | 259,793 | - | 8,939 | 250,854 | 9,636 |
| Total notes and mortgages payable | <u>\$ 7,783,615</u> | <u>\$ -</u> | <u>\$ 303,285</u> | <u>\$ 7,480,330</u> | <u>\$ 286,167</u> |

Mortgage Note Payable – Wells Fargo: The capital projects mortgage note payable with Wells Fargo requires monthly payments of \$13,524 which includes both principal and interest. The loan bears interest at 0.2449% and matures on February 16, 2028. The loan is secured by a first deed of trust on the property referred to as Howard Canon Center and Robert Gordon Plaza.

Operating Note – Wells Fargo: The operating note payable with Wells Fargo requires monthly payments of \$4,410 which includes both principal and interest. The loan bears interest at 1.508% and matures on May 16, 2027. The loan is secured by a first deed of trust on the property referred to as Howard Canon Center and Robert Gordon Plaza.

City of Las Vegas – Senator Apartments I: On February 15, 2006, the Affordable Housing Program, Inc. (the Corporation) entered into a loan agreement with the City of Las Vegas for \$1,670,000, \$168,295 in HOME funds and \$1,501,705 in low income housing tax funds (LIHTF) to be used for the construction of the Senator Richard Bryan Apartments. The Corporation then lent the funds to the Senator Richard Bryan Limited Partnership. Both loans are non-interest bearing and no payments of principal will be due on or before February 15, 2036 so long as the property is maintained as low-income and is in compliance with the HOME/Low Income Housing Tax Credit program. HOME funds are recapturable upon sale or transfer of title of the property during the 20-year HOME period of affordability. The LIHTF money is recapturable upon the sale or transfer of title of the property in perpetuity.

City of Las Vegas – Senator Apartments II: On January 16, 2008, the Affordable Housing Program, Inc. (the Corporation) entered into a loan agreement with the City of Las Vegas for \$1,670,000, \$168,295 in HOME funds and \$1,501,705 in low income housing tax funds (LIHTF) to be used for the construction of the Senator Richard Bryan Apartments. The Corporation then lent the funds to the Senator Richard Bryan Limited Partnership. Both loans are non-interest bearing and no payments of principal will be due on or before January 16, 2038 so long as the property is maintained as low-income and is in compliance with the HOME/Low Income Housing Tax Credit program. HOME funds are recapturable upon sale or transfer of title of the property during the 20-year HOME period of affordability. The LIHTF money is recapturable upon the sale or transfer of title of the property in perpetuity.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 8 – LONG-TERM DEBT (CONTINUED)

Note Payable – Bank of Nevada: On September 10, 2007 the Affordable Housing Program, Inc. (the Corporation) entered into a loan agreement with the Bank of Nevada (formally the Federal Home Loan Bank of San Francisco) for \$360,000 to be used for construction. The Corporation then lent the funds to the Honolulu Street Housing LLC. The loan bears interest at a rate of 1.0% per annum and is due upon maturity. The loan is scheduled to mature on September 10, 2062.

Note Payable – Key Government: The note payable with Key Government Finance, Inc. required monthly payments of \$4,622 which includes both principal and interest. The loan had an interest rate of 5.10% and matured on March 27, 2014. The loan was used to purchase phone system and was unsecured.

Note Payable – New Phone System: The note payable with Citibank (Home Rental income fund) requires monthly payments of \$745 which includes both principal and interest. The loan bears interest at 7.55% and matures on June 1, 2029. The loan was used to acquire a new phone system and is unsecured.

Home Rental Income Fund: The Authority entered into an agreement with Key Government Finance, Inc. for a loan of \$254,795 at 2.87% per annum for a new phone system. The note is payable by the Authority and is unsecured. The monthly payment is \$4,286 including principal and interest. Final maturity date is anticipated for August 1, 2018. The remaining balance at September 30, 2014 is \$199,845.

The following is a schedule of debt payment requirements to maturity:

| | <u>Principal</u> | <u>Interest</u> | <u>Total Required Payments</u> |
|--------------------------|---------------------|-------------------|--|
| Year ending September 30 | | | |
| 2015 | \$ 286,167 | \$ 44,149 | \$ 330,316 |
| 2016 | 306,113 | 41,083 | 347,196 |
| 2017 | 327,719 | 37,269 | 364,988 |
| 2018 | 325,601 | 33,260 | 358,861 |
| 2019 | 281,742 | 29,978 | 311,720 |
| 2020-2024 | 1,465,664 | 106,075 | 1,571,739 |
| 2025-2029 | 787,680 | 28,216 | 815,896 |
| Thereafter | <u>3,699,644</u> | <u>-</u> | <u>3,699,644</u> |
| Total | <u>\$ 7,480,330</u> | <u>\$ 320,030</u> | <u>\$ 7,800,360</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 8 – LONG-TERM DEBT (CONTINUED)

Notes and mortgages payable for Landsman, Family, LLC, the discretely presented component unit, consist of the following at September 30, 2014:

| | Balance September 30, 2013 | Additions | Payments | Balance September 30, 2014 | Due in One Year |
|--|----------------------------------|----------------------|-------------|----------------------------------|-----------------------|
| Building Loan Agreement - PNC Bank | \$ - | \$ 3,878,253 | \$ - | \$ 3,878,253 | \$ - |
| City of Henderson Loan | - | 100,000 | - | 100,000 | - |
| Nevada Housing Division Note | - | 1,784,095 | - | 1,784,095 | - |
| Nevada Housing Division Note | - | 2,315,000 | - | 2,315,000 | - |
| SNRHA Sellers Note | - | 2,976,000 | - | 2,976,000 | - |
| SNRHA Sellers Note | - | 4,400,318 | - | 4,400,318 | - |
| Total notes and mortgages payable | <u>\$ -</u> | <u>\$ 15,453,666</u> | <u>\$ -</u> | <u>\$ 15,453,666</u> | <u>\$ -</u> |

Building Loan Agreement – PNC Bank: The building loan agreement with Wells Fargo provides construction draws up \$3,985,000 and requires monthly payments to commence once construction is complete. The loan bears interest at 4.9% and matures on March 1, 2055. The loan is secured by a first deed of trust on the property referred to as Landsman Garden Apartments.

City of Henderson Loan: The loan is a non-interest bearing loan that matures on April 1, 2055. The loan is secured by a deed of trust on the property referred to as Landsman Garden Apartments is subordinate to the PNC loan.

Nevada Housing Division Note: the Nevada Housing Division issued \$5,700,000 in Multi-Unit Housing Revenue Bonds, Series 2013C-2 for Landsman Garden Apartments. The proceeds are being loaned to Landsman Family, LLC under a promissory note with interest at the daily LIBOR rate plus 1.75%. Advances at September 30, 2014 were \$1,784,095. The loan matures on December 15, 2015.

Nevada Housing Division Note: the Nevada Housing Division issued \$6,300,000 in Multi-Unit Housing Revenue Bonds, Series 2013C-1 for Landsman Garden Apartments. The proceeds are being loaned to Landsman Family, LLC under a promissory note with interest at .63%. Advances at September 30, 2014 were \$2,315,000.

Southern Nevada Regional Housing Authority Acquisition Note: The loan bears interest at 3.32% and matures on April 1, 2055. The loan is secured by an acquisition deed of trust on the property referred to as Landsman Garden Apartments.

Southern Nevada Regional Housing Authority Note: The loan provides up to \$6,715,317 and bears interest at 3.32%. The loan matures on April 1, 2055. The loan is secured by a deed of trust on the property referred to as Landsman Garden Apartments.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 9 – RESTRICTED NET POSITION

| | |
|--|----------------------------|
| Restricted for HAP (net restricted assets) | \$ 1,561,882 |
| Restricted for tenant security deposits | 197,905 |
| Restricted proceeds from sales of turnkey projects | 4,979,996 |
| Restricted for other miscellaneous | <u>138,345</u> |
| Total restricted net position | <u>\$ 6,878,128</u> |

NOTE 10 – OPERATING LEASE

The Authority entered into a lease agreement on March 14, 2003 with the Resources for Community Development (RCD) to lease land to RCD until March 14, 2078. Total rental income under the lease agreement is \$1 per year for the entire term of the loan.

NOTE 11 – EMPLOYEES RETIREMENT PLAN

All full-time employees of the Authority (20 or more hours per week) are covered by the State of Nevada Public Employees Retirement System (the System), a multi-employer, cost sharing defined benefit plan. The System was established in 1948 by the legislature and is governed by the Public Employees' Retirement Board, whose seven members are appointed by the Governor. All public employees who meet certain requirements participate in the System.

The plan carried over with HACC, HACNLV and HACLV employees to the consolidated Authority. The Authority's payroll covered by the System and contributions to the System are summarized as follows, with prior year amounts combined for HACC and HACLV:

| Fiscal Year Covered | Total Payroll | Payroll Subject to PERS | Contributions | Percent of Payroll |
|---------------------|------------------|-------------------------------|---------------|-----------------------|
| 2014 | \$ 15,793,008 | \$ 14,163,278 | \$ 3,611,158 | 89.68% |
| 2013 | 16,189,519 | 15,276,801 | 3,686,582 | 94.36% |
| 2012 | 16,336,413 | 14,976,870 | 3,546,750 | 91.68% |
| 2011 | 12,521,443 | 12,176,724 | 3,074,112 | 97.25% |
| 2010 | 9,988,127 | 9,439,494 | 2,029,491 | 94.51% |
| 2009 | 19,835,398 | 18,774,129 | 3,921,462 | 94.65% |
| 2008 | 12,687,997 | 12,299,316 | 2,528,060 | 96.94% |
| 2007 | 12,782,515 | 11,960,514 | 2,381,427 | 93.57% |
| 2006 | 4,609,810 | 4,458,684 | 876,979 | 96.72% |
| 2005 | 4,626,106 | 4,491,919 | 828,735 | 97.10% |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 11 – EMPLOYEES RETIREMENT PLAN (CONTINUED)

Contribution rates are established by Nevada Revised Statute 286.410. This Statute, which is tied to the increase in taxable sales within the State each year, provides for yearly increases of up to one percent until such time as the actuarially determined unfunded liability of the System is reduced to zero. The Authority is obligated to contribute all amounts due under the System. The contribution rate changed on July 1, 2006 to 19.75% of all covered payroll and increased to 20.50% on August 1, 2007. The rate increased again on August 1, 2009 to 21.50% and to 23.75% in 2012 and to 25.75% in 2014, and this rate was still in effect as of September 30, 2014.

The Authority contributed less than one percent of total contributions required of all participating entities of the System. The Authority’s full-time employees are mandated by State law to participate in the System. Members who retire at age 65 with five years of service, age 60 with ten years of service, or at any age with 30 years of service are entitled to a retirement benefit, payable monthly for life, equal to 2.5 percent of a member’s average compensation for each year of service up to 30 years with a maximum of 90 percent for employees entering the System prior to July 1, 1985, and 75 percent for those entering after that date.

Member’s average compensation is the average of the member’s highest compensation for 36 consecutive months. Benefits fully vest upon reaching five years of service.

The System also provides death and disability benefits. Benefits are established by State Statute. The “pension benefit obligation” is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure, which is the actuarial present value of credited projected benefits, is intended to help users assess the System’s funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among public employee retirement systems and employers. The System does not make separate rate measurements of assets and pension benefit obligations of individual employers.

The most recent available valuation report as of June 30, 2014 included the following financial information:

| | |
|--|---------------------------------|
| Total pension benefit obligation | \$ 43,997,060,180 |
| Net assets available for benefits at market value | <u>33,575,081,157</u> |
| Unfunded pension benefit obligation (28.8%) | <u>\$ 10,421,979,023</u> |

The Authority does not exercise any control over the System which is a component unit of the state of Nevada. Nevada Revised Statute 286.110 states that: "Respective participating public employers are not liable for any obligations of the system."

The unfunded accrued liability is to be amortized over a period of 24 years from July 1, 2000. The method of amortizing the unfunded accrued liability is the level percentage of payroll amortization, under which the dollar amounts of calculated amortization payments increase in direct proportion to the assumed growth rates.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 11 – EMPLOYEES RETIREMENT PLAN (CONTINUED)

Significant actuarial assumptions include an investment return rate of 8% per year compounded annually, projected salary increases based on the assumed 3.5% inflation rate plus an age-related salary scale.

The historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is presented in the System's Comprehensive Annual Financial Report, which may be obtained by writing to PERS, 693 W. Nye Lane, Carson City, Nevada 89703, or by calling (775)687-4200.

NOTE 12 – ECONOMIC DEPENDENCY

The Authority is economically dependent on annual contributions and grants from HUD. The Authority operated at a loss prior to receiving the contributions.

NOTE 13 – COMMITMENTS AND CONTINGENCIES

Amounts received or receivable from HUD are subject to audit and adjustment by grantor agencies. If expenses are disallowed as a result of these audits, the claims for reimbursement to the grantor agency would become a liability of the Authority. In the opinion of management, any such adjustments would not be significant.

The Authority is involved in various legal proceedings and litigation arising in the normal course of business. Management does not believe that the settlement of any such claims or litigation will have a material adverse effect on the Authority's financial position or results of operations.

NOTE 14 – RISK MANAGEMENT

The Authority is exposed to all common perils associated with the ownership and rental of real estate properties. A risk management program has been established to minimize loss occurrence and to transfer risk through various levels of insurance. Property, casualty, employee dishonesty and public officials' liability forms are used to cover the respective perils. Commercial carriers insure all common perils such as business auto, computer and other miscellaneous policies.

NOTE 15 – FUTURE ACCOUNTING PRONOUNCEMENTS

GASB routinely issues standards that will become effective in future years. The following is a list of standards that have been issued that management has determined may have an impact on future financial statements of the Authority.

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, establishes accounting and financial reporting requirements related to pensions for governments whose employees are provided with pensions through pension plans that are covered by the scope of this Statement, as well as for non-employer governments that have a legal obligation to contribute to those plans. This Statement will become effective for the reporting period ending September 30, 2015. The Authority is currently evaluating the specific impact of this Statement.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 16 – CONDENSED COMBINING INFORMATION FOR BLENDED COMPONENT UNITS

Condensed combining information for the Authority's two blended component units as of and for the year ended September 30, 2014 is provided as follows:

Condensed Statement of Net Position

| | Blended Component Units | | | Total |
|----------------------------------|--------------------------------|----------------------|-----------------------|-----------------------|
| | Affordable | Honolulu | Primary | |
| | Housing | Street Family | | |
| | Program, Inc. | Housing, Inc. | | |
| ASSETS | | | | |
| Current assets | \$ 375,315 | \$ - | \$ 22,332,139 | \$ 22,707,454 |
| Noncurrent assets | 7,450,000 | 337 | 9,721,646 | 17,171,983 |
| Capital assets | - | - | 158,915,607 | 158,915,607 |
| Total assets | <u>\$ 7,825,315</u> | <u>\$ 337</u> | <u>\$ 190,969,392</u> | <u>\$ 198,795,044</u> |
| LIABILITIES | | | | |
| Interprogram liabilities | \$ 15,000 | \$ - | \$ (15,000) | \$ - |
| Other current liabilities | - | - | 4,774,688 | 4,774,688 |
| Noncurrent liabilities | 3,700,000 | 749 | 6,335,621 | 10,036,370 |
| Total liabilities | <u>3,715,000</u> | <u>749</u> | <u>11,095,309</u> | <u>14,811,058</u> |
| NET POSITION | | | | |
| Net investment in capital assets | - | - | 156,439,397 | 156,439,397 |
| Restricted | - | - | 6,878,128 | 6,878,128 |
| Unrestricted | 4,110,315 | (412) | 16,556,558 | 20,666,461 |
| Total net position | <u>\$ 4,110,315</u> | <u>\$ (412)</u> | <u>\$ 179,874,083</u> | <u>\$ 183,983,986</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 16 – CONDENSED COMBINING INFORMATION FOR BLENDED COMPONENT UNITS (CONTINUED)

Condensed Statement of Revenues, Expenses and Changes in Net Position

| | <u>Blended Component Units</u> | | | <u>Total</u> |
|---|---|---|-------------------------------|-----------------------|
| | <u>Affordable Housing Program, Inc.</u> | <u>Honolulu Street Family Housing, Inc.</u> | <u>Primary Government</u> | |
| Operating revenues | | | | |
| Tenant revenues | \$ - | \$ - | \$ 11,013,410 | \$ 11,013,410 |
| Other revenues | 41,140 | 23 | 138,002,645 | 138,043,808 |
| Total operating revenues | <u>41,140</u> | <u>23</u> | <u>149,016,055</u> | <u>149,057,218</u> |
| Operating expenses | | | | |
| Administration | - | - | 16,850,559 | 16,850,559 |
| Tenant services | - | - | 2,957,739 | 2,957,739 |
| Utilities | - | - | 3,479,564 | 3,479,564 |
| Maintenance | - | - | 10,547,651 | 10,547,651 |
| General expenses | 41,100 | - | 2,833,731 | 2,874,831 |
| Housing assistance payments | - | - | 102,846,805 | 102,846,805 |
| Depreciation | - | - | 10,245,364 | 10,245,364 |
| Total operating expenses | <u>41,100</u> | <u>-</u> | <u>149,761,413</u> | <u>149,802,513</u> |
| Revenue over/(under) operating expenses | 40 | 23 | (745,358) | (745,295) |
| Non-operating revenue (expense) | - | - | 1,146,798 | 1,146,798 |
| Capital contributions | <u>-</u> | <u>-</u> | <u>1,562,710</u> | <u>1,562,710</u> |
| Change in net position | 40 | 23 | 1,964,150 | 1,964,213 |
| Net position - beginning of year | <u>4,110,275</u> | <u>(435)</u> | <u>177,909,933</u> | <u>182,019,773</u> |
| Net position - end of year | <u>\$ 4,110,315</u> | <u>\$ (412)</u> | <u>\$ 179,874,083</u> | <u>\$ 183,983,986</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
September 30, 2014

NOTE 16 – CONDENSED COMBINING INFORMATION FOR BLENDED COMPONENT UNITS (CONTINUED)

Condensed Statement of Cash Flows

| | <u>Blended Component Units</u> | | | <u>Total</u> |
|--|---|---|-------------------------------|----------------------|
| | <u>Affordable Housing Program, Inc.</u> | <u>Honolulu Street Family Housing, Inc.</u> | <u>Primary Government</u> | |
| Net cash provided by: | | | | |
| Operating activities | \$ (673,252) | \$ - | \$ 6,870,336 | \$ 6,197,084 |
| Investing activities | - | - | (7,455,766) | (7,455,766) |
| Capital and related financing activities | - | - | (2,876,587) | (2,876,587) |
| Net increase/(decrease) in cash | (673,252) | - | (3,462,017) | (4,135,269) |
| Cash - beginning of year | <u>1,033,567</u> | <u>-</u> | <u>13,492,005</u> | <u>14,525,572</u> |
| Cash - end of year | <u>\$ 360,315</u> | <u>\$ -</u> | <u>\$ 10,029,988</u> | <u>\$ 10,390,303</u> |

This information is an integral part of the accompanying financial information.

SUPPLEMENTAL INFORMATION

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Account Description | Project Total | Housing Choice Vouchers | Mainstream Vouchers | Component Units | State/Local | Business Activities | Resident Opportunity Support Svcs |
|--------------------------------|---|-----------------------|----------------------------|------------------------|---------------------|------------------|----------------------|---|
| CURRENT ASSETS | | | | | | | | |
| Cash: | | | | | | | | |
| 111 | Unrestricted | \$ 6,266,155 | \$ 600,698 | \$ - | \$ 360,315 | \$ - | \$ - | \$ - |
| 113 | Other restricted | 868,677 | 1,038,230 | 36,541 | - | - | 100,404 | - |
| 114 | Tenant security deposits | 802,326 | - | - | - | - | 316,957 | - |
| 100 | Total cash | <u>7,937,158</u> | <u>1,638,928</u> | <u>36,541</u> | <u>360,315</u> | <u>-</u> | <u>417,361</u> | <u>-</u> |
| Accounts and notes receivable: | | | | | | | | |
| 121 | PHA projects | - | 291,872 | - | - | - | - | - |
| 122 | HUD other projects | 668,918 | - | - | - | - | 39,996 | 79,506 |
| 124 | Other government | 4,189 | - | - | 15,000 | - | - | - |
| 125 | Miscellaneous | 24,169 | 684,811 | 2,798 | - | 7,080 | 11,591 | - |
| 126 | Tenants | 203,989 | - | - | - | - | 12,805 | - |
| 126.1 | Allowance for doubtful accounts - tenants | (73,621) | - | - | - | - | (14,322) | - |
| 126.2 | Allowance for doubtful accounts - other | - | (866,187) | (2,153) | - | - | - | - |
| 128 | Fraud recovery | - | 1,536,159 | - | - | - | - | - |
| 128.1 | Allowance for doubtful accounts - fraud | - | (1,277,740) | - | - | - | - | - |
| 129 | Accrued interest receivable | 9,356 | 2,794 | - | - | - | 224 | - |
| 120 | Total receivables, net of allowances | <u>837,000</u> | <u>371,709</u> | <u>645</u> | <u>15,000</u> | <u>7,080</u> | <u>50,294</u> | <u>79,506</u> |
| 131 | Investments - unrestricted | 327,570 | 142,325 | 733,554 | - | - | - | - |
| 132 | Investments - restricted | 4,306,060 | 1,076,824 | - | - | - | - | - |
| | Total current investments | <u>4,633,630</u> | <u>1,219,149</u> | <u>733,554</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| 142 | Prepaid expenses and other assets | 2,045,777 | - | - | - | - | 86,613 | - |
| 143 | Inventories | 787,641 | - | - | - | - | 235,653 | - |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | - | - | - |
| 144 | Interprogram - due from | 2,383,472 | 4,200 | 218,255 | - | 36,824 | - | - |
| 150 | Total current assets | <u>18,624,678</u> | <u>3,233,986</u> | <u>988,995</u> | <u>375,315</u> | <u>43,904</u> | <u>789,921</u> | <u>79,506</u> |
| NONCURRENT ASSETS | | | | | | | | |
| Fixed assets: | | | | | | | | |
| 161 | Land | 17,311,950 | - | - | - | - | 3,222,734 | - |
| 162 | Buildings | 213,508,382 | 1,238,468 | - | - | - | 46,982,845 | - |
| 163 | Furniture, equipment & machinery - dwellings | 75,039 | - | - | - | - | - | - |
| 164 | Furniture, equipment & machinery - admin. | 1,702,550 | 494,744 | - | - | - | 361,537 | - |
| 165 | Leasehold improvements | 16,491,268 | - | - | - | - | - | - |
| 166 | Accumulated depreciation | (130,612,233) | (597,802) | - | - | - | (17,280,567) | - |
| 167 | Construction in progress | 679,432 | - | - | - | - | - | - |
| 168 | Infrastructure | 3,431,176 | - | - | - | - | 572,050 | - |
| 160 | Total fixed assets, net of accumulated depreciation | <u>122,587,564</u> | <u>1,135,410</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>33,858,599</u> | <u>-</u> |
| 171 | Notes, loans and mortgages receivable - noncurrent | 7,665,087 | 332,759 | - | 4,110,000 | - | 1,723,800 | - |
| 174 | Other assets | - | - | - | 3,340,000 | - | - | - |
| 176 | Investment in joint ventures | - | - | - | 337 | - | - | - |
| 180 | Total noncurrent assets | <u>130,252,651</u> | <u>1,468,169</u> | <u>-</u> | <u>7,450,337</u> | <u>-</u> | <u>35,582,399</u> | <u>-</u> |
| 190 | TOTAL ASSETS | <u>\$ 148,877,329</u> | <u>\$ 4,702,155</u> | <u>\$ 988,995</u> | <u>\$ 7,825,652</u> | <u>\$ 43,904</u> | <u>\$ 36,372,320</u> | <u>\$ 79,506</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Account Description | Community Development Block Grant / Neighborhood Stabilization Program | | | | | COCC | Elimination | SNRHA Proprietary Fund Total | Discretely Presented Component Unit | Total |
|--------------------------------|---|--|------------------------------------|---|-----------------------|--------------|----------------|----------------|------------------------------|-------------------------------------|-------|
| | | Home Investment Partnerships | Neighborhood Stabilization Program | Community Development Block Grant (STATE) | Other Federal Program | | | | | | |
| CURRENT ASSETS | | | | | | | | | | | |
| Cash: | | | | | | | | | | | |
| 111 | Unrestricted | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 7,227,168 | \$ - | \$ 7,227,168 | |
| 113 | Other restricted | - | - | - | - | - | - | 2,043,852 | - | 2,043,852 | |
| 114 | Tenant security deposits | - | - | - | - | - | - | 1,119,283 | - | 1,119,283 | |
| 100 | Total cash | - | - | - | - | - | - | 10,390,303 | - | 10,390,303 | |
| Accounts and notes receivable: | | | | | | | | | | | |
| 121 | PHA projects | - | - | - | - | - | - | 291,872 | - | 291,872 | |
| 122 | HUD other projects | - | - | - | - | - | - | 788,420 | - | 788,420 | |
| 124 | Other government | 154,411 | 495,566 | - | 394,206 | - | - | 1,063,372 | - | 1,063,372 | |
| 125 | Miscellaneous | 3,245 | - | - | - | - | - | 733,694 | - | 733,694 | |
| 126 | Tenants | - | 15,216 | - | - | - | - | 232,010 | - | 232,010 | |
| 126.1 | Allowance for doubtful accounts - tenants | - | - | - | - | - | - | (87,943) | - | (87,943) | |
| 126.2 | Allowance for doubtful accounts -other | (2,828) | - | - | - | - | - | (871,168) | - | (871,168) | |
| 128 | Fraud recovery | - | - | - | - | - | - | 1,536,159 | - | 1,536,159 | |
| 128.1 | Allowance for doubtful accounts - fraud | - | - | - | - | - | - | (1,277,740) | - | (1,277,740) | |
| 129 | Accrued interest receivable | - | - | - | - | - | - | 12,374 | - | 12,374 | |
| 120 | Total receivables, net of allowances | 154,828 | 510,782 | - | 394,206 | - | - | 2,421,050 | - | 2,421,050 | |
| 131 | Investments - unrestricted | - | - | - | - | - | - | 1,203,449 | - | 1,203,449 | |
| 132 | Investments - restricted | - | - | - | - | - | - | 5,382,884 | - | 5,382,884 | |
| | Total current investments | - | - | - | - | - | - | 6,586,333 | - | 6,586,333 | |
| 142 | Prepaid expenses and other assets | - | - | - | 3,204 | 2,092 | - | 2,137,686 | - | 2,137,686 | |
| 143 | Inventories | - | - | - | - | 174,300 | - | 1,197,594 | - | 1,197,594 | |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | (25,512) | - | (25,512) | - | (25,512) | |
| 144 | Interprogram - due from | - | - | 1,714 | - | 1,516,321 | (4,160,786) | - | - | - | |
| 150 | Total current assets | 154,828 | 510,782 | 1,714 | 397,410 | 1,667,201 | (4,160,786) | 22,707,454 | - | 22,707,454 | |
| NONCURRENT ASSETS | | | | | | | | | | | |
| Fixed assets: | | | | | | | | | | | |
| 161 | Land | - | - | - | - | 215,819 | - | 20,750,503 | 1,360,000 | 22,110,503 | |
| 162 | Buildings | - | - | - | - | 4,306,730 | - | 266,036,425 | - | 266,036,425 | |
| 163 | Furniture, equipment & machinery - dwellings | - | - | - | - | - | - | 75,039 | - | 75,039 | |
| 164 | Furniture, equipment & machinery - admin. | - | - | - | - | 2,199,089 | - | 4,757,920 | - | 4,757,920 | |
| 165 | Leasehold improvements | - | - | - | - | 64,658 | - | 16,555,926 | - | 16,555,926 | |
| 166 | Accumulated depreciation | - | - | - | - | (5,452,262) | - | (153,942,864) | - | (153,942,864) | |
| 167 | Construction in progress | - | - | - | - | - | - | 679,432 | 14,942,016 | 15,621,448 | |
| 168 | Infrastructure | - | - | - | - | - | - | 4,003,226 | - | 4,003,226 | |
| 160 | Total fixed assets, net of accumulated depreciation | - | - | - | - | 1,334,034 | - | 158,915,607 | 16,302,016 | 175,217,623 | |
| 171 | Notes, loans and mortgages receivable - noncurrent | - | - | - | - | - | - | 13,831,646 | - | 13,831,646 | |
| 174 | Other assets | - | - | - | - | - | - | 3,340,000 | - | 3,340,000 | |
| 176 | Investment in joint ventures | - | - | - | - | - | - | 337 | - | 337 | |
| 180 | Total noncurrent assets | - | - | - | - | 1,334,034 | - | 176,087,590 | 16,302,016 | 192,389,606 | |
| 190 | TOTAL ASSETS | \$ 154,828 | \$ 510,782 | \$ 1,714 | \$ 397,410 | \$ 3,001,235 | \$ (4,160,786) | \$ 198,795,044 | \$ 16,302,016 | \$ 215,097,060 | |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Account Description | Project Total | Housing Choice Vouchers | Mainstream Vouchers | Component Units | State/Local | Business Activities | Resident Opportunity Support Svcs |
|-------------------------------|---|-----------------------|----------------------------|------------------------|---------------------|------------------|----------------------|---|
| CURRENT LIABILITIES | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable <= 90 days | 1,356,012 | 91,806 | - | - | - | 269,641 | 88 |
| 321 | Accrued wage/payroll taxes payable | 110,507 | 95,293 | - | - | - | 43,663 | 6,802 |
| 322 | Accrued compensated absences - current portion | 217,203 | 101,376 | - | - | - | 57,403 | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - |
| 332 | Accounts payable- PHA projects | - | 323,719 | - | - | - | - | - |
| 333 | Accounts payable - other government | 227,385 | - | - | - | - | - | - |
| 341 | Tenant security deposits | 605,821 | - | - | - | - | 315,557 | - |
| 342 | Deferred revenues | 28,524 | 4,258 | - | - | 43,904 | 58,358 | - |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | 180,656 | - |
| 344 | Current portion of LT debt - operating | 48,911 | - | - | - | - | 56,600 | - |
| 345 | Other current liabilities | 46,878 | - | - | - | - | 194 | - |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - |
| 347 | Interprogram (due to) | 509,778 | - | - | 15,000 | - | 2,649,098 | 72,616 |
| 348 | Loan liability - current | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>3,151,019</u> | <u>616,452</u> | <u>-</u> | <u>15,000</u> | <u>43,904</u> | <u>3,631,170</u> | <u>79,506</u> |
| NONCURRENT LIABILITIES | | | | | | | | |
| 351 | LT debt, net of current - capital projects/mortg | - | - | - | - | - | 2,295,554 | - |
| 352 | LT debt, net of current - operating borrowings | 150,934 | - | - | - | - | 1,046,926 | - |
| 353 | Non-current liabilities - other | 197,876 | 553,172 | - | - | - | - | - |
| 354 | Accrued compensated absences - noncurrent | 868,811 | 405,504 | - | - | - | 229,615 | - |
| 355 | Loan liability - noncurrent | - | - | - | 3,700,749 | - | - | - |
| 350 | Total noncurrent liabilities | <u>1,217,621</u> | <u>958,676</u> | <u>-</u> | <u>3,700,749</u> | <u>-</u> | <u>3,572,095</u> | <u>-</u> |
| 300 | Total liabilities | <u>4,368,640</u> | <u>1,575,128</u> | <u>-</u> | <u>3,715,749</u> | <u>43,904</u> | <u>7,203,265</u> | <u>79,506</u> |
| EQUITY | | | | | | | | |
| 508.1 | Invested in capital assets, net of related debt | 122,587,564 | 1,135,410 | - | - | - | 31,382,389 | - |
| 511.1 | Restricted net assets | 5,177,901 | 1,561,882 | 36,541 | - | - | 101,804 | - |
| 512.1 | Unrestricted net assets | 16,743,224 | 429,735 | 952,454 | 4,109,903 | - | (2,315,138) | - |
| 513 | Total equity/net assets | <u>144,508,689</u> | <u>3,127,027</u> | <u>988,995</u> | <u>4,109,903</u> | <u>-</u> | <u>29,169,055</u> | <u>-</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 148,877,329</u> | <u>\$ 4,702,155</u> | <u>\$ 988,995</u> | <u>\$ 7,825,652</u> | <u>\$ 43,904</u> | <u>\$ 36,372,320</u> | <u>\$ 79,506</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Account Description | Community Development Block Grant / Neighborhood Stabilization Program | | | | | | SNRHA Proprietary Fund Total | Discretely Presented Component Unit | Total |
|-------------------------------|---|--|-----------------------|---|------------------------|---------------------|-----------------------|------------------------------|-------------------------------------|-----------------------|
| | | Home Investment Partnerships | Stabilization Program | Community Development Block Grant (STATE) | Other Federal Programs | COCC | Elimination | | | |
| CURRENT LIABILITIES | | | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable <= 90 days | 65 | 47,227 | - | 87,425 | 74,125 | - | 1,926,389 | - | 1,926,389 |
| 321 | Accrued wage/payroll taxes payable | 1,884 | 681 | 1,714 | 11,444 | 112,719 | - | 384,707 | - | 384,707 |
| 322 | Accrued compensated absences - current portion | - | - | - | - | 146,807 | - | 522,789 | - | 522,789 |
| 324 | Accrued contingency liability | - | - | - | - | - | - | - | - | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - | - | - |
| 332 | Account payable - PHA projects | - | - | - | - | - | - | 323,719 | - | 323,719 |
| 333 | Accounts payable - other government | - | - | - | - | - | - | 227,385 | - | 227,385 |
| 341 | Tenant security deposits | - | - | - | - | - | - | 921,378 | - | 921,378 |
| 342 | Deferred revenues | - | - | - | - | 38 | - | 135,082 | - | 135,082 |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | - | 180,656 | - | 180,656 |
| 344 | Current portion of LT debt - operating | - | - | - | - | - | - | 105,511 | - | 105,511 |
| 345 | Other current liabilities | - | - | - | - | - | - | 47,072 | - | 47,072 |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - | - | - |
| 347 | Interprogram (due to) | 152,879 | 462,874 | - | 298,541 | - | (4,160,786) | - | - | - |
| 348 | Loan liability - current | - | - | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>154,828</u> | <u>510,782</u> | <u>1,714</u> | <u>397,410</u> | <u>333,689</u> | <u>(4,160,786)</u> | <u>4,774,688</u> | <u>-</u> | <u>4,774,688</u> |
| NONCURRENT LIABILITIES | | | | | | | | | | |
| 351 | LT debt, net of current - capital projects/mortg | - | - | - | - | - | - | 2,295,554 | 15,453,666 | 17,749,220 |
| 352 | LT debt, net of current - operating borrowings | - | - | - | - | - | - | 1,197,860 | - | 1,197,860 |
| 353 | Non-current liabilities - other | - | - | - | - | - | - | 751,048 | - | 751,048 |
| 354 | Accrued compensated absences - noncurrent | - | - | - | - | 587,229 | - | 2,091,159 | - | 2,091,159 |
| 355 | Loan liability - noncurrent | - | - | - | - | - | - | 3,700,749 | - | 3,700,749 |
| 357 | Accrued pension and OPEB liability | - | - | - | - | - | - | - | - | - |
| 350 | Total noncurrent liabilities | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>587,229</u> | <u>-</u> | <u>10,036,370</u> | <u>15,453,666</u> | <u>25,490,036</u> |
| 300 | Total liabilities | <u>154,828</u> | <u>510,782</u> | <u>1,714</u> | <u>397,410</u> | <u>920,918</u> | <u>(4,160,786)</u> | <u>14,811,058</u> | <u>15,453,666</u> | <u>30,264,724</u> |
| EQUITY | | | | | | | | | | |
| 508.1 | Invested in capital assets, net of related debt | - | - | - | - | 1,334,034 | - | 156,439,397 | 848,350 | 157,287,747 |
| 511.1 | Restricted net assets | - | - | - | - | - | - | 6,878,128 | - | 6,878,128 |
| 512.1 | Unrestricted net assets | - | - | - | - | 746,283 | - | 20,666,461 | - | 20,666,461 |
| 513 | Total equity/net assets | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>2,080,317</u> | <u>-</u> | <u>183,983,986</u> | <u>848,350</u> | <u>184,832,336</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 154,828</u> | <u>\$ 510,782</u> | <u>\$ 1,714</u> | <u>\$ 397,410</u> | <u>\$ 3,001,235</u> | <u>\$ (4,160,786)</u> | <u>\$ 198,795,044</u> | <u>\$ 16,302,016</u> | <u>\$ 215,097,060</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Item # | Account Description | Housing Choice | | | | | Resident Opportunity | |
|------------------------------------|---|----------------|-------------|---------------------|-----------------|-------------|----------------------|--------------|
| | | Project Total | Vouchers | Mainstream Vouchers | Component Units | State/Local | Business Activities | Support Svcs |
| REVENUE | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ 5,118,510 | \$ - | \$ - | \$ - | \$ - | \$ 5,117,537 | \$ - |
| 70400 | Tenant revenue - other | 398,912 | - | - | - | - | 378,451 | - |
| 70500 | Total tenant revenue | 5,517,422 | - | - | - | - | 5,495,988 | - |
| 70600 | HUD PHA operating grants | 18,724,833 | 103,673,756 | 827,608 | - | - | - | 431,522 |
| 70610 | Capital grants | 2,411,060 | - | - | - | - | - | - |
| 70710 | Management fee | - | - | - | - | - | - | - |
| 70720 | Asset management fee | - | - | - | - | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | - | - | - |
| 70740 | Front line service fee | - | - | - | - | - | - | - |
| 70800 | Other governmental grants | 190,000 | - | - | 1,226,242 | - | 111 | - |
| 71100 | Investment income - unrestricted | - | 136 | - | 20 | - | 9 | - |
| 71200 | Mortgage interest income | - | 3,328 | - | 41,100 | - | 80,673 | - |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | 9,111 | 305,052 | - | - | - | - | - |
| 71500 | Other revenue | 321,581 | 2,914,434 | 904 | 43 | - | 932,957 | - |
| 71600 | Gain or loss on the sale of fixed assets | 1,835,326 | - | - | - | - | 846,891 | - |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - |
| 70000 | Total revenue | 29,009,333 | 106,896,706 | 828,512 | 1,267,405 | - | 7,356,629 | 431,522 |
| EXPENSES | | | | | | | | |
| Administrative: | | | | | | | | |
| 91100 | Administrative salaries | 1,412,700 | 3,147,072 | - | - | - | 593,108 | - |
| 91200 | Auditing fees | 96,202 | 15,778 | - | - | - | 25,844 | - |
| 91300 | Management fee | 2,444,489 | 905,580 | - | - | - | 644,389 | - |
| 91310 | Bookkeeping fee | 246,207 | 889,087 | - | - | - | 87,483 | - |
| 91400 | Advertising and marketing | 250 | 25 | - | - | - | 13,456 | - |
| 91500 | Employee benefit contributions - administrative | 661,876 | 1,495,380 | - | - | - | 275,435 | - |
| 91600 | Office expenses | 175,160 | 534,698 | - | - | - | 64,795 | - |
| 91700 | Legal expense | 39,165 | 24,385 | - | - | - | 149,971 | - |
| 91800 | Travel | 48,895 | 3,720 | - | - | - | 4,467 | - |
| 91900 | Other | 3,037,353 | 236,389 | - | - | - | 353,338 | - |
| 91000 | Total administrative | 8,162,297 | 7,252,114 | - | - | - | 2,212,286 | - |
| 92000 | Asset management fee | 245,810 | - | - | - | - | - | - |
| Tenant services: | | | | | | | | |
| 92100 | Salaries | 163,088 | 488,542 | - | - | - | 22,969 | 286,335 |
| 92200 | Relocation costs | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | 76,783 | 235,071 | - | - | - | 10,739 | 125,335 |
| 92400 | Other | 60,144 | 26,767 | - | - | - | 40,562 | 14,256 |
| 92500 | Total tenant services | 300,015 | 750,380 | - | - | - | 74,270 | 425,926 |
| Utilities: | | | | | | | | |
| 93100 | Water | 1,260,952 | - | - | - | - | 215,849 | - |
| 93200 | Electricity | 733,778 | 17,365 | - | - | - | 230,175 | - |
| 93300 | Gas | 141,173 | - | - | - | - | 12,591 | - |
| 93400 | Fuel | - | - | - | - | - | 56 | - |
| 93600 | Sewer | 543,191 | 13,867 | - | - | - | 216,901 | - |
| 93800 | Other utilities expense | - | - | - | - | - | - | - |
| 93000 | Total utilities | 2,679,094 | 31,232 | - | - | - | 675,572 | - |
| Ordinary maintenance & operations: | | | | | | | | |
| 94100 | Labor | 2,467,265 | 188 | - | - | - | 678,736 | - |
| 94200 | Materials and other | 971,092 | 20,088 | - | - | - | 323,439 | - |
| 94300 | Contracts | 1,985,435 | 44,664 | - | - | - | 963,795 | - |
| 94500 | Employee benefits contribution | 1,131,863 | 46 | - | - | - | 323,213 | - |
| 94000 | Total ordinary maintenance & operations | 6,555,655 | 64,986 | - | - | - | 2,289,183 | - |
| Protective services: | | | | | | | | |
| 95100 | Labor | - | - | - | - | - | - | - |
| 95200 | Other contract costs | - | - | - | - | - | - | - |
| 95300 | Other | 461,286 | 3,300 | - | - | - | 72,253 | - |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - |
| 95000 | Total protective services | 461,286 | 3,300 | - | - | - | 72,253 | - |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Account Description | Community | | | | | Elimination | SNRHA Proprietary Fund Total | Discretely Presented Component Unit | Total |
|------------------------------------|---|------------------------------|--|---|----------------------|-----------|-------------|------------------------------|-------------------------------------|---------------|
| | | Home Investment Partnerships | Development Block Grant / Neighborhood Stabilization Program | Community Development Block Grant (STATE) | Other Federal Grants | COCC | | | | |
| REVENUE | | | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 10,236,047 | \$ - | \$ 10,236,047 |
| 70400 | Tenant revenue - other | - | - | - | - | - | - | 777,363 | - | 777,363 |
| 70500 | Total tenant revenue | - | - | - | - | - | - | 11,013,410 | - | 11,013,410 |
| 70600 | HUD PHA operating grants | - | - | - | - | - | - | 123,657,719 | - | 123,657,719 |
| 70610 | Capital grants | - | - | - | - | - | - | 2,411,060 | - | 2,411,060 |
| 70710 | Management fee | - | - | - | - | 3,959,787 | (3,959,787) | - | - | - |
| 70720 | Asset management fee | - | - | - | - | 245,810 | (245,810) | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | 1,222,778 | (1,222,778) | - | - | - |
| 70740 | Front line service fee | - | - | - | - | 2,908,974 | (2,908,974) | - | - | - |
| 70800 | Other governmental grants | 476,930 | 4,059,824 | 1,406,340 | 1,172,452 | - | - | 8,531,899 | - | 8,531,899 |
| 71100 | Investment income - unrestricted | - | - | - | - | 105 | - | 270 | - | 270 |
| 71200 | Mortgage interest income | - | - | - | - | - | - | 125,101 | - | 125,101 |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | - | - | - | - | - | - | 314,163 | - | 314,163 |
| 71500 | Other revenue | - | - | - | - | 431,327 | (34,670) | 4,566,576 | 848,350 | 5,414,926 |
| 71600 | Gain or loss on the sale of fixed assets | - | - | - | - | - | - | 2,682,217 | - | 2,682,217 |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - | - | - |
| 70000 | Total revenue | 476,930 | 4,059,824 | 1,406,340 | 1,172,452 | 8,768,781 | (8,372,019) | 153,302,415 | 848,350 | 154,150,765 |
| EXPENSES | | | | | | | | | | |
| Administrative: | | | | | | | | | | |
| 91100 | Administrative salaries | 51,078 | 100,783 | 118,043 | - | 3,338,390 | - | 8,761,174 | - | 8,761,174 |
| 91200 | Auditing fees | - | - | - | - | 15,777 | - | 153,601 | - | 153,601 |
| 91300 | Management fee | - | - | - | - | - | (3,994,458) | - | - | - |
| 91310 | Bookkeeping fee | - | - | - | - | - | (1,222,777) | - | - | - |
| 91400 | Advertising and marketing | - | - | 4,862 | - | 34,558 | - | 53,151 | - | 53,151 |
| 91500 | Employee benefit contributions - administrative | 24,129 | 33,053 | 50,569 | - | 1,584,340 | - | 4,124,782 | - | 4,124,782 |
| 91600 | Office expenses | - | 2 | 1,267 | - | 833,874 | - | 1,609,796 | - | 1,609,796 |
| 91700 | Legal expense | - | - | - | - | 531,829 | - | 745,350 | - | 745,350 |
| 91800 | Travel | - | - | - | - | 44,059 | - | 101,141 | - | 101,141 |
| 91900 | Other | - | 161,615 | 93,696 | - | 328,147 | (2,908,974) | 1,301,564 | - | 1,301,564 |
| 91000 | Total administrative | 75,207 | 295,453 | 268,437 | - | 6,710,974 | (8,126,209) | 16,850,559 | - | 16,850,559 |
| 92000 | Asset management fee | - | - | - | - | - | (245,810) | - | - | - |
| Tenant services: | | | | | | | | | | |
| 92100 | Salaries | - | - | - | 373,715 | 773 | - | 1,335,422 | - | 1,335,422 |
| 92200 | Relocation costs | - | - | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | - | - | - | 159,107 | 191,747 | - | 798,782 | - | 798,782 |
| 92400 | Other | - | - | - | 638,994 | 42,812 | - | 823,535 | - | 823,535 |
| 92500 | Total tenant services | - | - | - | 1,171,816 | 235,332 | - | 2,957,739 | - | 2,957,739 |
| Utilities: | | | | | | | | | | |
| 93100 | Water | - | 210 | - | 71 | 41,344 | - | 1,518,426 | - | 1,518,426 |
| 93200 | Electricity | - | - | - | 323 | 44,479 | - | 1,026,120 | - | 1,026,120 |
| 93300 | Gas | - | - | - | 114 | 4,207 | - | 158,085 | - | 158,085 |
| 93400 | Fuel | - | - | - | - | - | - | 56 | - | 56 |
| 93600 | Sewer | - | - | - | 128 | 2,790 | - | 776,877 | - | 776,877 |
| 93800 | Other utilities expense | - | - | - | - | - | - | - | - | - |
| 93000 | Total utilities | - | 210 | - | 636 | 92,820 | - | 3,479,564 | - | 3,479,564 |
| Ordinary maintenance & operations: | | | | | | | | | | |
| 94100 | Labor | - | 1,460 | - | - | 1,102,419 | - | 4,250,068 | - | 4,250,068 |
| 94200 | Materials and other | - | - | - | - | 42,216 | - | 1,356,835 | - | 1,356,835 |
| 94300 | Contracts | - | 41,772 | 840 | - | 95,319 | - | 3,131,825 | - | 3,131,825 |
| 94500 | Employee benefits contribution | - | 794 | - | - | 353,007 | - | 1,808,923 | - | 1,808,923 |
| 94000 | Total ordinary maintenance & operations | - | 44,026 | 840 | - | 1,592,961 | - | 10,547,651 | - | 10,547,651 |
| Protective services: | | | | | | | | | | |
| 95100 | Labor | - | - | - | - | - | - | - | - | - |
| 95200 | Other contract costs | - | - | - | - | - | - | - | - | - |
| 95300 | Other | - | - | - | - | 5,815 | - | 542,654 | - | 542,654 |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - | - | - |
| 95000 | Total protective services | - | - | - | - | 5,815 | - | 542,654 | - | 542,654 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Account Description | Housing Choice | | | | | Resident Opportunity | |
|---|---|----------------|----------------|---------------------|-----------------|-------------|----------------------|--------------|
| | | Project Total | Vouchers | Mainstream Vouchers | Component Units | State/Local | Business Activities | Support Svcs |
| EXPENSES (Continued) | | | | | | | | |
| Insurance premiums: | | | | | | | | |
| 96110 | Property insurance | \$ 594,849 | \$ 73,437 | \$ - | \$ - | \$ - | \$ 115,774 | \$ - |
| 96120 | Liability insurance | - | - | - | - | - | - | - |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - |
| 96140 | All other insurance | 16,108 | - | - | - | - | 3,570 | - |
| 96100 | Total insurance premiums | 610,957 | 73,437 | - | - | - | 119,344 | - |
| Other general expenses | | | | | | | | |
| 96200 | Other general expenses | 323,617 | 136,958 | 196 | - | - | 166,905 | - |
| 96210 | Compensated absences | 47,688 | 57,817 | - | - | - | 23,185 | 5,596 |
| 96300 | Payments in lieu of taxes | 195,822 | - | - | - | - | - | - |
| 96400 | Bad debt - tenants rent | 232,078 | - | - | - | - | 144,032 | - |
| 96600 | Bad debt - other | - | - | - | - | - | 3,933 | - |
| 96800 | Severance expense | - | - | - | - | - | - | - |
| 96000 | Total other general expenses | 799,205 | 194,775 | 196 | - | - | 338,055 | 5,596 |
| Interest expense and amortization costs | | | | | | | | |
| 96710 | Interest on mortgage/bonds payable | 13,514 | - | - | 41,100 | - | 354,602 | - |
| 96720 | Interest on notes payable | 2,130 | 5,610 | - | - | - | 494 | - |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - |
| 96700 | Total interest expense and amortization costs | 15,644 | 5,610 | - | 41,100 | - | 355,096 | - |
| 96900 | Total operating expenses | 19,829,963 | 8,375,834 | 196 | 41,100 | - | 6,136,059 | 431,522 |
| 97000 | Excess of operating revenue over operating expenses | 9,179,370 | 98,520,872 | 828,316 | 1,226,305 | - | 1,220,570 | - |
| Other financing sources (uses): | | | | | | | | |
| 97100 | Extraordinary maintenance | 882,278 | - | - | - | - | 193,333 | - |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | 10,683 | - |
| 97300 | Housing assistance payments | - | 99,065,519 | 710,372 | - | - | - | - |
| 97350 | HAP portability in | - | 2,669,191 | - | - | - | - | - |
| 97400 | Depreciation expense | 8,667,937 | 74,590 | - | - | - | 1,283,663 | - |
| 90000A | Total other expenses | 9,550,215 | 101,809,300 | 710,372 | - | - | 1,487,679 | - |
| 90000 | Total expenses | 29,380,178 | 110,185,134 | 710,568 | 41,100 | - | 7,623,738 | 431,522 |
| Other financing sources (uses): | | | | | | | | |
| 10010 | Operating transfer in | - | - | - | - | - | 7,489,118 | - |
| 10020 | Operating transfer out | - | - | - | - | - | (297,422) | - |
| 10040 | Operating transfer out - component unit | - | - | - | (1,226,242) | - | 1,226,242 | - |
| 10091 | Inter project excess cash transfer in | 2,315,787 | - | - | - | - | - | - |
| 10092 | Inter project excess cash transfer out | (2,315,787) | - | - | - | - | - | - |
| 10093 | Transfer from program and project - in | - | - | - | - | - | - | - |
| 10094 | Transfer from program and project - out | - | - | - | - | - | - | - |
| 10100 | Total other financing sources (uses) | - | - | - | (1,226,242) | - | 8,417,938 | - |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ (370,845) | \$ (3,288,428) | \$ 117,944 | \$ 63 | \$ - | \$ 8,150,829 | \$ - |
| Memo Account Information | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11030 | Beginning equity | 144,879,534 | 6,415,455 | 871,051 | 4,109,840 | - | 21,018,226 | - |
| 11040 | Prior period adjustments, equity transfers & correction | - | - | - | - | - | - | - |
| 11170 | Administrative fee equity | - | 1,565,145 | - | - | - | - | - |
| 11180 | Housing assistance payments equity | - | 1,561,882 | - | - | - | - | - |
| 11190 | Unit months available | 35,784 | 121,578 | 1,140 | - | - | 12,612 | - |
| 11210 | Unit months leased | 34,445 | 118,545 | 1,083 | - | - | 11,664 | - |
| 11270 | Excess cash | 5,812,147 | - | - | - | - | - | - |
| 11610 | Land purchases | - | - | - | - | - | - | - |
| 11620 | Building purchases | 2,411,060 | - | - | - | - | - | - |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Account Description | Community Development Block | | | | Other Federal Grants | COCC | Elimination | SNRHA Proprietary Fund Total | Discretely Presented Component Unit | Total |
|---|---|------------------------------|------------------------------------|---|-------------------|----------------------|-------------|--------------|------------------------------|-------------------------------------|-------|
| | | Home Investment Partnerships | Neighborhood Stabilization Program | Grant / Community Development Block Grant (STATE) | Development Block | | | | | | |
| EXPENSES (Continued) | | | | | | | | | | | |
| Insurance premiums: | | | | | | | | | | | |
| 96110 | Property insurance | \$ - | \$ - | \$ - | \$ - | \$ 9,599 | \$ - | \$ 793,659 | \$ - | \$ 793,659 | |
| 96120 | Liability insurance | - | - | - | - | 56,001 | - | 56,001 | - | 56,001 | |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - | - | - | |
| 96140 | All other insurance | - | - | - | - | 29,646 | - | 49,324 | - | 49,324 | |
| 96100 | Total insurance premiums | - | - | - | - | 95,246 | - | 898,984 | - | 898,984 | |
| Other general expenses | | | | | | | | | | | |
| 96200 | Other general expenses | - | - | - | - | 40,247 | - | 667,923 | - | 667,923 | |
| 96210 | Compensated absences | - | - | - | - | 55,119 | - | 189,405 | - | 189,405 | |
| 96300 | Payments in lieu of taxes | - | - | - | - | - | - | 195,822 | - | 195,822 | |
| 96400 | Bad debt - tenants rent | - | - | - | - | - | - | 376,110 | - | 376,110 | |
| 96600 | Bad debt - other | - | - | - | - | - | - | 3,933 | - | 3,933 | |
| 96800 | Severance expense | - | - | - | - | - | - | - | - | - | |
| 96000 | Total other general expenses | - | - | - | - | 95,366 | - | 1,433,193 | - | 1,433,193 | |
| Interest expense and amortization costs | | | | | | | | | | | |
| 96710 | Interest on mortgage/bonds payable | - | - | - | - | - | - | 409,216 | - | 409,216 | |
| 96720 | Interest on notes payable | - | - | - | - | 2,228 | - | 10,462 | - | 10,462 | |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - | - | - | |
| 96700 | Total interest expense and amortization costs | - | - | - | - | 2,228 | - | 419,678 | - | 419,678 | |
| 96900 | Total operating expenses | 75,207 | 339,689 | 269,277 | 1,172,452 | 8,830,742 | (8,372,019) | 37,130,022 | - | 37,130,022 | |
| 97000 | Excess of operating revenue over operating expenses | 401,723 | 3,720,135 | 1,137,063 | - | (61,961) | - | 116,172,393 | 848,350 | 117,020,743 | |
| 97100 | Extraordinary maintenance | - | 1,200 | - | - | 28,517 | - | 1,105,328 | - | 1,105,328 | |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | - | 10,683 | - | 10,683 | |
| 97300 | Housing assistance payments | 401,723 | - | - | - | - | - | 100,177,614 | - | 100,177,614 | |
| 97350 | HAP portability in | - | - | - | - | - | - | 2,669,191 | - | 2,669,191 | |
| 97400 | Depreciation expense | - | - | - | - | 219,174 | - | 10,245,364 | - | 10,245,364 | |
| 90000A | Total other expenses | 401,723 | 1,200 | - | - | 247,691 | - | 114,208,180 | - | 114,208,180 | |
| 90000 | Total expenses | 476,930 | 340,889 | 269,277 | 1,172,452 | 9,078,433 | (8,372,019) | 151,338,202 | - | 151,338,202 | |
| Other financing sources (uses): | | | | | | | | | | | |
| 10010 | Operating transfer in | - | 297,422 | - | - | - | - | 7,786,540 | (7,786,540.00) | - | |
| 10020 | Operating transfer out | - | (6,193,675) | (1,295,443) | - | - | - | (7,786,540) | 7,786,540.00 | - | |
| 10040 | Operating transfer out - component unit | - | - | - | - | - | - | - | - | - | |
| 10091 | Inter project excess cash transfer in | - | - | - | - | - | - | 2,315,787 | (2,315,787.00) | - | |
| 10092 | Inter project excess cash transfer out | - | - | - | - | - | - | (2,315,787) | 2,315,787.00 | - | |
| 10093 | Transfer from program and project - in | - | (263,533) | 263,533 | - | - | - | - | - | - | |
| 10094 | Transfer from program and project - out | - | - | - | - | - | - | - | - | - | |
| 10100 | Total other financing sources (uses) | - | (6,159,786) | (1,031,910) | - | - | - | - | - | - | |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ - | \$ (2,440,851) | \$ 105,153 | \$ - | \$ (309,652) | \$ - | \$ 1,964,213 | \$ 848,350 | \$ 2,812,563 | |
| Memo Account Information | | | | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 11030 | Beginning equity | - | 2,335,698 | - | - | 2,389,969 | - | 182,019,773 | - | 182,019,773 | |
| 11040 | Prior period adjustments, equity transfers & correction | - | 105,153 | (105,153) | - | - | - | - | - | - | |
| 11170 | Administrative fee equity | - | - | - | - | - | - | 1,565,145 | - | 1,565,145 | |
| 11180 | Housing assistance payments equity | - | - | - | - | - | - | 1,561,882 | - | 1,561,882 | |
| 11190 | Unit months available | 664 | - | - | - | - | - | 171,778 | - | 171,778 | |
| 11210 | Unit months leased | 664 | - | - | - | - | - | 166,401 | - | 166,401 | |
| 11270 | Excess cash | - | - | - | - | - | - | 5,812,147 | - | 5,812,147 | |
| 11610 | Land purchases | - | - | - | - | - | - | - | - | - | |
| 11620 | Building purchases | - | - | - | - | - | - | 2,411,060 | - | 2,411,060 | |
| 11630 | Furniture & equipment - dwelling purchases | - | - | - | - | - | - | - | - | - | |
| 11640 | Furniture & equipment - administrative purchases | - | - | - | - | - | - | - | - | - | |
| 11650 | Leasehold improvements | - | - | - | - | - | - | - | - | - | |
| 11660 | Infrastructure purchases | - | - | - | - | - | - | - | - | - | |
| 13510 | CFFP debt related payments | - | - | - | - | - | - | - | - | - | |
| 13901 | Replacement housing factor funds | - | - | - | - | - | - | - | - | - | |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 2301 | AMP 2302 | AMP 2303 | AMP 2304 | AMP 2305 | AMP 2306 | AMP 2307 | AMP 2308 | AMP 2309 |
|--------------------------------|--|---------------------|----------------------|---------------------|---------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| CURRENT ASSETS | | | | | | | | | | |
| Cash: | | | | | | | | | | |
| 111 | Unrestricted | \$ 243,424 | \$ 70,958 | \$ 490,747 | \$ 51,847 | \$ - | \$ 304,930 | \$ 258,221 | \$ 295,855 | \$ 264,549 |
| 112 | Cash - restricted - modernization and development | - | - | - | - | - | - | - | - | - |
| 113 | Other restricted | - | - | - | - | - | - | 38 | - | 9,979 |
| 114 | Tenant security deposits | 3,694 | 21,999 | 39,639 | 13,284 | - | 21,040 | 30,509 | 49,139 | 84,662 |
| 115 | Cash - restricted for payment of current liabilities | - | - | - | - | - | - | - | - | - |
| 100 | Total cash | <u>247,118</u> | <u>92,957</u> | <u>530,386</u> | <u>65,131</u> | <u>-</u> | <u>325,970</u> | <u>288,768</u> | <u>344,994</u> | <u>359,190</u> |
| Accounts and notes receivable: | | | | | | | | | | |
| 121 | PHA projects | - | - | - | - | - | - | - | - | - |
| 122 | HUD other projects | 17,638 | - | 4,631 | - | - | 2,383 | 6,743 | 14,895 | - |
| 124 | Other government | - | - | - | - | 4,189 | - | - | - | - |
| 125 | Miscellaneous | - | 396 | 816 | 250 | - | 650 | 300 | 569 | 1,889 |
| 126 | Tenants | 63 | 3,308 | 1,312 | 1,912 | - | 3,407 | - | 22,437 | 9,259 |
| 126.1 | Allowance for doubtful accounts - tenants | (61) | (1,608) | (140) | (1,870) | - | (1,881) | (286) | (12,475) | (2,874) |
| 126.2 | Allowance for doubtful accounts - other | - | - | - | - | - | - | - | - | - |
| 127 | Notes, loans, & mortgage receivable - current | - | - | - | - | - | - | - | - | - |
| 128 | Fraud recovery | - | - | - | - | - | - | - | - | - |
| 128.1 | Allowance for doubtful accounts - fraud | - | - | - | - | - | - | - | - | - |
| 129 | Accrued interest receivable | - | - | - | - | - | - | - | - | - |
| 120 | Total receivables, net of allowances for uncollectibles | <u>17,640</u> | <u>2,096</u> | <u>6,619</u> | <u>292</u> | <u>4,189</u> | <u>4,559</u> | <u>6,757</u> | <u>25,426</u> | <u>8,274</u> |
| 131 | Investments - unrestricted | 15,583 | 8,292 | 33,961 | 6,059 | - | 35,632 | 30,174 | 34,572 | 30,914 |
| 132 | Investments - restricted | - | - | - | - | - | - | - | - | - |
| | Total current investments | <u>15,583</u> | <u>8,292</u> | <u>33,961</u> | <u>6,059</u> | <u>-</u> | <u>35,632</u> | <u>30,174</u> | <u>34,572</u> | <u>30,914</u> |
| 142 | Prepaid expenses and other assets | - | - | - | - | - | - | - | - | - |
| 143 | Inventories | 1,943 | 18,951 | 62,915 | 14,123 | - | 34,175 | 64,527 | 82,987 | 50,360 |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | - | - | - | - | - |
| 144 | Interprogram - due from | 52,623 | 66,539 | 122,876 | 51,409 | - | 359,439 | 291,689 | 320,017 | 245,431 |
| 145 | Assets held for sale | - | - | - | - | - | - | - | - | - |
| 150 | Total current assets | <u>334,907</u> | <u>188,835</u> | <u>756,757</u> | <u>137,014</u> | <u>4,189</u> | <u>759,775</u> | <u>681,915</u> | <u>807,996</u> | <u>694,169</u> |
| NONCURRENT ASSETS | | | | | | | | | | |
| Fixed assets: | | | | | | | | | | |
| 161 | Land | 88,458 | 133,991 | 1,225,234 | 283,218 | 377,779 | 158,699 | 40,426 | 62,953 | - |
| 162 | Buildings | 1,023,889 | 25,364,903 | 4,548,033 | 3,087,062 | - | 8,486,422 | 5,737,171 | 27,276,650 | 483,195 |
| 163 | Furniture, equipment & mach - dwellings | - | - | - | - | - | - | - | - | - |
| 164 | Furniture, equipment & mach - administration | 2,026 | 30,172 | 28,751 | 2,025 | 248,124 | 149,877 | 93,325 | 205,198 | 152,821 |
| 165 | Leasehold improvements | 703,752 | 52,870 | 1,052,354 | 51,063 | 326,022 | 141,539 | 1,049,135 | 421,813 | 730,569 |
| 166 | Accumulated depreciation | (697,264) | (12,786,808) | (2,270,101) | (2,235,588) | (312,809) | (4,778,432) | (4,289,841) | (21,451,156) | (366,596) |
| 167 | Construction in progress | - | - | - | - | - | - | - | - | - |
| 168 | Infrastructure | - | - | - | - | - | - | - | - | - |
| 160 | Total fixed assets, net of accumulated depreciation | <u>1,120,861</u> | <u>12,795,128</u> | <u>4,584,271</u> | <u>1,187,780</u> | <u>639,116</u> | <u>4,158,105</u> | <u>2,630,216</u> | <u>6,515,458</u> | <u>999,989</u> |
| 171 | Notes, loans, and mortgage receivable - non current | - | - | - | - | - | - | - | - | - |
| 172 | Notes, loans, and mortgage receivable - non current-past due | - | - | - | - | - | - | - | - | - |
| 173 | Grants receivable - non current | - | - | - | - | - | - | - | - | - |
| 174 | Other assets | - | - | - | - | - | - | - | - | - |
| 176 | Investments in joint ventures | - | - | - | - | - | - | - | - | - |
| 180 | Total noncurrent assets | <u>1,120,861</u> | <u>12,795,128</u> | <u>4,584,271</u> | <u>1,187,780</u> | <u>639,116</u> | <u>4,158,105</u> | <u>2,630,216</u> | <u>6,515,458</u> | <u>999,989</u> |
| 190 | TOTAL ASSETS | <u>\$ 1,455,768</u> | <u>\$ 12,983,963</u> | <u>\$ 5,341,028</u> | <u>\$ 1,324,794</u> | <u>\$ 643,305</u> | <u>\$ 4,917,880</u> | <u>\$ 3,312,131</u> | <u>\$ 7,323,454</u> | <u>\$ 1,694,158</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 2310 | AMP 2311 | AMP 2312 | AMP 2313 | AMP 2314 | AMP 2315 | AMP 2316 | AMP 7001 | AMP 3002 | AMP 3003 |
|--------------------------------|---|---------------------|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| CURRENT ASSETS | | | | | | | | | | | |
| Cash: | | | | | | | | | | | |
| 111 | Unrestricted | \$ 36,270 | \$ 353,437 | \$ 77,247 | \$ 42,777 | \$ 62,280 | \$ - | \$ 33,474 | \$ 58,116 | \$ 47,334 | \$ - |
| 112 | Cash - restricted - modernization and development | - | - | - | - | - | - | - | - | - | - |
| 113 | Other restricted | - | - | - | - | - | - | - | - | - | 2,415 |
| 114 | Tenant security deposits | 26,667 | 56,728 | 54,644 | 34,731 | 35,609 | 4,759 | 11,340 | 18,524 | 21,230 | 4,153 |
| 115 | Cash - restricted for payment of current liabilities | - | - | - | - | - | - | - | - | - | - |
| 100 | Total cash | <u>62,937</u> | <u>410,165</u> | <u>131,891</u> | <u>77,508</u> | <u>97,889</u> | <u>4,759</u> | <u>44,814</u> | <u>76,640</u> | <u>68,564</u> | <u>6,568</u> |
| Accounts and notes receivable: | | | | | | | | | | | |
| 121 | PHA projects | - | - | - | - | - | - | - | - | - | - |
| 122 | HUD other projects | - | 8,092 | 1,443 | 471,071 | 5,784 | - | - | 12,819 | 22,196 | 7,091 |
| 124 | Other government | - | - | - | - | - | - | - | - | - | - |
| 125 | Miscellaneous | 296 | 1,246 | 1,940 | 360 | 796 | 3,185 | - | 270 | 650 | - |
| 126 | Tenants | 15,693 | 14,099 | 22,484 | 17,949 | 8,940 | - | 1,199 | 2,044 | 9,930 | - |
| 126.1 | Allowance for doubtful accounts - tenants | (609) | (2,605) | (13,301) | (10,250) | (2,529) | - | (187) | (1,458) | - | - |
| 126.2 | Allowance for doubtful accounts - other | - | - | - | - | - | - | - | - | - | - |
| 127 | Notes, loans, & mortgage receivable - current | - | - | - | - | - | - | - | - | - | - |
| 128 | Fraud recovery | - | - | - | - | - | - | - | - | - | - |
| 128.1 | Allowance for doubtful accounts - fraud | - | - | - | - | - | - | - | - | - | - |
| 129 | Accrued interest receivable | - | - | - | - | - | - | - | - | - | - |
| 120 | Total receivables, net of allowances for uncollectibles | <u>15,380</u> | <u>20,832</u> | <u>12,566</u> | <u>479,130</u> | <u>12,991</u> | <u>3,185</u> | <u>1,012</u> | <u>13,675</u> | <u>32,776</u> | <u>7,091</u> |
| 131 | Investments - unrestricted | 4,238 | 41,301 | 9,027 | 4,999 | 7,278 | - | 3,912 | 6,791 | 5,531 | - |
| 132 | Investments - restricted | - | - | - | - | - | - | - | - | - | - |
| | Total current investments | <u>4,238</u> | <u>41,301</u> | <u>9,027</u> | <u>4,999</u> | <u>7,278</u> | <u>-</u> | <u>3,912</u> | <u>6,791</u> | <u>5,531</u> | <u>-</u> |
| 142 | Prepaid expenses and other assets | - | 169 | - | - | - | - | - | - | - | 1,754,905 |
| 143 | Inventories | 25,797 | 68,693 | 53,952 | 36,471 | 41,469 | - | 13,793 | 18,330 | 27,686 | - |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | - | - | - | - | - | - |
| 144 | Interprogram - due from | 18,589 | 384,276 | 41,741 | 18,645 | 42,102 | - | 30,428 | 53,990 | 37,832 | - |
| 145 | Assets held for sale | - | - | - | - | - | - | - | - | - | - |
| 150 | Total current assets | <u>126,941</u> | <u>925,436</u> | <u>249,177</u> | <u>616,753</u> | <u>201,729</u> | <u>7,944</u> | <u>93,959</u> | <u>169,426</u> | <u>172,389</u> | <u>1,768,564</u> |
| NONCURRENT ASSETS | | | | | | | | | | | |
| Fixed assets: | | | | | | | | | | | |
| 161 | Land | 3,350,964 | 3,370,264 | 509,173 | 958,313 | - | 63,239 | 99,124 | 125,649 | 34,825 | 38,900 |
| 162 | Buildings | 15,432,780 | 25,205,016 | 2,447,538 | 767,514 | 729,027 | - | 9,033,950 | 12,257,786 | 3,639,136 | - |
| 163 | Furniture, equipment & mach - dwellings | - | - | - | - | - | - | - | - | - | - |
| 164 | Furniture, equipment & mach - administration | 7,025 | 49,732 | 14,919 | 2,025 | 87,401 | - | - | 165,942 | 27,842 | 56,403 |
| 165 | Leasehold improvements | 59,827 | 40,982 | 345,626 | 185,115 | 339,905 | - | - | 564,264 | 506,007 | - |
| 166 | Accumulated depreciation | (9,422,113) | (9,990,454) | (1,647,908) | (327,458) | (347,324) | (1,201,852) | (1,806,895) | (11,481,367) | (3,447,703) | (40,450) |
| 167 | Construction in progress | - | - | - | 425,356 | - | - | - | 60,041 | - | - |
| 168 | Infrastructure | - | - | - | - | - | 3,431,176 | - | - | - | - |
| 160 | Total fixed assets, net of accumulated depreciation | <u>9,428,483</u> | <u>18,675,540</u> | <u>1,669,348</u> | <u>2,010,865</u> | <u>809,009</u> | <u>2,292,563</u> | <u>7,326,179</u> | <u>1,692,315</u> | <u>760,107</u> | <u>54,853</u> |
| 171 | Notes, loans, and mortgage receivable - non current | - | - | - | - | - | - | - | - | - | 7,376,317 |
| 172 | Notes, loans, and mortgage receivable - non current- past due | - | - | - | - | - | - | - | - | - | - |
| 173 | Grants receivable - non current | - | - | - | - | - | - | - | - | - | - |
| 174 | Other assets | - | - | - | - | - | - | - | - | - | - |
| 176 | Investments in joint ventures | - | - | - | - | - | - | - | - | - | - |
| 180 | Total noncurrent assets | <u>9,428,483</u> | <u>18,675,540</u> | <u>1,669,348</u> | <u>2,010,865</u> | <u>809,009</u> | <u>2,292,563</u> | <u>7,326,179</u> | <u>1,692,315</u> | <u>760,107</u> | <u>7,431,170</u> |
| 190 | TOTAL ASSETS | <u>\$ 9,555,424</u> | <u>\$ 19,600,976</u> | <u>\$ 1,918,525</u> | <u>\$ 2,627,618</u> | <u>\$ 1,010,738</u> | <u>\$ 2,300,507</u> | <u>\$ 7,420,138</u> | <u>\$ 1,861,741</u> | <u>\$ 932,496</u> | <u>\$ 9,199,734</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | Fund 200 | | | | | | | | | | Project Totals |
|--------------------------------|---|---------------------|-------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|----------------------|----------------------|-----------------------|
| | | AMP 3005 | AMP 3006 | AMP 3007 | AMP 3008 | AMP 3009 | AMP 3010 | AMP 3016 | AMP 3020 | AMP 3021 | 'Other Projects' | |
| CURRENT ASSETS | | | | | | | | | | | | |
| Cash: | | | | | | | | | | | | |
| 111 | Unrestricted | \$ 54,728 | \$ - | \$ 22,878 | \$ 58,166 | \$ 34,993 | \$ 72,393 | \$ 90,128 | \$ 36,616 | \$ 52,033 | \$ 3,152,754 | \$ 6,266,155 |
| 112 | Cash - restricted - modernization and development | - | - | - | - | - | - | - | - | - | - | - |
| 113 | Other restricted | 716 | - | 234 | - | - | - | 821,919 | - | 33,376 | - | 868,677 |
| 114 | Tenant security deposits | 29,922 | - | 24,010 | 34,721 | 13,991 | 34,801 | 89,427 | 19,711 | 20,196 | 3,196 | 802,326 |
| 115 | Cash - restricted for payment of current liabilities | - | - | - | - | - | - | - | - | - | - | - |
| 100 | Total cash | 85,366 | - | 47,122 | 92,887 | 48,984 | 107,194 | 1,001,474 | 56,327 | 105,605 | 3,155,950 | 7,937,158 |
| Accounts and notes receivable: | | | | | | | | | | | | |
| 121 | PHA projects | - | - | - | - | - | - | - | - | - | - | - |
| 122 | HUD other projects | 77,926 | - | - | 1,065 | - | - | 579 | 14,562 | - | - | 668,918 |
| 124 | Other government | - | - | - | - | - | - | - | - | - | - | 4,189 |
| 125 | Miscellaneous | 2,620 | - | 409 | 1,473 | 100 | 1,447 | 2,633 | 1,230 | 644 | - | 24,169 |
| 126 | Tenants | 6,211 | - | 13,828 | 15,091 | 2,871 | 6,470 | 14,997 | 6,868 | 3,617 | - | 203,989 |
| 126.1 | Allowance for doubtful accounts - tenants | (1,484) | - | (2,027) | (11,074) | (50) | (1,635) | (2,189) | (1,317) | (1,711) | - | (73,621) |
| 126.2 | Allowance for doubtful accounts - other | - | - | - | - | - | - | - | - | - | - | - |
| 127 | Notes, loans, & mortgage receivable - current | - | - | - | - | - | - | - | - | - | - | - |
| 128 | Fraud recovery | - | - | - | - | - | - | - | - | - | - | - |
| 128.1 | Allowance for doubtful accounts - fraud | - | - | - | - | - | - | - | - | - | - | - |
| 129 | Accrued interest receivable | - | - | - | - | - | - | - | - | - | 9,356 | 9,356 |
| 120 | Total receivables, net of allowances for uncollectibles | 85,273 | - | 12,210 | 6,555 | 2,921 | 6,282 | 16,020 | 21,343 | 2,550 | 9,356 | 837,000 |
| 131 | Investments - unrestricted | 6,395 | - | 2,674 | 6,797 | 4,089 | 8,460 | 10,531 | 4,280 | 6,080 | - | 327,570 |
| 132 | Investments - restricted | - | - | - | - | - | - | - | - | - | 4,306,060 | 4,306,060 |
| | Total current investments | 6,395 | - | 2,674 | 6,797 | 4,089 | 8,460 | 10,531 | 4,280 | 6,080 | 4,306,060 | 4,633,630 |
| 142 | Prepaid expenses and other assets | - | - | 7,448 | 13,816 | 8,708 | 7,448 | 22,453 | - | 11,983 | 218,847 | 2,045,777 |
| 143 | Inventories | 27,686 | - | 18,222 | 22,250 | 14,021 | 27,793 | 50,091 | 11,406 | - | - | 787,641 |
| 143.1 | Allowance for obsolete inventories | - | - | - | - | - | - | - | - | - | - | - |
| 144 | Interprogram - due from | 38,366 | - | 4,536 | 36,924 | 29,672 | 55,528 | 22,613 | 13,479 | 44,728 | - | 2,383,472 |
| 145 | Assets held for sale | - | - | - | - | - | - | - | - | - | - | - |
| 150 | Total current assets | 243,086 | - | 92,212 | 179,229 | 108,395 | 212,705 | 1,123,182 | 106,835 | 170,946 | 7,690,213 | 18,624,678 |
| NONCURRENT ASSETS | | | | | | | | | | | | |
| Fixed assets: | | | | | | | | | | | | |
| 161 | Land | 167,994 | - | 130,717 | 555,384 | 421,886 | 408,525 | 2,169,212 | 55,998 | 936,309 | 1,544,716 | 17,311,950 |
| 162 | Buildings | 10,109,932 | - | 6,187,961 | 7,645,239 | 3,994,110 | 5,495,577 | 14,151,865 | 6,758,282 | 12,072,996 | 1,572,348 | 213,508,382 |
| 163 | Furniture, equipment & mach - dwellings | - | - | - | 75,039 | - | - | - | - | - | - | 75,039 |
| 164 | Furniture, equipment & mach - administration | 34,503 | - | 11,414 | 49,288 | 12,336 | 31,881 | 13,303 | 11,479 | - | 214,738 | 1,702,550 |
| 165 | Leasehold improvements | 941,905 | - | 590,660 | 1,651,475 | 1,099,615 | 888,250 | 3,284,883 | 555,785 | 211,626 | 696,226 | 16,491,268 |
| 166 | Accumulated depreciation | (5,914,822) | - | (4,818,344) | (6,878,008) | (3,887,914) | (5,217,044) | (10,061,148) | (2,777,033) | (1,400,024) | (755,777) | (130,612,233) |
| 167 | Construction in progress | 23,716 | - | 54,207 | 70,358 | - | 261 | 45,493 | - | - | - | 679,432 |
| 168 | Infrastructure | - | - | - | - | - | - | - | - | - | - | 3,431,176 |
| 160 | Total fixed assets, net of accumulated depreciation | 5,363,228 | - | 2,156,615 | 3,168,775 | 1,640,033 | 1,607,450 | 9,603,608 | 4,604,511 | 11,820,907 | 3,272,251 | 122,587,564 |
| 171 | Notes, loans, and mortgage receivable - non current | - | - | - | - | - | - | - | - | - | 288,770 | 7,665,087 |
| 172 | Notes, loans, and mortgage receivable - non current- past due | - | - | - | - | - | - | - | - | - | - | - |
| 173 | Grants receivable - non current | - | - | - | - | - | - | - | - | - | - | - |
| 174 | Other assets | - | - | - | - | - | - | - | - | - | - | - |
| 176 | Investments in joint ventures | - | - | - | - | - | - | - | - | - | - | - |
| 180 | Total noncurrent assets | 5,363,228 | - | 2,156,615 | 3,168,775 | 1,640,033 | 1,607,450 | 9,603,608 | 4,604,511 | 11,820,907 | 3,561,021 | 130,252,651 |
| 190 | TOTAL ASSETS | \$ 5,606,314 | \$ - | \$ 2,248,827 | \$ 3,348,004 | \$ 1,748,428 | \$ 1,820,155 | \$ 10,726,790 | \$ 4,711,346 | \$ 11,991,853 | \$ 11,251,234 | \$ 148,877,329 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 2301 | AMP 2302 | AMP 2303 | AMP 2304 | AMP 2305 | AMP 2306 | AMP 2307 | AMP 2308 | AMP 2309 |
|--------------------------------|---|---------------------|----------------------|---------------------|---------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| CURRENT LIABILITIES | | | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable < 90 days | 13,043 | 14,913 | 14,062 | 977 | - | 9,130 | 12,988 | 28,755 | 51,820 |
| 313 | Accounts payable > 90 days past due | - | - | - | - | - | - | - | - | - |
| 321 | Accrued wage/payroll taxes payable | 392 | 9,348 | 6,775 | 1,698 | - | 6,921 | 8,376 | 6,353 | 10,091 |
| 322 | Accrued compensated absences - current portion | 4,077 | 13,204 | 5,177 | 8,479 | - | 8,394 | 11,173 | 23,708 | 17,718 |
| 324 | Accrued contingency liability | - | - | - | - | - | - | - | - | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - | - | - |
| 332 | Accounts payable - PHA projects | - | - | - | - | - | - | - | - | - |
| 333 | Accounts payable - other gov. | 1,691 | 10,295 | 42,969 | 3,188 | - | 24,848 | 32,682 | 26,126 | 10,961 |
| 341 | Tenant security deposits | 3,694 | 21,999 | 39,639 | 8,715 | - | 21,040 | 30,962 | 47,778 | 36,205 |
| 342 | Deferred revenues | 25 | 57 | 1,829 | 954 | - | 254 | 571 | 3,145 | 1,076 |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | - | - | - | - |
| 344 | Current portion of LT debt - operating | - | - | - | - | - | - | - | - | - |
| 345 | Other current liabilities | - | - | - | - | - | - | 38 | - | 9,979 |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - | - | - |
| 347 | Inter program - due to | 17,638 | - | 4,631 | - | 90,199 | 2,353 | 6,743 | 14,895 | - |
| 348 | Loan liability - current | - | - | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>40,560</u> | <u>69,816</u> | <u>115,082</u> | <u>24,011</u> | <u>90,199</u> | <u>72,940</u> | <u>103,533</u> | <u>150,760</u> | <u>137,850</u> |
| NON-CURRENT LIABILITIES | | | | | | | | | | |
| 351 | Long term debt, net of current - capital | - | - | - | - | - | - | - | - | - |
| 352 | Long term debt, net of current - operating | - | - | - | - | - | - | - | - | - |
| 353 | Non current liabilities | - | - | - | 4,569 | - | - | - | 1,361 | 48,451 |
| 354 | Accrued compensated absences - non-current | 16,307 | 52,815 | 20,707 | 33,915 | - | 33,576 | 44,691 | 94,832 | 70,873 |
| 355 | Loan liability - non current | - | - | - | - | - | - | - | - | - |
| 356 | FASB 5 liabilities | - | - | - | - | - | - | - | - | - |
| 357 | Accrued pension and OPEB liabilities | - | - | - | - | - | - | - | - | - |
| 350 | Total non-current liabilities | <u>16,307</u> | <u>52,815</u> | <u>20,707</u> | <u>38,484</u> | <u>-</u> | <u>33,576</u> | <u>44,691</u> | <u>96,193</u> | <u>119,324</u> |
| 300 | Total liabilities | <u>56,867</u> | <u>122,631</u> | <u>135,789</u> | <u>62,495</u> | <u>90,199</u> | <u>106,516</u> | <u>148,224</u> | <u>246,953</u> | <u>257,174</u> |
| EQUITY | | | | | | | | | | |
| 508.1 | Invested in capital assets | 1,120,861 | 12,795,128 | 4,584,271 | 1,187,780 | 639,116 | 4,158,105 | 2,630,216 | 6,515,458 | 999,989 |
| 509.2 | Fund balance reserved | - | - | - | - | - | - | - | - | - |
| 511.2 | Unreserved, designated fund balance | - | - | - | - | - | - | - | - | - |
| 511.1 | Restricted net assets | - | - | - | - | - | - | - | - | 9,985 |
| 512.1 | Unrestricted net assets | 278,040 | 66,204 | 620,968 | 74,519 | (86,010) | 653,259 | 533,691 | 561,043 | 427,010 |
| 512.2 | Unreserved undesignated fund balance | - | - | - | - | - | - | - | - | - |
| 513 | Total equity/net assets | <u>1,398,901</u> | <u>12,861,332</u> | <u>5,205,239</u> | <u>1,262,299</u> | <u>553,106</u> | <u>4,811,364</u> | <u>3,163,907</u> | <u>7,076,501</u> | <u>1,436,984</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 1,455,768</u> | <u>\$ 12,983,963</u> | <u>\$ 5,341,028</u> | <u>\$ 1,324,794</u> | <u>\$ 643,305</u> | <u>\$ 4,917,880</u> | <u>\$ 3,312,131</u> | <u>\$ 7,323,454</u> | <u>\$ 1,694,158</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 2310 | AMP 2311 | AMP 2312 | AMP 2313 | AMP 2314 | AMP 2315 | AMP 2316 | AMP 7001 | AMP 3002 | AMP 3003 |
|--------------------------------|---|---------------------|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| CURRENT LIABILITIES | | | | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable < 90 days | 7,190 | 19,597 | 13,781 | 457,773 | 13,375 | - | 3,758 | 8,430 | 16,317 | 2,592 |
| 313 | Accounts payable > 90 days past due | - | - | - | - | - | - | - | - | - | - |
| 321 | Accrued wage/payroll taxes payable | 2,105 | 4,857 | 7,584 | 4,615 | 3,702 | - | 625 | 2,936 | 5,248 | - |
| 322 | Accrued compensated absences - current portion | 10,401 | 11,000 | 13,095 | 5,762 | 8,406 | - | 4,241 | 4,625 | 11,613 | - |
| 324 | Accrued contingency liability | - | - | - | - | - | - | - | - | - | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - | - | - | - |
| 332 | Accounts payable - PHA projects | - | - | - | - | - | - | - | - | - | - |
| 333 | Accounts payable - other gov. | 7,534 | 30,786 | 9,682 | 3,800 | 9,799 | - | 8,105 | 4,919 | - | - |
| 341 | Tenant security deposits | 11,258 | 47,618 | 28,804 | 16,908 | 22,693 | - | 11,340 | 19,216 | 21,230 | 4,153 |
| 342 | Deferred revenues | 378 | 5,474 | 1,364 | 534 | 3,098 | - | 38 | 62 | 271 | 200 |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | - | - | - | - | - |
| 344 | Current portion of LT debt - operating | - | - | - | - | - | - | - | - | - | - |
| 345 | Other current liabilities | - | - | - | - | - | - | - | - | - | 2,415 |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - | - | - | - |
| 347 | Inter program - due to | - | 5,130 | 1,443 | 17,053 | 5,784 | 7,734 | - | 12,819 | 11,889 | 265,049 |
| 348 | Loan liability - current | - | - | - | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>38,866</u> | <u>124,462</u> | <u>75,753</u> | <u>506,445</u> | <u>66,857</u> | <u>7,734</u> | <u>28,107</u> | <u>53,007</u> | <u>66,568</u> | <u>274,409</u> |
| NON-CURRENT LIABILITIES | | | | | | | | | | | |
| 351 | Long term debt, net of current - capital | - | - | - | - | - | - | - | - | - | - |
| 352 | Long term debt, net of current - operating | - | - | - | - | - | - | - | - | - | - |
| 353 | Non current liabilities | 15,413 | 12,534 | 25,840 | 17,823 | 12,916 | 4,759 | - | - | - | - |
| 354 | Accrued compensated absences - non-current | 41,605 | 44,002 | 52,381 | 23,046 | 33,624 | - | 16,965 | 18,500 | 46,452 | - |
| 355 | Loan liability - non current | - | - | - | - | - | - | - | - | - | - |
| 356 | FASB 5 liabilities | - | - | - | - | - | - | - | - | - | - |
| 357 | Accrued pension and OPEB liabilities | - | - | - | - | - | - | - | - | - | - |
| 350 | Total non-current liabilities | <u>57,018</u> | <u>56,536</u> | <u>78,221</u> | <u>40,869</u> | <u>46,540</u> | <u>4,759</u> | <u>16,965</u> | <u>18,500</u> | <u>46,452</u> | <u>-</u> |
| 300 | Total liabilities | <u>95,884</u> | <u>180,998</u> | <u>153,974</u> | <u>547,314</u> | <u>113,397</u> | <u>12,493</u> | <u>45,072</u> | <u>71,507</u> | <u>113,020</u> | <u>274,409</u> |
| EQUITY | | | | | | | | | | | |
| 508.1 | Invested in capital assets | 9,428,483 | 18,675,540 | 1,669,348 | 2,010,865 | 809,009 | 2,292,563 | 7,326,179 | 1,692,315 | 760,107 | 54,853 |
| 509.2 | Fund balance reserved | - | - | - | - | - | - | - | - | - | - |
| 511.2 | Unreserved, designated fund balance | - | - | - | - | - | - | - | - | - | - |
| 511.1 | Restricted net assets | - | - | - | - | - | - | - | - | - | 2,415 |
| 512.1 | Unrestricted net assets | 31,057 | 744,438 | 95,203 | 69,439 | 88,332 | (4,549) | 48,887 | 97,919 | 59,369 | 8,868,057 |
| 512.2 | Unreserved undesignated fund balance | - | - | - | - | - | - | - | - | - | - |
| 513 | Total equity/net assets | <u>9,459,540</u> | <u>19,419,978</u> | <u>1,764,551</u> | <u>2,080,304</u> | <u>897,341</u> | <u>2,288,014</u> | <u>7,375,066</u> | <u>1,790,234</u> | <u>819,476</u> | <u>8,925,325</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 9,555,424</u> | <u>\$ 19,600,976</u> | <u>\$ 1,918,525</u> | <u>\$ 2,627,618</u> | <u>\$ 1,010,738</u> | <u>\$ 2,300,507</u> | <u>\$ 7,420,138</u> | <u>\$ 1,861,741</u> | <u>\$ 932,496</u> | <u>\$ 9,199,734</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
September 30, 2014

| Line Item # | Accounts Description | AMP 3005 | AMP 3006 | AMP 3007 | AMP 3008 | AMP 3009 | AMP 3010 | AMP 3016 | AMP 3020 | AMP 3021 | Fund 200 'Other Project' | Project Totals |
|--------------------------------|---|---------------------|-------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|----------------------|--------------------------|-----------------------|
| CURRENT LIABILITIES | | | | | | | | | | | | |
| 311 | Bank overdraft | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 312 | Accounts payable < 90 days | 45,955 | - | 1,965 | 17,644 | 7,043 | 9,904 | 19,322 | 20,923 | 1,907 | 542,848 | 1,356,012 |
| 313 | Accounts payable > 90 Days past due | - | - | - | - | - | - | - | - | - | - | - |
| 321 | Accrued wage/payroll taxes payable | 6,776 | - | 1,878 | 3,631 | 2,205 | 2,864 | 5,809 | 1,793 | 3,925 | - | 110,507 |
| 322 | Accrued compensated absences - current portion | 11,613 | - | 5,699 | 9,140 | 9,140 | 5,699 | 5,699 | 9,140 | - | - | 217,203 |
| 324 | Accrued contingency liability | - | - | - | - | - | - | - | - | - | - | - |
| 325 | Accrued interest payable | - | - | - | - | - | - | - | - | - | - | - |
| 331 | Accounts payable - HUD PHA programs | - | - | - | - | - | - | - | - | - | - | - |
| 332 | Accounts payable - PHA projects | - | - | - | - | - | - | - | - | - | - | - |
| 333 | Accounts payable - other gov. | - | - | - | - | - | - | - | - | - | - | 227,385 |
| 341 | Tenant security deposits | 23,671 | - | 14,313 | 33,279 | 13,991 | 21,333 | 69,923 | 15,863 | 20,196 | - | 605,821 |
| 342 | Deferred revenues | 145 | - | 196 | 2,290 | 788 | 428 | 2,798 | 2,417 | 132 | - | 28,524 |
| 343 | Current portion of LT debt - capital projects / mortg | - | - | - | - | - | - | - | - | - | - | - |
| 344 | Current portion of LT debt - operating | - | - | - | - | - | - | - | - | - | 48,911 | 48,911 |
| 345 | Other current liabilities | 716 | - | 234 | - | - | - | 120 | - | 33,376 | - | 46,878 |
| 346 | Accrued liabilities - other | - | - | - | - | - | - | - | - | - | - | - |
| 347 | Inter program - due to | 46,418 | - | - | - | - | - | - | - | - | - | 509,778 |
| 348 | Loan liability - current | - | - | - | - | - | - | - | - | - | - | - |
| 310 | Total current liabilities | <u>135,294</u> | <u>-</u> | <u>24,285</u> | <u>65,984</u> | <u>33,167</u> | <u>40,228</u> | <u>103,671</u> | <u>50,136</u> | <u>59,536</u> | <u>591,759</u> | <u>3,151,019</u> |
| NON-CURRENT LIABILITIES | | | | | | | | | | | | |
| 351 | Long term debt, net of current - capital | - | - | - | - | - | - | - | - | - | - | - |
| 352 | Long term debt, net of current - operating | - | - | - | - | - | - | - | - | - | 150,934 | 150,934 |
| 353 | Non current liabilities | 6,251 | - | 9,697 | 1,442 | - | 13,468 | 19,504 | 3,848 | - | - | 197,876 |
| 354 | Accrued compensated absences - non-current | 46,452 | - | 22,796 | 36,560 | 36,560 | 22,796 | 22,796 | 36,560 | - | - | 868,811 |
| 355 | Loan liability - non current | - | - | - | - | - | - | - | - | - | - | - |
| 356 | FASB 5 liabilities | - | - | - | - | - | - | - | - | - | - | - |
| 357 | Accrued pension and OPEB liabilities | - | - | - | - | - | - | - | - | - | - | - |
| 350 | Total non-current liabilities | <u>52,703</u> | <u>-</u> | <u>32,493</u> | <u>38,002</u> | <u>36,560</u> | <u>36,264</u> | <u>42,300</u> | <u>40,408</u> | <u>-</u> | <u>150,934</u> | <u>1,217,621</u> |
| 300 | Total liabilities | <u>187,997</u> | <u>-</u> | <u>56,778</u> | <u>103,986</u> | <u>69,727</u> | <u>76,492</u> | <u>145,971</u> | <u>90,544</u> | <u>59,536</u> | <u>742,693</u> | <u>4,368,640</u> |
| EQUITY | | | | | | | | | | | | |
| 508.1 | Invested in capital assets | 5,363,228 | - | 2,156,615 | 3,168,775 | 1,640,033 | 1,607,450 | 9,603,608 | 4,604,511 | 11,820,907 | 3,272,251 | 122,587,564 |
| 509.2 | Fund balance reserved | - | - | - | - | - | - | - | - | - | - | - |
| 511.2 | Unreserved, designated fund balance | - | - | - | - | - | - | - | - | - | - | - |
| 511.1 | Restricted net assets | 716 | - | 234 | - | - | - | 821,919 | - | 33,376 | 4,309,256 | 5,177,901 |
| 512.1 | Unrestricted net assets | 54,373 | - | 35,200 | 75,243 | 38,668 | 136,213 | 155,292 | 16,291 | 78,034 | 2,927,034 | 16,743,224 |
| 512.2 | Unreserved undesignated fund balance | - | - | - | - | - | - | - | - | - | - | - |
| 513 | Total equity/net assets | <u>5,418,317</u> | <u>-</u> | <u>2,192,049</u> | <u>3,244,018</u> | <u>1,678,701</u> | <u>1,743,663</u> | <u>10,580,819</u> | <u>4,620,802</u> | <u>11,932,317</u> | <u>10,508,541</u> | <u>144,508,689</u> |
| 600 | TOTAL LIABILITIES AND EQUITY/NET ASSETS | <u>\$ 5,606,314</u> | <u>\$ -</u> | <u>\$ 2,248,827</u> | <u>\$ 3,348,004</u> | <u>\$ 1,748,428</u> | <u>\$ 1,820,155</u> | <u>\$ 10,726,790</u> | <u>\$ 4,711,346</u> | <u>\$ 11,991,853</u> | <u>\$ 11,251,234</u> | <u>\$ 148,877,329</u> |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 2301 | AMP 2302 | AMP 2303 | AMP 2304 | AMP 2305 | AMP 2306 | AMP 2307 | AMP 2308 | AMP 2309 |
|------------------------------------|---|-----------|------------|------------|-----------|----------|------------|------------|------------|------------|
| REVENUE | | | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ 37,749 | \$ 207,103 | \$ 626,981 | \$ 40,080 | \$ - | \$ 412,747 | \$ 591,162 | \$ 325,839 | \$ 120,045 |
| 70400 | Tenant revenue - other | 3,521 | 4,068 | 10,738 | 5,713 | - | 9,815 | 15,011 | 24,660 | 26,158 |
| 70500 | Total tenant revenue | 41,270 | 211,171 | 637,719 | 45,793 | - | 422,562 | 606,173 | 350,499 | 146,203 |
| 70600 | HUD PHA operating grants | 546,875 | 645,678 | 1,055,557 | 265,173 | - | 649,583 | 858,551 | 1,559,316 | 1,173,673 |
| 70610 | Capital grants | - | - | - | - | - | - | - | - | - |
| 70710 | Management fee | - | - | - | - | - | - | - | - | - |
| 70720 | Asset management fee | - | - | - | - | - | - | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | - | - | - | - | - |
| 70740 | Front line service fee | - | - | - | - | - | - | - | - | - |
| 70750 | Other fees | - | - | - | - | - | - | - | - | - |
| 70700 | Total fee revenue | 546,875 | 645,678 | 1,055,557 | 265,173 | - | 649,583 | 858,551 | 1,559,316 | 1,173,673 |
| 70800 | Other government grants | - | - | - | - | - | - | - | - | - |
| 71100 | Investment income - unrestricted | - | - | - | - | - | - | - | - | - |
| 71200 | Mortgage interest income | - | - | - | - | - | - | - | - | - |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - | - | - |
| 71310 | Cost of sale of assets | - | - | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | - | - | - | - | - | - | - | - | - |
| 71500 | Other revenue | 4,874 | 3,222 | 6,191 | 5,366 | - | (20,100) | 3,310 | (14,704) | 9,102 |
| 71600 | Gain or loss on sale of capital assets | - | - | - | - | - | - | - | - | - |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - | - | - |
| 70000 | Total revenue | 593,019 | 860,071 | 1,699,467 | 316,332 | - | 1,052,045 | 1,468,034 | 1,895,111 | 1,328,978 |
| EXPENSES | | | | | | | | | | |
| Administrative: | | | | | | | | | | |
| 91100 | Administrative salaries | 13,864 | 66,202 | 93,495 | 28,983 | - | 79,325 | 78,205 | 116,733 | 41,214 |
| 91200 | Auditing fees | 423 | 2,208 | 4,576 | 706 | 4,433 | 2,649 | 3,532 | 4,151 | 3,073 |
| 91300 | Management fee | 384,001 | 90,053 | 188,975 | 29,087 | - | 105,868 | 146,801 | 168,880 | 119,881 |
| 91310 | Bookkeeping fee | 2,100 | 10,890 | 22,851 | 3,517 | - | 12,803 | 17,753 | 20,423 | 14,498 |
| 91400 | Advertising and marketing | - | - | - | - | - | - | - | - | 131 |
| 91500 | Employee benefit contributions - administrative | 6,641 | 26,777 | 46,659 | 13,562 | - | 36,700 | 37,380 | 46,600 | 21,237 |
| 91600 | Office expenses | 3,718 | 6,976 | 10,728 | 3,763 | - | 6,821 | 8,956 | 10,623 | 8,368 |
| 91700 | Legal expense | - | - | - | - | - | 3,627 | - | - | - |
| 91800 | Travel | 40,408 | 250 | 487 | - | - | 679 | 946 | 1,730 | 116 |
| 91810 | Allocated overhead | - | - | - | - | - | - | - | - | - |
| 91900 | Other fees | 34,367 | 110,021 | 248,633 | 40,622 | - | 133,013 | 164,663 | 217,986 | 257,686 |
| 91000 | Total administrative | 485,522 | 313,377 | 616,404 | 120,240 | 4,433 | 381,485 | 458,236 | 587,126 | 466,204 |
| 92000 | Asset management fee | 2,880 | 15,000 | 31,080 | - | - | 18,000 | 24,000 | 770 | 20,880 |
| Tenant services: | | | | | | | | | | |
| 92100 | Salaries | 4,714 | 5,507 | 23,783 | - | - | 19,003 | 40,208 | - | - |
| 92200 | Relocation costs | - | - | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | 2,209 | 2,582 | 11,125 | - | - | 9,133 | 19,269 | - | - |
| 92400 | Other | - | 4,888 | 5,465 | 114 | - | 1,983 | 4,157 | 896 | 1,264 |
| 92500 | Total tenant services | 6,923 | 12,977 | 40,373 | 114 | - | 30,119 | 63,634 | 896 | 1,264 |
| Utilities: | | | | | | | | | | |
| 93100 | Water | 7,777 | 64,273 | 44,362 | 25,469 | 86,007 | 21,184 | 37,325 | 112,814 | 90,781 |
| 93200 | Electricity | 9,057 | 23,595 | 72,581 | 2,901 | - | 107,062 | 141,463 | 28,391 | 23,253 |
| 93300 | Gas | 449 | 4,453 | 13,189 | - | - | 16,585 | 31,347 | 8,189 | 2,290 |
| 93400 | Fuel | - | - | - | - | - | - | - | - | - |
| 93500 | Labor | - | - | - | - | - | - | - | - | - |
| 93600 | Sewer | 6,017 | 15,231 | 66,923 | 3,834 | - | 16,481 | 51,843 | 23,838 | 19,216 |
| 93800 | Other utilities expense | - | - | - | - | - | - | - | - | - |
| 93000 | Total utilities | 23,300 | 107,552 | 197,055 | 32,204 | 86,007 | 161,312 | 261,978 | 173,232 | 135,540 |
| Ordinary maintenance & operations: | | | | | | | | | | |
| 94100 | Labor | 17,292 | 202,031 | 136,311 | 43,823 | 2,063 | 138,156 | 156,808 | 242,844 | 67,310 |
| 94200 | Materials and other | 10,583 | 35,382 | 44,198 | 18,784 | 12 | 24,716 | 29,772 | 89,932 | 98,534 |
| 94300 | Contracts | 22,663 | 105,170 | 168,569 | 25,384 | 3,362 | 97,052 | 152,648 | 133,991 | 89,588 |
| 94500 | Employee benefits contribution | 8,040 | 97,129 | 64,958 | 20,780 | 845 | 65,711 | 71,722 | 111,606 | 34,536 |
| 94000 | Total ordinary maintenance & operations | 58,578 | 439,722 | 414,036 | 108,771 | 6,282 | 325,635 | 410,950 | 578,373 | 289,968 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 2310 | AMP 2311 | AMP 2312 | AMP 2313 | AMP 2314 | AMP 2315 | AMP 2316 | AMP 7001 | AMP 3002 | AMP 3003 |
|------------------------------------|---|------------|------------|-----------|-----------|------------|----------|------------|------------|------------|-----------|
| REVENUE | | | | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ 103,278 | \$ 367,003 | \$ 89,896 | \$ 68,912 | \$ 128,282 | \$ - | \$ 187,956 | \$ 289,850 | \$ 222,890 | \$ - |
| 70400 | Tenant revenue - other | 9,301 | 30,244 | 26,733 | 8,962 | 15,111 | - | 5,140 | 8,532 | 18,601 | 200 |
| 70500 | Total tenant revenue | 112,579 | 397,247 | 116,629 | 77,874 | 143,393 | - | 193,096 | 298,382 | 241,491 | 200 |
| 70600 | HUD PHA operating grants | 261,680 | 928,041 | 910,057 | 491,401 | 662,042 | 310,640 | 133,236 | 316,858 | 300,244 | 4,483,680 |
| 70610 | Capital grants | - | - | - | 425,356 | - | - | - | - | - | - |
| 70710 | Management fee | - | - | - | - | - | - | - | - | - | - |
| 70720 | Asset management fee | - | - | - | - | - | - | - | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | - | - | - | - | - | - |
| 70740 | Front line service fee | - | - | - | - | - | - | - | - | - | - |
| 70750 | Other fees | - | - | - | - | - | - | - | - | - | - |
| 70700 | Total fee revenue | 261,680 | 928,041 | 910,057 | 916,757 | 662,042 | 310,640 | 133,236 | 316,858 | 300,244 | 4,483,680 |
| 70800 | Other government grants | - | - | - | - | - | - | - | - | - | 190,000 |
| 71100 | Investment income - unrestricted | - | - | - | - | - | - | - | - | - | - |
| 71200 | Mortgage interest income | - | - | - | - | - | - | - | - | - | - |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - | - | - | - |
| 71310 | Cost of sale of assets | - | - | - | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | - | - | - | - | - | - | - | 7,538 | - | - |
| 71500 | Other revenue | 120 | 34,746 | 3,090 | 649 | 88 | - | 423 | 2,223 | 595 | - |
| 71600 | Gain or loss on sale of capital assets | - | - | - | - | - | - | - | - | - | 1,835,326 |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - | - | - | - |
| 70000 | Total revenue | 374,379 | 1,360,034 | 1,029,776 | 995,280 | 805,523 | 310,640 | 326,755 | 625,001 | 542,330 | 6,509,206 |
| EXPENSES | | | | | | | | | | | |
| Administrative: | | | | | | | | | | | |
| 91100 | Administrative salaries | 41,361 | 46,499 | 138,196 | 49,750 | 60,600 | - | 28,462 | 49,230 | 52,503 | 3,414 |
| 91200 | Auditing fees | 6,077 | 37,755 | 2,472 | 1,341 | 1,978 | - | 1,148 | 2,119 | 2,649 | - |
| 91300 | Management fee | 33,614 | 117,404 | 94,953 | 54,330 | 77,959 | - | 47,445 | 80,688 | 73,060 | 60,470 |
| 91310 | Bookkeeping fee | 4,065 | 14,195 | 11,483 | 6,570 | 9,428 | - | 5,738 | 9,758 | 8,834 | 2,250 |
| 91400 | Advertising and marketing | - | - | 119 | - | - | - | - | - | - | - |
| 91500 | Employee benefit contributions - administrative | 17,539 | 23,404 | 64,349 | 23,668 | 29,501 | - | 13,400 | 23,033 | 24,865 | 1,600 |
| 91600 | Office expenses | 5,818 | 7,313 | 8,523 | 7,405 | 6,950 | 4 | 5,983 | 7,978 | 9,155 | 1,677 |
| 91700 | Legal expense | - | - | - | - | 1,509 | - | - | - | - | - |
| 91800 | Travel | - | 816 | 150 | - | 656 | - | - | 811 | 63 | 559 |
| 91810 | Allocated overhead | - | - | - | - | - | - | - | - | - | - |
| 91900 | Other fees | 61,859 | 168,237 | 225,673 | 89,918 | 165,626 | 706 | 50,870 | 116,047 | 133,670 | 5,892 |
| 91000 | Total administrative | 170,333 | 415,623 | 545,918 | 232,982 | 354,207 | 710 | 153,046 | 289,664 | 304,799 | 75,862 |
| 92000 | Asset management fee | - | 19,440 | 16,800 | 9,120 | 13,440 | - | 7,800 | 14,400 | - | 3,000 |
| Tenant services: | | | | | | | | | | | |
| 92100 | Salaries | - | - | - | - | - | - | 5,476 | 12,092 | 9,199 | - |
| 92200 | Relocation costs | - | - | - | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | - | - | - | - | - | - | 2,545 | 5,643 | 4,249 | - |
| 92400 | Other | - | 236 | 1,653 | 1,280 | 1,210 | - | 442 | 3,715 | 4,478 | 5,281 |
| 92500 | Total tenant services | - | 236 | 1,653 | 1,280 | 1,210 | - | 8,463 | 21,450 | 17,926 | 5,281 |
| Utilities: | | | | | | | | | | | |
| 93100 | Water | 25,481 | 111,883 | 38,125 | 48,681 | 39,528 | - | 20,895 | 35,482 | 97,778 | 54,749 |
| 93200 | Electricity | 2,250 | 4,904 | 29,943 | 8,759 | 17,351 | - | 59,311 | 82,829 | 15,840 | 5,705 |
| 93300 | Gas | - | 409 | 678 | 1,325 | 1,618 | - | 12,761 | 24,972 | 1,391 | 298 |
| 93400 | Fuel | - | - | - | - | - | - | - | - | - | - |
| 93500 | Labor | - | - | - | - | - | - | - | - | - | - |
| 93600 | Sewer | 11,888 | 40,522 | 28,065 | 19,164 | 22,711 | - | 13,841 | 31,109 | 21,635 | 21,251 |
| 93800 | Other utilities expense | - | - | - | - | - | - | - | - | - | - |
| 93000 | Total utilities | 39,619 | 157,718 | 96,811 | 77,929 | 81,208 | - | 106,808 | 174,392 | 136,644 | 82,003 |
| Ordinary maintenance & operations: | | | | | | | | | | | |
| 94100 | Labor | 54,832 | 142,459 | 215,238 | 86,774 | 140,852 | 672 | 27,859 | 36,001 | 96,938 | - |
| 94200 | Materials and other | 21,252 | 82,082 | 44,980 | 24,971 | 53,535 | 3,135 | 4,250 | 20,356 | 27,394 | 27 |
| 94300 | Contracts | 54,386 | 166,225 | 77,380 | 38,712 | 59,390 | 244 | 33,009 | 64,553 | 55,320 | 18,016 |
| 94500 | Employee benefits contribution | 26,158 | 67,595 | 100,472 | 40,620 | 63,281 | 193 | 12,932 | 16,769 | 43,411 | - |
| 94000 | Total ordinary maintenance & operations | 156,628 | 458,361 | 438,070 | 191,077 | 317,058 | 4,244 | 78,050 | 137,679 | 223,063 | 18,043 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 3005 | AMP 3006 | AMP 3007 | AMP 3008 | AMP 3009 | AMP 3010 | AMP 3016 | AMP 3020 | AMP 3021 | Other Projects | Project Totals |
|------------------------------------|---|------------|----------|-----------|------------|------------|------------|------------|------------|------------|----------------|----------------|
| REVENUE | | | | | | | | | | | | |
| 70300 | Net tenant rental revenue | \$ 119,511 | \$ - | \$ 77,236 | \$ 137,283 | \$ 168,996 | \$ 117,056 | \$ 331,465 | \$ 102,945 | \$ 244,245 | \$ - | \$ 5,118,510 |
| 70400 | Tenant revenue - other | 34,372 | - | 19,916 | 18,651 | 3,788 | 25,177 | 51,584 | 18,795 | 4,121 | - | 398,912 |
| 70500 | Total tenant revenue | 153,883 | - | 97,152 | 155,934 | 172,784 | 142,233 | 383,049 | 121,740 | 248,366 | - | 5,517,422 |
| 70600 | HUD PHA operating grants | 560,430 | - | 270,155 | 515,088 | 187,959 | 402,206 | 729,747 | 274,802 | 232,161 | - | 18,724,833 |
| 70610 | Capital grants | 1,909,641 | - | - | 75,039 | - | 1,024 | - | - | - | - | 2,411,060 |
| 70710 | Management fee | - | - | - | - | - | - | - | - | - | - | - |
| 70720 | Asset management fee | - | - | - | - | - | - | - | - | - | - | - |
| 70730 | Bookkeeping fee | - | - | - | - | - | - | - | - | - | - | - |
| 70740 | Front line service fee | - | - | - | - | - | - | - | - | - | - | - |
| 70750 | Other fees | - | - | - | - | - | - | - | - | - | - | - |
| 70700 | Total fee revenue | 2,470,071 | - | 270,155 | 590,127 | 187,959 | 403,230 | 729,747 | 274,802 | 232,161 | - | 21,135,893 |
| 70800 | Other government grants | - | - | - | - | - | - | - | - | - | - | 190,000 |
| 71100 | Investment income - unrestricted | - | - | - | - | - | - | - | - | - | - | - |
| 71200 | Mortgage interest income | - | - | - | - | - | - | - | - | - | - | - |
| 71300 | Proceeds from disposition of assets held for sale | - | - | - | - | - | - | - | - | - | - | - |
| 71310 | Cost of sale of assets | - | - | - | - | - | - | - | - | - | - | - |
| 71400 | Fraud recovery | - | - | - | - | - | - | - | 1,573 | - | - | 9,111 |
| 71500 | Other revenue | 2,848 | 26,504 | 18,985 | 46,601 | 53,397 | 16,081 | 8,395 | 23,523 | 1,855 | 84,197 | 321,581 |
| 71600 | Gain or loss on sale of capital assets | - | - | - | - | - | - | - | - | - | - | 1,835,326 |
| 72000 | Investment income - restricted | - | - | - | - | - | - | - | - | - | - | - |
| 70000 | Total revenue | 2,626,802 | 26,504 | 386,292 | 792,662 | 414,140 | 561,544 | 1,121,191 | 421,638 | 482,382 | 84,197 | 29,009,333 |
| EXPENSES | | | | | | | | | | | | |
| Administrative: | | | | | | | | | | | | |
| 91100 | Administrative salaries | 89,726 | - | 24,393 | 58,166 | 35,813 | 37,210 | 78,180 | 29,129 | 72,047 | - | 1,412,700 |
| 91200 | Auditing fees | 2,649 | - | 1,043 | 2,102 | 1,325 | 1,591 | 3,146 | 1,078 | 1,978 | - | 96,202 |
| 91300 | Management fee | 68,222 | - | 42,298 | 86,394 | 55,198 | 63,757 | 129,188 | 43,414 | 82,549 | - | 2,444,489 |
| 91310 | Bookkeeping fee | 8,247 | - | 5,115 | 10,448 | 6,675 | 7,710 | 15,623 | 5,250 | 9,983 | - | 246,207 |
| 91400 | Advertising and marketing | - | - | - | - | - | - | - | - | - | - | 250 |
| 91500 | Employee benefit contributions - administrative | 46,820 | - | 11,479 | 27,512 | 16,872 | 17,511 | 36,705 | 14,113 | 33,949 | - | 661,876 |
| 91600 | Office expenses | 8,139 | - | 4,340 | 9,369 | 5,126 | 5,573 | 9,717 | 5,785 | 6,352 | - | 175,160 |
| 91700 | Legal expense | - | - | - | - | - | - | - | - | 34,029 | - | 39,165 |
| 91800 | Travel | 63 | - | - | 306 | 31 | - | 8 | 12 | 804 | - | 48,895 |
| 91810 | Allocated overhead | - | - | - | - | - | - | - | - | - | - | - |
| 91900 | Other fees | 159,048 | - | 56,919 | 102,848 | 62,846 | 81,689 | 189,946 | 76,472 | 82,096 | - | 3,037,353 |
| 91000 | Total administrative | 382,914 | - | 145,587 | 297,145 | 183,886 | 215,041 | 462,513 | 175,253 | 323,787 | - | 8,162,297 |
| 92000 | Asset management fee | - | - | 7,080 | - | - | - | 21,360 | 7,320 | 13,440 | - | 245,810 |
| Tenant services: | | | | | | | | | | | | |
| 92100 | Salaries | 9,199 | - | - | 6,119 | 3,856 | - | 2,057 | 3,136 | 18,739 | - | 163,088 |
| 92200 | Relocation costs | - | - | - | - | - | - | - | - | - | - | - |
| 92300 | Employee benefit contributions | 4,249 | - | - | 2,782 | 1,753 | - | 935 | 1,426 | 8,883 | - | 76,783 |
| 92400 | Other | 4,620 | - | 5,318 | 563 | 1,292 | 276 | 2,447 | 2,395 | 6,171 | - | 60,144 |
| 92500 | Total tenant services | 18,068 | - | 5,318 | 9,464 | 6,901 | 276 | 5,439 | 6,957 | 33,793 | - | 300,015 |
| Utilities: | | | | | | | | | | | | |
| 93100 | Water | 50,240 | - | 18,043 | 68,729 | 23,438 | 57,448 | 24,583 | 29,253 | 26,624 | - | 1,260,952 |
| 93200 | Electricity | 15,215 | - | 7,203 | 10,166 | 8,515 | 11,231 | 10,777 | 11,470 | 24,006 | - | 733,778 |
| 93300 | Gas | 1,289 | - | 1,295 | 2,563 | 1,449 | 2,677 | 3,861 | 1,698 | 6,387 | - | 141,173 |
| 93400 | Fuel | - | - | - | - | - | - | - | - | - | - | - |
| 93500 | Labor | - | - | - | - | - | - | - | - | - | - | - |
| 93600 | Sewer | 21,421 | - | 9,931 | 18,421 | 11,611 | 9,931 | 32,378 | 9,951 | 15,978 | - | 543,191 |
| 93800 | Other utilities expense | - | - | - | - | - | - | - | - | - | - | - |
| 93000 | Total utilities | 88,165 | - | 36,472 | 99,879 | 45,013 | 81,287 | 71,599 | 52,372 | 72,995 | - | 2,679,094 |
| Ordinary maintenance & operations: | | | | | | | | | | | | |
| 94100 | Labor | 96,938 | - | 60,660 | 104,729 | 66,003 | 92,530 | 177,142 | 53,686 | 7,314 | - | 2,467,265 |
| 94200 | Materials and other | 64,825 | - | 32,441 | 34,854 | 21,755 | 51,672 | 101,877 | 21,231 | 8,542 | - | 971,092 |
| 94300 | Contracts | 71,551 | - | 51,217 | 66,138 | 38,354 | 66,489 | 179,830 | 73,529 | 72,665 | - | 1,985,435 |
| 94500 | Employee benefits contribution | 43,411 | - | 24,475 | 48,428 | 30,521 | 37,334 | 73,523 | 24,825 | 2,588 | - | 1,131,863 |
| 94000 | Total ordinary maintenance & operations | 276,725 | - | 168,793 | 254,149 | 156,633 | 248,025 | 532,372 | 173,271 | 91,109 | - | 6,555,655 |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 2301 | AMP 2302 | AMP 2303 | AMP 2304 | AMP 2305 | AMP 2306 | AMP 2307 | AMP 2308 | AMP 2309 |
|-------------|---|-------------|----------------|--------------|-------------|--------------|--------------|--------------|----------------|--------------|
| | Protective services: | | | | | | | | | |
| 95100 | Labor | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95200 | Other contract costs | - | - | - | - | - | - | - | - | - |
| 95300 | Other | 4,084 | 41,327 | 20,647 | 208 | - | 30,134 | 25,095 | 78,884 | 56,263 |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - | - | - |
| 95000 | Total protective services | 4,084 | 41,327 | 20,647 | 208 | - | 30,134 | 25,095 | 78,884 | 56,263 |
| 96110 | Property insurance | 3,878 | 15,631 | 29,064 | 7,238 | 38,843 | 11,869 | 15,031 | 37,926 | 32,264 |
| 96120 | Liability insurance | - | - | - | - | - | - | - | - | - |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - | - | - |
| 96140 | All other insurance | - | - | - | - | - | 7,593 | - | 880 | - |
| 96100 | Total insurance premiums | 3,878 | 15,631 | 29,064 | 7,238 | 38,843 | 19,462 | 15,031 | 38,806 | 32,264 |
| | General expenses: | | | | | | | | | |
| 96200 | Other general expenses | 787 | 1,063 | 1,573 | 393 | - | 1,180 | 1,180 | 1,966 | 2,073 |
| 96210 | Compensated absences | - | 6,916 | 6,032 | - | - | (26,503) | 13,043 | (34,284) | (39,264) |
| 96300 | Payments in lieu of taxes | 1,576 | 10,179 | 42,775 | 1,810 | - | 24,848 | 32,716 | 19,616 | 3,608 |
| 96400 | Bad debt - tenant rents | 2,315 | 5,315 | 1,590 | 5,419 | - | 6,182 | 4,423 | 27,971 | 19,991 |
| 96500 | Bad debt - mortgages | - | - | - | - | - | - | - | - | - |
| 96600 | Bad debt - other | - | - | - | - | - | - | - | - | - |
| 96800 | Severance expense | - | - | - | - | - | - | - | - | - |
| 96000 | Total general expenses | 4,678 | 23,473 | 51,970 | 7,622 | - | 5,707 | 51,362 | 15,269 | (13,592) |
| 96710 | Interest of mortgage (or bonds) payable | - | - | - | - | - | - | - | - | - |
| 96720 | Interest on notes payable (short and long term) | 7 | 7 | 15 | - | - | 17 | 12 | 12 | - |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - | - | - |
| 96700 | Total interest expense and amortization cost | 7 | 7 | 15 | - | - | 17 | 12 | 12 | - |
| 96900 | Total operating expenses | 589,850 | 969,056 | 1,400,644 | 276,397 | 135,565 | 971,871 | 1,310,298 | 1,473,368 | 988,791 |
| 97000 | Excess of operating revenue over operating expenses | 3,169 | (108,985) | 298,823 | 39,935 | (135,565) | 80,174 | 157,736 | 421,743 | 340,187 |
| 97100 | Extraordinary maintenance | 1,253 | 21,680 | 56,282 | 1,690 | 1,084 | 7,451 | 6,007 | 32,253 | 210,780 |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | - | - | - | - |
| 97300 | Housing assistance payments | - | - | - | - | - | - | - | - | - |
| 97350 | HAP portability-in | - | - | - | - | - | - | - | - | - |
| 97400 | Depreciation expense | 88,010 | 1,014,596 | 303,069 | 135,090 | 22,024 | 299,940 | 288,393 | 801,654 | 83,248 |
| 97500 | Fraud losses | - | - | - | - | - | - | - | - | - |
| 97600 | Capital outlays - governmental funds | - | - | - | - | - | - | - | - | - |
| 97700 | Debt principal payment - governmental funds | - | - | - | - | - | - | - | - | - |
| 97800 | Dwelling units rent expense | - | - | - | - | - | - | - | - | - |
| 90000 | Total expenses | 679,113 | 2,005,332 | 1,759,995 | 413,177 | 158,673 | 1,279,262 | 1,604,698 | 2,307,275 | 1,282,819 |
| | Other financing sources (uses): | | | | | | | | | |
| 10010 | Operating transfer in | - | - | - | - | - | - | - | - | - |
| 10020 | Operating transfer out | - | - | - | - | - | - | - | - | - |
| 10030 | Operating transfers from/to primary government | - | - | - | - | - | - | - | - | - |
| 10040 | Operating transfers from/to component unit | - | - | - | - | - | - | - | - | - |
| 10050 | Proceeds from notes, loans and bonds | - | - | - | - | - | - | - | - | - |
| 10060 | Proceeds from property sales | - | - | - | - | - | - | - | - | - |
| 10070 | Extraordinary items, net gain/loss | - | - | - | - | - | - | - | - | - |
| 10080 | Special items (net gain/loss) | - | - | - | - | - | - | - | - | - |
| 10091 | Inter project excess cash transfer in | - | 20,914 | - | - | - | - | - | - | - |
| 10092 | Inter project excess cash transfer out | - | - | (815,787) | - | - | - | (500,000) | (600,000) | (400,000) |
| 10093 | Transfers between program and project - in | - | - | - | - | - | - | - | - | - |
| 10094 | Transfers between project and program - out | - | - | - | - | - | - | - | - | - |
| 10100 | Total other financing sources (uses) | - | 20,914 | (815,787) | - | - | - | (500,000) | (600,000) | (400,000) |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ (86,094) | \$ (1,124,347) | \$ (876,315) | \$ (96,845) | \$ (158,673) | \$ (227,217) | \$ (636,664) | \$ (1,012,164) | \$ (353,841) |
| | Memo Account Information | | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11030 | Beginning equity | 1,484,995 | 13,985,679 | 6,081,554 | 1,359,144 | 711,779 | 5,038,581 | 3,800,571 | 8,088,665 | 1,790,825 |
| 11040 | Prior period adjustments, equity transfers and correction of errors | - | - | - | - | - | - | - | - | - |
| 11190 | Unit months available | 288 | 1,500 | 3,108 | 480 | - | 1,800 | 2,400 | 2,820 | 2,088 |
| 11210 | Number of unit months leased | 280 | 1,452 | 3,047 | 469 | - | 1,707 | 2,367 | 2,723 | 1,933 |
| 11270 | Excess cash | 277,897 | 19,778 | 462,867 | 76,567 | (97,307) | 570,683 | 405,675 | 451,646 | 415,037 |
| 11620 | Building purchases | - | - | - | - | - | - | - | - | - |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 2310 | AMP 2311 | AMP 2312 | AMP 2313 | AMP 2314 | AMP 2315 | AMP 2316 | AMP 7001 | AMP 3002 | AMP 3003 |
|--|---|--------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|-----------|--------------|
| Protective services: | | | | | | | | | | | |
| 95100 | Labor | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95200 | Other contract costs | - | - | - | - | - | - | - | - | - | - |
| 95300 | Other | 382 | 556 | 49,202 | 24,459 | 58,874 | - | 22,630 | 36,770 | - | - |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - | - | - | - |
| 95000 | Total protective services | 382 | 556 | 49,202 | 24,459 | 58,874 | - | 22,630 | 36,770 | - | - |
| 96110 | Property insurance | 11,512 | 39,235 | 36,161 | 14,694 | 21,965 | - | 3,400 | 86,046 | 25,199 | 3,817 |
| 96120 | Liability insurance | - | - | - | - | - | - | - | - | - | - |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - | - | - | - |
| 96140 | All other insurance | - | - | 1,979 | - | - | - | 416 | - | 1,261 | 615 |
| 96100 | Total insurance premiums | 11,512 | 39,235 | 38,140 | 14,694 | 21,965 | - | 3,816 | 86,046 | 26,460 | 4,432 |
| General expenses: | | | | | | | | | | | |
| 96200 | Other general expenses | 1,180 | 787 | 5,363 | 393 | 9,781 | 279,385 | 787 | 5,839 | 787 | - |
| 96210 | Compensated absences | (9,006) | - | 2,531 | 61 | 14,363 | - | (4,221) | (5,464) | 4,741 | - |
| 96300 | Payments in lieu of taxes | 6,366 | 22,255 | 3,493 | 674 | 6,307 | - | 8,070 | 11,529 | - | - |
| 96400 | Bad debt - tenant rents | 7,342 | 26,933 | 19,235 | 15,366 | 13,497 | - | 1,404 | 7,251 | (13,219) | (683) |
| 96500 | Bad debt - mortgages | - | - | - | - | - | - | - | - | - | - |
| 96600 | Bad debt - other | - | - | - | - | - | - | - | - | - | - |
| 96800 | Severance expense | - | - | - | - | - | - | - | - | - | - |
| 96000 | Total general expenses | 5,882 | 49,975 | 30,622 | 16,494 | 43,948 | 279,385 | 6,040 | 19,155 | (7,691) | (683) |
| 96710 | Interest of mortgage (or bonds) payable | - | - | - | - | - | - | - | - | - | - |
| 96720 | Interest on notes payable (short and long term) | - | 10 | 12 | 12 | 15 | - | - | - | - | - |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - | - | - | - |
| 96700 | Total interest expense and amortization cost | - | 10 | 12 | 12 | 15 | - | - | - | - | - |
| 96900 | Total operating expenses | 384,356 | 1,141,154 | 1,217,228 | 568,047 | 891,925 | 284,339 | 386,653 | 779,556 | 701,201 | 187,938 |
| 97000 | Excess of operating revenue over operating expenses | (9,977) | 218,880 | (187,452) | 427,233 | (86,402) | 26,301 | (59,898) | (154,555) | (158,871) | 6,321,268 |
| 97100 | Extraordinary maintenance | 7,339 | 22,993 | 55,433 | 37,848 | 43,673 | - | 1,885 | 30,686 | 49,802 | 58,816 |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | - | - | - | - | - |
| 97300 | Housing assistance payments | - | - | - | - | - | - | - | - | - | - |
| 79350 | HAP portability-in | - | - | - | - | - | - | - | - | - | - |
| 97400 | Depreciation expense | 429,906 | 816,479 | 104,020 | 48,148 | 71,552 | 171,559 | 602,263 | 172,365 | 119,791 | 7,037 |
| 97500 | Fraud losses | - | - | - | - | - | - | - | - | - | - |
| 97600 | Capital outlays - governmental funds | - | - | - | - | - | - | - | - | - | - |
| 97700 | Debt principal payment - governmental funds | - | - | - | - | - | - | - | - | - | - |
| 97800 | Dwelling units rent expense | - | - | - | - | - | - | - | - | - | - |
| 90000 | Total expenses | 821,601 | 1,980,626 | 1,376,681 | 654,043 | 1,007,150 | 455,898 | 990,801 | 982,607 | 870,794 | 253,791 |
| Other financing sources (uses): | | | | | | | | | | | |
| 10010 | Operating transfer in | - | - | - | - | - | - | - | - | - | - |
| 10020 | Operating transfer out | - | - | - | - | - | - | - | - | - | - |
| 10030 | Operating transfers from/to primary government | - | - | - | - | - | - | - | - | - | - |
| 10040 | Operating transfers from/to component unit | - | - | - | - | - | - | - | - | - | - |
| 10050 | Proceeds from notes, loans and bonds | - | - | - | - | - | - | - | - | - | - |
| 10060 | Proceeds from property sales | - | - | - | - | - | - | - | - | - | - |
| 10070 | Extraordinary items, net gain/loss | - | - | - | - | - | - | - | - | - | - |
| 10080 | Special items (net gain/loss) | - | - | - | - | - | - | - | - | - | - |
| 10091 | Inter project excess cash transfer in | - | - | 165,388 | - | 67,798 | - | 25,714 | - | 390,402 | - |
| 10092 | Inter project excess cash transfer out | - | - | - | - | - | - | - | - | - | - |
| 10093 | Transfers between program and project - in | - | - | - | - | - | - | - | - | - | - |
| 10094 | Transfers between program and project - out | - | - | - | - | - | - | - | - | - | - |
| 10100 | Total other financing sources (uses) | - | - | 165,388 | - | 67,798 | - | 25,714 | - | 390,402 | - |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ (447,222) | \$ (620,592) | \$ (181,517) | \$ 341,237 | \$ (133,829) | \$ (145,258) | \$ (638,332) | \$ (357,606) | \$ 61,938 | \$ 6,255,415 |
| Memo Account Information | | | | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11030 | Beginning equity | 9,906,762 | 20,040,570 | 1,946,068 | 1,739,067 | 1,031,170 | 2,433,272 | 8,013,398 | 2,147,840 | 757,538 | 2,669,910 |
| 11040 | Prior period adjustments, equity transfers and correction of errors | - | - | - | - | - | - | - | - | - | - |
| 11190 | Unit months available | 552 | 1,944 | 1,680 | 912 | 1,344 | 720 | 780 | 1,440 | 1,200 | 1,200 |
| 11210 | Number of unit months leased | 542 | 1,893 | 1,531 | 876 | 1,257 | 717 | 765 | 1,301 | 1,178 | 1,200 |
| 11270 | Excess cash | 30,722 | 639,045 | 20,000 | 29,054 | 20,000 | (23,484) | 20,000 | 34,430 | 20,001 | (278,826) |
| 11620 | Building purchases | - | - | - | 425,356 | - | - | - | - | - | - |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
PROJECT FINANCIAL DATA SCHEDULE
Year Ended September 30, 2014

| Line Item # | Accounts Description | AMP 3005 | AMP 3006 | AMP 3007 | AMP 3008 | AMP 3009 | AMP 3010 | AMP 3016 | AMP 3020 | AMP 3021 | Other Projects | Project Totals |
|--|---|--------------|----------|--------------|------------|-------------|-----------|--------------|--------------|--------------|----------------|----------------|
| Protective services: | | | | | | | | | | | | |
| 95100 | Labor | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95200 | Other contract costs | - | - | - | - | - | - | - | - | - | - | - |
| 95300 | Other | - | - | 377 | 1,323 | 65 | 1,165 | 1,378 | 972 | 6,491 | - | 461,286 |
| 95500 | Employee benefit contributions | - | - | - | - | - | - | - | - | - | - | - |
| 95000 | Total protective services | - | - | 377 | 1,323 | 65 | 1,165 | 1,378 | 972 | 6,491 | - | 461,286 |
| 96110 | Property insurance | 26,183 | - | 16,562 | 20,319 | 12,353 | 24,664 | 46,112 | 10,900 | 3,983 | - | 594,849 |
| 96120 | Liability insurance | - | - | - | - | - | - | - | - | - | - | - |
| 96130 | Workmen's compensation | - | - | - | - | - | - | - | - | - | - | - |
| 96140 | All other insurance | 3,364 | - | - | - | - | - | - | - | - | - | 16,108 |
| 96100 | Total insurance premiums | 29,547 | - | 16,562 | 20,319 | 12,353 | 24,664 | 46,112 | 10,900 | 3,983 | - | 610,957 |
| General expenses: | | | | | | | | | | | | |
| 96200 | Other general expenses | 1,002 | - | 787 | 787 | 787 | 787 | 1,573 | 2,590 | 787 | - | 323,617 |
| 96210 | Compensated absences | - | 26,504 | - | 34,284 | 39,264 | 9,006 | 4,221 | 5,464 | - | - | 47,688 |
| 96300 | Payments in lieu of taxes | - | - | - | - | - | - | - | - | - | - | 195,822 |
| 96400 | Bad debt - tenant rents | 16,676 | - | - | 22,470 | 1,021 | 8,897 | 11,293 | 12,069 | 9,320 | - | 232,078 |
| 96500 | Bad debt - mortgages | - | - | - | - | - | - | - | - | - | - | - |
| 96600 | Bad debt - other | - | - | - | - | - | - | - | - | - | - | - |
| 96800 | Severance expense | - | - | - | - | - | - | - | - | - | - | - |
| 96000 | Total general expenses | 17,678 | 26,504 | 787 | 57,541 | 41,072 | 18,690 | 17,087 | 20,123 | 10,107 | - | 799,205 |
| 96710 | Interest of mortgage (or bonds) payable | - | - | - | - | - | - | - | - | - | 13,514 | 13,514 |
| 96720 | Interest on notes payable (short and long term) | - | - | - | - | - | - | - | - | - | 2,011 | 2,130 |
| 96730 | Amortization of bond issue costs | - | - | - | - | - | - | - | - | - | - | - |
| 96700 | Total interest expense and amortization cost | - | - | - | - | - | - | - | - | - | 15,525 | 15,644 |
| 96900 | Total operating expenses | 813,097 | 26,504 | 380,976 | 739,820 | 445,923 | 589,148 | 1,157,860 | 447,168 | 555,705 | 15,525 | 19,829,963 |
| 97000 | Excess of operating revenue over operating expenses | 1,813,705 | - | 5,316 | 52,842 | (31,783) | (27,604) | (36,669) | (25,530) | (73,323) | 68,672 | 9,179,370 |
| 97100 | Extraordinary maintenance | 113,502 | - | 10,158 | 8,176 | 4,015 | 28,485 | 23,753 | 33,261 | 13,973 | - | 882,278 |
| 97200 | Casualty losses - non capitalized | - | - | - | - | - | - | - | - | - | - | - |
| 97300 | Housing assistance payments | - | - | - | - | - | - | - | - | - | - | - |
| 79350 | HAP portability-in | - | - | - | - | - | - | - | - | - | - | - |
| 97400 | Depreciation expense | 351,227 | - | 226,037 | 397,967 | 131,045 | 271,110 | 716,536 | 263,781 | 536,904 | 194,186 | 8,667,937 |
| 97500 | Fraud losses | - | - | - | - | - | - | - | - | - | - | - |
| 97600 | Capital outlays - governmental funds | - | - | - | - | - | - | - | - | - | - | - |
| 97700 | Debt principal payment - governmental funds | - | - | - | - | - | - | - | - | - | - | - |
| 97800 | Dwelling units rent expense | - | - | - | - | - | - | - | - | - | - | - |
| 90000 | Total expenses | 1,277,826 | 26,504 | 617,171 | 1,145,963 | 580,983 | 888,743 | 1,898,149 | 744,210 | 1,106,582 | 209,711 | 29,380,178 |
| Other financing sources (uses): | | | | | | | | | | | | |
| 10010 | Operating transfer in | - | - | - | - | - | - | - | - | - | - | - |
| 10020 | Operating transfer out | - | - | - | - | - | - | - | - | - | - | - |
| 10030 | Operating transfers from/to primary government | - | - | - | - | - | - | - | - | - | - | - |
| 10040 | Operating transfers from/to component unit | - | - | - | - | - | - | - | - | - | - | - |
| 10050 | Proceeds from notes, loans and bonds | - | - | - | - | - | - | - | - | - | - | - |
| 10060 | Proceeds from property sales | - | - | - | - | - | - | - | - | - | - | - |
| 10070 | Extraordinary items, net gain/loss | - | - | - | - | - | - | - | - | - | - | - |
| 10080 | Special items (net gain/loss) | - | - | - | - | - | - | - | - | - | - | - |
| 10091 | Inter project excess cash transfer in | 356,966 | - | - | 622,491 | 139,361 | 344,299 | 101,703 | 5,000 | 75,751 | - | 2,315,787 |
| 10092 | Inter project excess cash transfer out | - | - | - | - | - | - | - | - | - | - | (2,315,787) |
| 10093 | Transfers between program and project - in | - | - | - | - | - | - | - | - | - | - | - |
| 10094 | Transfers between program and project - out | - | - | - | - | - | - | - | - | - | - | - |
| 10100 | Total other financing sources (uses) | 356,966 | - | - | 622,491 | 139,361 | 344,299 | 101,703 | 5,000 | 75,751 | - | - |
| 10000 | EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENSES | \$ 1,705,942 | \$ - | \$ (230,879) | \$ 269,190 | \$ (27,482) | \$ 17,100 | \$ (675,255) | \$ (317,572) | \$ (548,449) | \$ (125,514) | \$ (370,845) |
| Memo Account Information | | | | | | | | | | | | |
| 11020 | Required annual debt principal payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11030 | Beginning equity | 3,712,375 | - | 2,422,928 | 2,974,828 | 1,706,183 | 1,726,563 | 11,256,074 | 4,938,374 | 12,480,766 | 10,634,055 | 144,879,534 |
| 11040 | Prior period adjustments, equity transfers and correction of errors | - | - | - | - | - | - | - | - | - | - | - |
| 11190 | Unit months available | 1,200 | - | 708 | 1,428 | 900 | 1,080 | 2,136 | 732 | 1,344 | - | 35,784 |
| 11210 | Number of unit months leased | 1,100 | - | 682 | 1,393 | 890 | 1,028 | 2,083 | 700 | 1,331 | - | 34,445 |
| 11270 | Excess cash | 20,000 | - | 10,610 | 18,975 | 18,829 | 89,412 | 29,995 | 8,702 | 20,000 | 2,421,320 | 5,731,628 |
| 11620 | Building purchases | 1,909,641 | - | - | 75,039 | - | 1,024 | - | - | - | - | 2,411,060 |

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT AND CERTIFICATION OF PROGRAM COSTS –
CAPITAL FUND PROGRAM
Year Ended September 30, 2014**

| | |
|--|------------------------------|
| 2010 Capital Fund Program Grant (CFP) | <u>NV39P018501-10</u> |
| Funds approved | \$ 5,321,878 |
| Funds expended | <u>5,321,878</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 5,321,878 |
| Funds expended | <u>5,321,878</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2011 Replacement Housing Fund Grant (RHF) | <u>NV39R018501-11</u> |
| Funds approved | \$ 384,498 |
| Funds expended | <u>384,498</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 384,498 |
| Funds expended | <u>384,498</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2011 Replacement Housing Fund Grant (RHF) | <u>NV39R018502-11</u> |
| Funds approved | \$ 210,683 |
| Funds expended | <u>210,683</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 210,683 |
| Funds expended | <u>210,683</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2012 Replacement Housing Fund Grant (RHF) | <u>NV39R018501-12</u> |
| Funds approved | \$ 499,413 |
| Funds expended | <u>499,413</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 499,413 |
| Funds expended | <u>499,413</u> |
| Excess of funds advanced | <u>\$ -</u> |

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
STATEMENT AND CERTIFICATION OF PROGRAM COSTS –
CAPITAL FUND PROGRAM
Year Ended September 30, 2014**

| 2012 Replacement Housing Fund Grant (RHF) | <u>NV39R018502-12</u> |
|--|----------------------------------|
| Funds approved | \$ 189,875 |
| Funds expended | <u>189,875</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 189,875 |
| Funds expended | <u>189,875</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2013 Replacement Housing Fund Grant (RHF) | <u>NV39R018501-13</u> |
| Funds approved | \$ 550,485 |
| Funds expended | <u>550,485</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 550,485 |
| Funds expended | <u>550,485</u> |
| Excess of funds advanced | <u>\$ -</u> |
| 2013 Replacement Housing Fund Grant (RHF) | <u>NV39R018502-13</u> |
| Funds approved | \$ 186,504 |
| Funds expended | <u>186,504</u> |
| Excess of funds approved | <u>\$ -</u> |
| Funds advanced | \$ 186,504 |
| Funds expended | <u>186,504</u> |
| Excess of funds advanced | <u>\$ -</u> |

1. The distribution of costs as shown on the Actual Modernization Cost Certificates submitted to HUD for approval are in agreement with the Authority's records.
2. All modernization costs have been paid and all related liabilities have been discharged through payment.

SINGLE AUDIT REPORT

**Independent Auditors' Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

Board of Commissioners
Southern Nevada Regional Housing Authority
Las Vegas, Nevada

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Southern Nevada Regional Housing Authority (the Authority), which comprise the statement of net position as of September 30, 2014, and the related statements of revenues, expenses and changes in net position, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 24, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the

determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CliftonLarsonAllen LLP

Baltimore, Maryland
June 24, 2015

Independent Auditors' Report on Compliance with Requirements that Could Have a Direct and Material Effect on Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133

Board of Commissioners
Southern Nevada Regional Housing Authority
Las Vegas, Nevada

Report on Compliance for Each Major Federal Program

We have audited the Southern Nevada Regional Housing Authority's (the Authority) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended September 30, 2014. The Authority's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Authority's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Authority's compliance.

Opinion on Each Major Federal Program

In our opinion, the Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2014.

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance, which is required to be reported in accordance with OMB Circular A-133 and which is described in the accompanying schedule of findings and questioned costs as item 2013-001. Our opinion on each major federal program is not modified with respect to this matter.

The Authority's response to the noncompliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we did identify a deficiency in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as item 2014-001, which we consider to be a significant deficiency.

The Authority's response to the internal control over compliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the it.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the result of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

CliftonLarsonAllen LLP

Baltimore, Maryland
June 24, 2015

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended September 30, 2014**

| Program Title | Federal Catalog Number | Pass-through Agency | Pass Through Number | Total Federal Expenditures |
|---|------------------------------|--|------------------------|-------------------------------|
| U.S. Department of Housing and Urban Development (HUD) | | | | |
| Public and Indian Housing Program | 14.850 | None | | \$ 13,815,613 |
| Capital Fund Program | 14.872 | None | | 7,320,280 |
| Housing Choice Voucher Program | 14.871 | None | | 110,185,134 |
| Supportive Housing for Persons with Disabilities | 14.181 | None | | 710,568 |
| Resident Opportunity Support Services | 14.870 | None | | 431,522 |
| Home Investment Partnership Program | 14.239 | Clark County, Nevada | None | 476,930 |
| Home Investment Partnership Program | 14.239 | City of Las Vegas | None | <u>635,542</u> |
| | | <i>Total Home Investment Partnership Program</i> | | 1,112,472 |
| Community Development Block Grant - NSP3 (Rulon Earl) | 14.218 | Clark County, Nevada | None | 411,812 |
| Community Development Block Grant - NSP3 | 14.218 | Clark County, Nevada | None | 2,001,778 |
| Community Development Block Grant - NSP3 | 14.218 | City of Las Vegas | None | 1,236,293 |
| Community Development Block Grant (Rulon Earl) | 14.218 | City of Las Vegas | None | <u>409,941</u> |
| | | <i>Total Community Development Block Grant Cluster</i> | | 4,059,824 |
| Community Development Block Grant - State's Program (NLV Homes Grant) | 14.228 | Nevada Housing Division | None | 12,009 |
| Community Development Block Grant - State's Program (Rulon Earl) | 14.228 | Nevada Housing Division | None | <u>1,394,331</u> |
| | | <i>Total Community Development Block Grant - State's Program</i> | | 1,406,340 |
| U.S. Department of Labor | | | | |
| Workforce Investment Act Dislocated Worker Formula Grant | 17.278 | Workforce Connections | None | 536,317 |
| Workforce Investment Act Youth Activities | 17.259 | Workforce Connections | None | 292,459 |
| Workforce Investment Act Adult Program | 17.258 | Workforce Connections | None | <u>322,918</u> |
| | | <i>Total Workforce Investment Act Cluster</i> | | 1,151,694 |
| Workforce Investment Act (WIA) National Emergency Grant | 17.277 | Workforce Connections | None | <u>20,758</u> |
| Total Expenditures of Federal Awards | | | | <u>\$ 140,214,205</u> |

This information is an integral part of the accompanying notes.

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
September 30, 2014

NOTE 1 – BASIS OF PRESENTATION

The Schedule of Expenditures of Federal Awards is presented on the accrual basis of accounting and includes all expenditures of federal awards administered by the Authority. Several programs are funded jointly by the State in accordance with requirements of the various federal grants. Costs incurred for such programs are applied to Federal grant funds in accordance with the terms of the related Federal grants with the remainder applied to funds provided by the State.

All costs charged to Federal Awards are determined based on the applicable Federal grants and OMB Circular A-87, *Costs Principles Applicable to Grants and Contracts with State and Local Governments*.

NOTE 2 – FEDERAL COGNIZANT AGENCY

The Federal cognizant agency for the Authority is the U.S. Department of Housing and Urban Development.

NOTE 3 – FINDINGS AND QUESTIONED COSTS

Any findings and questioned costs identified in connection with the 2014 Single Audit would be disclosed in Schedule I.

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2014**

I. Summary of Independent Auditors' Results

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ Yes X None reported
- Noncompliance material to financial statements noted? _____ Yes X No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiencies identified that are not considered to be material weaknesses? X Yes _____ None reported

Type of auditors' report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133? _____ X Yes _____ No

Identification of Major Programs

| <u>Name of Federal Program</u> | <u>CFDA Number</u> |
|-----------------------------------|----------------------|
| Housing Choice Voucher Program | 14.871 |
| Public and Indian Housing Program | 14.850 |
| Capital Fund Program Cluster | 14.872/14.884/14.885 |
| Community Development Block Grant | 14.218 |

Dollar threshold used to distinguish between type A and type B programs: \$ 3,000,000

Auditee qualified as low-risk auditee? _____ X Yes _____ No

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2014**

II. Financial Statement Findings

None noted.

III. Federal Award Findings and Questioned Costs

| | |
|--------------------------------|---|
| Finding 2014-001 | Public and Indian Housing Program 14.850 |
| Federal Agency | U.S. Department of Housing and Urban Development |
| Compliance Requirement: | Special Test, Tenant Participation |
| Type of Finding: | Noncompliance, Significant Deficiency |

Condition/Context

Testing of Public Housing Tenant Participation expenditures identified multiple exceptions. Our sample reviewed 4 quarters of expenditures covering 4 tenant councils, the detail of which accounted for 45 individual transactions. The following was noted:

- Resident Council budgets were not prepared during the fiscal year as mandated by the compliance requirement.
- There were 5 transactions that were for expenses not considered allowable
- There were 4 transactions that did not contain adequate support for the expense.

Criteria

Per PIH 2013-21 as well as OMB A-133 CFDS 14.850 Part IV Supplement, HUD has strict requirements regarding the use of these funds including administering the funds formally per written agreements, reasonably and efficiently. The agreement must require the local resident council to account to the PHA for the use of the funds and permit the PHA to inspect and audit the resident council's financial records related to the agreement (24 CFR sections 964.150) 2 CFR part 225 appendix B 14 states, "Costs of entertainment, including amusement, diversion, and social activities and any costs directly associated with such costs (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable."

Cause

The Authority does not have adequate controls in place for reviewing and monitoring tenant participation funds.

Effect

The Authority is not in compliance with the federal regulations governing the tenant participation program.

Questioned Costs

\$110.57

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2014

Recommendation

We recommend that management review its policies and procedures over the tenant participation program to ensure adequate controls exist over the disbursement of funds and that expenditures are allowable and in accordance with approved resident council budgets.

Management's Response

This year's questioned cost was a continuation from the FY 2013 finding. The Director of Finance has provided training to Directors, Asset Managers, and Resident Council Offices regarding allowable and disallowable cost (PIH Notice 2013-21). Please note that this year's exceptions were reduced considerably from FY 2013. Also in FY 2015, each council prepared budgets in accordance with the compliance requirement. Procedures are in place to address councils who are out of compliance. The Director of Finance, or his designee, will review all reports prepared by the Resident Service department.

Contact

Fredrick Haron

**SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2014**

| | |
|--------------------------------|---|
| Finding 2013-001 | Public and Indian Housing Program 14.850 |
| Federal Agency | U.S. Department of Housing and Urban Development |
| Compliance Requirement: | Special Test, Tenant Participation |
| Type of Finding: | Noncompliance, Significant Deficiency |

Condition/Context

Testing of Public Housing Tenant Participation expenditures identified multiple exceptions. Our sample reviewed 18 months of expenditures covering 12 tenant councils, the detail of which accounted for 99 individual transactions. The following was noted:

- Resident Council budget is not detailed and created in accordance with the required compliance requirement.
- There were 81 different transactions that had expenses that are not considered allowable or we could not determine due to a lack of supporting documentation.
- There were 57 transactions where there was no invoice and/or other supporting documentation noted for the expense.
- 5 of 18 monthly reviews did not have proper review and approval.
- There were 52 different transactions that were missing copies of checks disbursed, checks contained one signature, or payee was also one of the approvers of check.

Recommendation

We recommend that management review its policies and procedures over the tenant participation program to ensure adequate controls over the disbursement of funds and to ensure expenditures are allowable and in accordance with approved resident council budgets.

Status

A similar finding was noted during this fiscal year. See finding 2014-001.

E

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or ___ Annual PHA Plan for the PHA fiscal year beginning _____, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

PHA Name

PHA Number/HA Code

_____ 5-Year PHA Plan for Fiscal Years 20____ - 20_____

_____ Annual PHA Plan for Fiscal Years 20____ - 20_____

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

| | |
|-----------------------------|-------|
| Name of Authorized Official | Title |
| Signature | Date |

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Southern Nevada Regional Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Funds & Capital Fund Program Funds & Section 8 Funds

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Dwayne Alexander

Title

Deputy Executive Director

Signature

X

Date

Certification of Payments to Influence Federal Transactions

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Applicant Name

Southern Nevada Regional Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Funds & Capital Fund Program Funds & Section 8 FundsJD

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

| | |
|-----------------------------|-------------------|
| Name of Authorized Official | Title |
| Signature | Date (mm/dd/yyyy) |

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

| | | |
|--|---|--|
| 1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance | 2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award | 3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _ _ |
| 4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, <i>if known</i> : Congressional District, if known: 4c | 5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known: | |
| 6. Federal Department/Agency: | 7. Federal Program Name/Description: CFDA Number, <i>if applicable</i> : _____ | |
| 8. Federal Action Number, if known: | 9. Award Amount, if known: \$ _____ | |
| 10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> | b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> | |
| 11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. | Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____ | |
| Federal Use Only: | | Authorized for Local Reproduction Standard Form LLL (Rev. 7-97) |

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

CHALLENGED ELEMENTS

None



Capital Fund Program (CFP)

Five-Year Action Plan

FY 2016 – FY 2020

Capital Fund Program Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/30/2011

Part I: Summary

| PHA Name: Southern Nevada Regional Housing Authority | | Locality (City/County & State): Las Vegas/Clark/Nevada | | | | Original 5-Year Plan | Revision No.: |
|--|---|--|---|---|---|----------------------|---------------|
| Development Number and Name | Work Statement for Year 1 FFY: 2015-2016 | Work Statement for Year 2 FFY: 2016-2017 | Work Statement for Year 3 FFY: 2017 2018 | Work Statement for Year 4 FFY: 2018 2019 | Work Statement for Year 5 FFY: 2019 2020 | | |
| B. | Physical Improvements Subtotal | \$ 2,575,000 | \$ 2,603,005 | \$ 2,440,830 | \$ 2,428,136 | | |
| C. | Management Improvements | \$ - | \$ 50,000 | \$ 50,000 | \$ 50,000 | | |
| D. | PHA-Wide Non-Dwelling Structure and Equipment | \$ 207,420 | \$ 50,000 | \$ 145,000 | \$ 45,000 | | |
| E. | Administration | \$ 372,479 | \$ 356,343 | \$ 343,959 | \$ 335,447 | | |
| F. | Other: Fees & Cost | \$ 569,895 | \$ 504,082 | \$ 459,801 | \$ 495,891 | | |
| G. | Operations | | | | | | |
| H. | Demolition | | | | | | |
| I. | Replacement Reserve | | | | | | |
| J. | Mod Used for Development | | | | | | |
| K. | Total CFP Funds | | | | | | |
| L. | Total Non-CFP funds | | | | | | |
| M. | Grand Total | \$ 3,724,794 | \$ 3,563,430 | \$ 3,439,590 | \$ 3,354,474 | | |

| | RAD Reduction-Vera B | RAD Reduction-VeraB BieggerEstates | RAD Reduction-BieggerEstates RoseGardens | RAD Reduction-RoseGardens EspinozaTerrace |
|--------------------------|--|--|--|--|
| RHF 1st Inc.-Development | \$ 410,238.00 (included in CFP DDITF) |
| RHF 2nd Inc. Development | \$ 90,131 (reduced from est. \$170,192) |

NOTES: Vera Johnson B RAD conversion anticipates a reduction of \$137,088 for CFP 2016 allocation. Biegger Estates conversion anticipates a reduction of \$161,364 for CFP 2017 allocation & Rose Gardens conversion anticipates a reduction of \$123,840 for CFP 2018 allocation and Espinoza Terrace conversion anticipates a reduction of \$85,115.21 for CFP2019 allocation

CFP Five-Year Action Plan 03/31/2016 03/31/2015-Amendment-01-10/05/2015

Capital Fund Program Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/30/2011

| Part II: Supporting Pages - Physical Needs Work Statement (s) | | Work Statement for Year 2 FFY: 2016- 2017 | | Work Statement for Year 3 FFY: 2017- 2018 | | |
|---|--|--|----------------|--|----------|----------------|
| Work Statement for Year 1 FFY: 2015 | Development Number/Name General Description of Major Work Categories | Quantity | Estimated Cost | Development Number/Name General Description of Major Work Categories | Quantity | Estimated Cost |
| See Annual Statement | AMP 404 - Espinoza Terrace - RAD CompMod- (portion of) Relocation | | \$ 1,900,000 | AMP 310/311-Scattered Sites Energy Upgrades/Mod- Phase I-10 12 Units | | \$ 911,522 |
| | Sub-Total | | \$ 2,000,000 | [Increased by \$179,865] Sub-Total | | \$ 27,480 |
| | AMP 313- Vera-A CompMod- Phase III-24 Units) Relocation | | \$ 1,725,408 | AMP 318/319-Scattered Sites Energy Upgrades/Mod- Phase I-10 12 Units | | \$ 911,522 |
| | Sub-Total | | \$ 55,756 | Relocation | | \$ 27,480 |
| | PHA Wide- Remaining from FY2016 | | \$ 1,781,164 | [Increased by \$179,865] Sub-Total | | \$ 939,002 |
| | The following work is intended to be performed with Force Account & Section 3 Residents | | | PHA Wide - Remaining from FY 2017 | | |
| | Playground Upgrades | | \$ - | The following work is intended to be performed with Force Account & Section 3 Residents | | |
| | Energy Star Appliances | | \$ 25,000 | Playground Upgrades | | \$ - |
| | Door Upgrades i.e. mail slot upg, autocontrol install, screens doors install | | \$ 50,000 | Energy Star Appliances | | \$ 25,000 |
| | Laterral-Replacement(Marble-Manner) | | \$ 100,000 | Door Upgrades i.e. mail slot upg, autocontrol install, screens doors install | | \$ - |
| | Shut-off Valves/Sewer Lift Station Pump Upgs (Simmons) | | \$ 100,000 | Misc. Site Work & Ext./Int. Units Upg. | | \$ - |
| | Exterior Painting-2nd Floor Decks Upg. - portion of (Hampton) | | \$ 100,000 | Shut-off Valves/Lateral Replacement (Marble-Manner) | | \$ 100,000 |
| | Desert Landscaping-portion of (Hampton) | | \$ - | Exterior Painting of Properties portion of (Jones) | | \$ 100,000 |
| | Parking Lots & Ext. Lighting Upgrades portion of (Jones) | | \$ 100,000 | Desert Landscaping-portion of (Espinoza) | | \$ 100,000 |
| | Windows Replacement (Jones) | | \$ 100,000 | Parking Lots & Ext. Lighting Upgrades portion of (Jones/Hullum) | | \$ 100,000 |
| | Vacancy Reduction | | \$ - | Windows Replacement (Jones/Bigget) | | \$ 100,000 |
| | Elevators Upgrades | | \$ - | Vacancy Reduction | | \$ - |
| | Sub-Total | | \$ 575,000 | Roofing Upgrades (Jones/Espinoza) | | \$ 200,000 |
| | PHA Wide | | | Sub-Total | | \$ 725,000 |
| | Non-Dwelling Units Upgrades (Hampton) | | \$ 50,000 | PHA Wide | | |
| | Non-Dwelling Equipment (reduced increased by \$28,092) | | \$ 157,420 | Non-Dwelling Units Upgrades (Hampton) | | \$ 50,000 |
| | Sub-Total | | \$ 207,420 | Non-Dwelling Equipment | | \$ 50,000 |
| | Subtotal of Estimated Costs | | \$ 2,682,420 | Sub-Total | | \$ 2,453,005 |

Capital Fund Program Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/30/2011

Part II: Supporting Pages - Physical Needs Work Statement (s)

| Work Statement for Year 1 FFY: 2015 | Work Statement for Year 4 FFY: 2018 2019 | | | Work Statement for Year 5 FFY: 2019-2020 | | |
|--|---|----------|----------------|---|----------|----------------|
| | Development Number/Name General Description of Major Work Categories | Quantity | Estimated Cost | Development Number/Name General Description of Major Work Categories | Quantity | Estimated Cost |
| See Annual Statement | | | | | | |
| | AMP 310/311-Scattered Sites Energy Upgrades/Mod- Phase I-40 12Units) Relocation | | \$ 920,435 | AMP 310/311-Scattered Sites Energy Upgrades/Mod- Phase I-12Units) Relocation | | \$ 949,088 |
| | [Increased by \$188,778] Sub-Total | | \$ 27,480 | Sub-Total | | \$ 27,480 |
| | AMP 318/319-Scattered Sites Energy Upgrades/Mod- Phase I-40 12Units) Relocation | | \$ 947,915 | AMP 318/319-Scattered Sites Energy Upgrades/Mod- Phase I-12Units) Relocation | | \$ 976,568 |
| | [Increased by \$188,778] Sub-Total | | \$ 920,435 | Sub-Total | | \$ 949,088 |
| | PHA Wide - Remaining from FY2018 | | \$ 27,480 | Sub-Total | | \$ 27,480 |
| | PHA Wide - Remaining from FY2019 | | \$ 947,915 | Sub-Total | | \$ 976,568 |
| | The following work is intended to be performed with Force Account & Section 3 Residents | | | The following work is intended to be performed with Force Account & Section 3 Residents | | |
| | Playground Upgrades | | \$ - | Playground Upgrades | | \$ - |
| | Energy Star Appliances | | \$ 25,000 | Energy Star Appliances | | \$ 25,000 |
| | Misc. Site Work & Ext./Int. Units Upg. | | \$ - | Misc. Site Work & Ext./Int. Units Upg. | | \$ 30,000 |
| | Door Upgrades i.e. mail slot upg, autocontrol install, screens doors install | | \$ 70,000 | Door Upgrades i.e. mail slot upg, autocontrol install, screens doors install | | \$ - |
| | Shut-off Valves/ Lateral Replacement | | \$ - | Shut-off Valves/ Lateral Replacement | | \$ - |
| | Exterior Painting of Properties portion of (Jones) | | \$ 50,000 | Exterior Painting of Properties portion of (Espinoza) | | \$ 100,000 |
| | Desert Landscaping portion of (Espinoza) | | \$ 50,000 | Desert Landscaping portion of (Hullum) | | \$ 100,000 |
| | Parking Lots & Ext. Lighting Upgrades portion of (Jones/Hullum) | | \$ 50,000 | Parking Lots & Ext. Lighting Upgrades portion of (Hullum) | | \$ 100,000 |
| | Windows Replacement (Jones/Bigget) | | \$ - | Perimeter wall height increase (Hampton) | | \$ 50,000 |
| | Vacancy Reduction | | \$ - | Roof Upgs (Sherman Annex) | | \$ 100,000 |
| | Roofing Upgrades (Jones/Espinoza) | | \$ 300,000 | Upg. Tricon/Access Control System (James Down) | | \$ 25,000 |
| | Sub-Total | | \$ 545,000 | Sub-Total | | \$ 430,000 |
| | PHA Wide | | | PHA Wide | | |
| | Non-Dwelling Units Upgrades (Hullum/Jones) | | \$ 45,000 | Non-Dwelling Units Upgrades (Hullum/Jones) | | \$ 45,000 |
| | Non-Dwelling Equipment | | \$ 100,000 | Non-Dwelling Equipment | | \$ - |
| | Sub-Total | | \$ 145,000 | Sub-Total | | \$ 45,000 |
| | Subtotal of Estimated Costs | | \$ 2,585,830 | Subtotal of Estimated Costs | | \$ 2,428,136 |

Capital Fund Program Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 08/30/2011

Part III: Supporting Pages - Management Needs Work Statement(s)

| Work Statement for Year 1 FFY: 2015 | Work Statement for Year 2 FFY: 2016-2017 | | Work Statement for Year 3 FFY: 2017-2018 | |
|--|--|-------------------|--|-------------------|
| | Development Number/Name/General Description of Major Work Categories | Estimated Cost | Development Number/Name/General Description of Major Work Categories | Estimated Cost |
| See Annual Statement | Operations | \$ - | Operations | \$ - |
| | Resident/Staff Training | \$ - | Resident/Staff Training | \$ 25,000 |
| | IT Infrastructure | \$ - | IT Infrastructure | \$ 25,000 |
| | Central Office Cost-10% max. [inc. by \$7,151-\$62,611] | \$ 372,479 | Central Office Cost-10% max. [inc. by \$3,848-\$58,859] | \$ 356,343 |
| | Construction Management Inspection Services | \$ 198,536 | Construction Management Inspection Services | \$ 198,536 |
| | A/E Design Services-Scattered Sites | \$ 100,000 | A/E Design Services-Scattered Sites | \$ 100,000 |
| | A/E Design Serv./Professional Fees & Cost- PHA Wide | \$ 141,484 | A/E Design Serv./Professional Fees & Cost- PHA Wide | \$ 95,546 |
| | Hazardous Materials Consultant | \$ 25,000 | Hazardous Materials Consultant | \$ 25,000 |
| | New Green PNA Audit Services (added) | \$ 104,875 | New Green PNA Audit Services | \$ 85,000 |
| | Subtotal of Estimated Cost | \$ 942,374 | Subtotal of Estimated Cost | \$ 910,425 |

| Work Statement for Year 1 FFY: 2015 | Work Statement for Year 4 FFY: 2018-2019 | | Work Statement for Year 5 FFY: 2019-2020 | |
|--|--|-------------------|--|-------------------|
| | Development Number/Name/General Description of Major Work Categories | Estimated Cost | Development Number/Name/General Description of Major Work Categories | Estimated Cost |
| See Annual Statement | Operations | \$ - | Operations | \$ - |
| | Resident/Staff Training | \$ 25,000 | Resident/Staff Training | \$ 25,000 |
| | IT Infrastructure | \$ 25,000 | IT Infrastructure | \$ 25,000 |
| | Central Office Cost-10% max. [inc. by \$3,848-\$46,475] | \$ 343,959 | Central Office Cost-10% max. | \$ 335,447 |
| | Construction Management Inspection Services | \$ 198,536 | Construction Management Inspection Services | \$ 198,536 |
| | A/E Design Services-Scattered Sites | \$ 100,000 | A/E Design Services-Scattered Sites | \$ 100,000 |
| | A/E Design Serv./Professional Fees & Cost- PHA Wide | \$ 136,265 | A/E Design Serv./Professional Fees & Cost- PHA Wide | \$ 172,355 |
| | Hazardous Materials Consultant | \$ 25,000 | Hazardous Materials Consultant | \$ 25,000 |
| | Subtotal of Estimated Cost | \$ 853,760 | Subtotal of Estimated Cost | \$ 881,338 |



Capital Fund Program (CFP)

and/or

**Capital Fund Program Replacement Housing Factor Funds
(CFPRHF)**

FY 2016

Annual Statement/Performance and Evaluation Report
 Capital Fund Program. Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

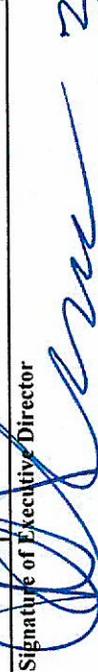
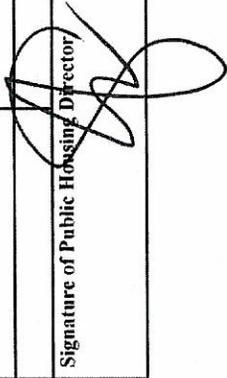
U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part 1: Summary | | Grant Type and Number | | FFY of Grant: |
|--|--|---|----------------------|-------------------------------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV01P018501-16 Replacement Housing Factor Fund No: Date of CFFP: | | FFY of Grant Approval 2016 |
| Type of Grant | | Revised Annual Statement (revision no:) | | |
| <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: | | <input type="checkbox"/> Final Performance and Evaluation Report | | |
| <input type="checkbox"/> Reserve for Disaster/Emergency | | | | |
| Line | Summary by Development Account | Total Estimated Cost | Obligated | Total Actual Cost |
| | | Original | Revised ² | Expended |
| 1 | Total non-CFP Funds | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | \$0.00 | \$0.00 |
| 3 | 1408 Management Improvements | \$60,000.00 | | \$0.00 |
| 4 | 1410 Administration (may not exceed 10% of line 21) | \$386,188.00 | \$0.00 | \$0.00 |
| 5 | 1411 Audit | | | |
| 6 | 1415 Liquidated Damages | | | |
| 7 | 1430 Fees and Costs | \$498,548.00 | \$0.00 | \$0.00 |
| 8 | 1440 Site Acquisition | | | |
| 9 | 1450 Site Improvement | \$2,192,146.00 | \$0.00 | \$0.00 |
| 10 | 1460 Dwelling Structures | \$444,244.00 | \$0.00 | \$0.00 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | \$25,000.00 | \$0.00 | \$0.00 |
| 12 | 1470 Nondwelling Structures | \$0.00 | \$0.00 | \$0.00 |
| 13 | 1475 Nondwelling Equipment | \$200,000.00 | \$0.00 | \$0.00 |
| 14 | 1485 Demolition | | | |
| 15 | 1492 Moving to Work Demonstration | | | |
| 16 | 1495.1 Relocation Costs | \$55,756.00 | \$0.00 | \$0.00 |
| 17 | 1499 Development Activities ⁴ | | | |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP for operations
⁴ RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part I: Summary | | Grant Type and Number | FFY of Grant: |
|--|--|---|-------------------------------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV01P018501-16 Replacement Housing Factor Fund No: Date of CFFP: | FFY of Grant Approval 2016 |
| Type of Grant | | Reserve for Disaster/Emergency | |
| <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: | | <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report | |
| Line | Summary by Development Account | Total Estimated Cost | Total Actual Cost |
| | | Original | Obligated |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | |
| 19a | 1503 - RAD Conversion | \$0.00 | \$0.00 |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$3,861,882.00 | \$0.00 |
| 21 | Amount of line 20 Related to LBP Activities | | |
| 22 | Amount of line 20 Related to Section 504 Activities | | |
| 23 | Amount of line 20 Related to Security - Soft Cost | | |
| 24 | Amount of line 20 Related to Security - Hard Cost | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | | |
| Signature of Executive Director | | Signature of Public Housing Director | Date |
|  | |  | APR 13 2016 |

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP for operations
 4 RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

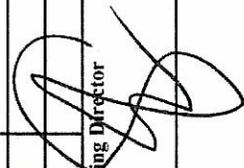
U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part II: Supporting Pages | | Grant Type and Number | | Federal FFY of Grant: | |
|---|----------------------------------|---|--|-----------------------------|--------|
| PHA Name: | | Capital Fund Program Grant No: NV01P018501-16 | | 2016 | |
| Southern Nevada Regional Housing Authority | | CFFP (Yes/No): | | | |
| Development Number Name/PHA-Wide Activities | | Replacement Housing Factor Grant No: | | Status of Work | |
| General Description of Major Work Categories | | Development Account No. | | Total Estimated Cost | |
| | | | | Original | |
| | | | | Revised ¹ | |
| | | | | Funds Obligated | |
| | | | | Funds Expended ² | |
| PHA Wide | Management Improvement | 1408 | | \$0.00 | \$0.00 |
| | IT System Upg. | | | \$0.00 | \$0.00 |
| | Resident/ Staff Training | | | \$0.00 | \$0.00 |
| | SUB-TOTAL | | | \$0.00 | \$0.00 |
| | Central Office Cost | 1410 | | \$386,188.00 | \$0.00 |
| | SUB-TOTAL | | | \$386,188.00 | \$0.00 |
| PHA Wide | Construction Admin Services | 1430 | | \$0.00 | \$0.00 |
| | Roofing Consultant | 1430 | | \$0.00 | \$0.00 |
| | A/E Design Services | 1430 | | \$275,012.00 | \$0.00 |
| | Hazardous Materials Consultant | 1430 | | \$25,000.00 | \$0.00 |
| | SUB-TOTAL | | | \$498,548.00 | \$0.00 |
| | Misc Site Work Repairs | 1450 | | \$0.00 | \$0.00 |
| | Playground & Safety Surface Upg. | 1450 | | \$0.00 | \$0.00 |
| | Desert Landscaping | 1450 | | \$0.00 | \$0.00 |
| | Parking Lots Upgrades | 1450 | | \$0.00 | \$0.00 |
| | SUB-TOTAL | | | \$0.00 | \$0.00 |
| Work intended to be performed through Force Account and Section 3 Residents | Misc. Interior/Exterior Repairs | 1460 | | \$0.00 | \$0.00 |
| | Vacancy Reduction | 1460 | | \$0.00 | \$0.00 |
| | Exterior Painting | 1460 | | \$0.00 | \$0.00 |
| | SUB-TOTAL | | | \$0.00 | \$0.00 |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement

Annual Statement/Performance and Evaluation Report
 Capital Fund Program. Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| | | | |
|--|---|---|--|
| Part 1: Summary | | FFY of Grant: FFY of Grant Approval 2016 | |
| PHA Name: Southern Nevada Regional Housing Authority | Grant Type and Number Capital Fund Grant No: NV01R018502-16 Replacement Housing Factor Fund No: Date of CFFP: | | |
| <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: | | <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report | |
| <input type="checkbox"/> Reserve for Disaster/Emergency <input type="checkbox"/> Summary by Development Account | | <input type="checkbox"/> Total Estimated Cost <input type="checkbox"/> Revised <input type="checkbox"/> Obligated | |
| Line | Summary by Development Account | Total Estimated Cost | Total Actual Cost¹ Expended |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | |
| 19a | 1503 - RAD Conversion | \$0.00 | \$0.00 |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$90,131.00 | \$0.00 |
| 21 | Amount of line 20 Related to LBP Activities | | |
| 22 | Amount of line 20 Related to Section 504 Activities | | |
| 23 | Amount of line 20 Related to Security - Soft Cost | | |
| 24 | Amount of line 20 Related to Security - Hard Cost | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | | |
| Signature of Executive Director | | Signature of Public Housing Director | Date |
|  | |  | APR 13 2016 |
| Date: 3/8/16 | | | |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP for operations
⁴ RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 6/30/2017

| Part III: Implementation Schedule | | | | | | Federal FFY of Grant: 2016 | |
|--|---|-------------------------------|---|--------------------------------|----------------------------------|----------------------------|--|
| PHA Name: Southern Nevada Regional Housing Authority | | | | | | | |
| Capital Fund Program No: NV01R018502-16 | | | | | | | |
| Development Number Name/PHA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | All Funds Expended (Quarter Ending Date) | | Reasons for Revised Target Dates | | |
| | Original Obligation End Date | Actual Obligation End Date | Original Expenditure End Date | Actual Expenditure End Date | | | |
| Mgmt Improvement | 04/12/18 | | 04/12/20 | | | | |
| Administration | 04/12/18 | | 04/12/20 | | | | |
| Fees & Cost | 04/12/18 | | 04/12/20 | | | | |
| Site Improvement | 04/12/18 | | 04/12/20 | | | | |
| Dwelling Structure | 04/12/18 | | 04/12/20 | | | | |
| Dwelling Equipment | 04/12/18 | | 04/12/20 | | | | |
| Relocation | 04/12/18 | | 04/12/20 | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended

Annual Statement/Performance and Evaluation Report
 Capital Fund Program. Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part 1: Summary | | Grant Type and Number | | FFY of Grant: | |
|---|--|---|-------------|-------------------------------|--------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV01R018502-16 Replacement Housing Factor Fund No: Date of CFFP: | | FFY of Grant Approval 2016 | |
| Type of Grant | | Revised Annual Statement (revision no:) | | | |
| <input type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Final Performance and Evaluation Report | | | |
| <input type="checkbox"/> Performance and Evaluation Report for Period Ending: | | <input type="checkbox"/> Revised Annual Statement (revision no:) | | | |
| Summary by Development Account | | Total Estimated Cost | | Total Actual Cost | |
| Line | Original | Revised ² | Obligated | Expended | |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | \$0.00 | \$0.00 | \$0.00 |
| 3 | 1408 Management Improvements | | \$0.00 | \$0.00 | \$0.00 |
| 4 | 1410 Administration (may not exceed 10% of line 21) | | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | | \$0.00 | \$0.00 | \$0.00 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | \$0.00 | \$0.00 | \$0.00 |
| 10 | 1460 Dwelling Structures | | \$0.00 | \$0.00 | \$0.00 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | \$0.00 | \$0.00 | \$0.00 |
| 12 | 1470 Nondwelling Structures | | \$0.00 | \$0.00 | \$0.00 |
| 13 | 1475 Nondwelling Equipment | | \$0.00 | \$0.00 | \$0.00 |
| 14 | 1485 Demolition | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | |
| 16 | 1495.1 Relocation Costs | | \$0.00 | \$0.00 | \$0.00 |
| 17 | 1499 Development Activities ⁴ | | \$90,131.00 | \$0.00 | \$0.00 |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP for operations
⁴ RHF funds shall be included here



Capital Fund Program (CFP)

and/or

Capital Fund Program Replacement Housing Factor Funds

(CFPRHF)

FY 2015

| Part 1: Summary | | Grant Type and Number | | FFY of Grant: FFY of Grant Approval | |
|--|--|---|----------------------|--|--|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV39P018501-15 Replacement Housing Factor Fund No: Date of CFFP: | | 2015 | |
| Type of Grant | | <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | | |
| | | <input type="checkbox"/> Reserve for Disaster/Emergency <input type="checkbox"/> Revised Annual Statement (revision no: 02) <input type="checkbox"/> Final Performance and Evaluation Report | | | |
| Line | Summary by Development Account | Original | Revised ² | Obligated | Total Actual Cost ¹ Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | | | |
| 3 | 1408 Management Improvements | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4 | 1410 Administration (may not exceed 10% of line 21) | \$339,713.30 | \$339,713.30 | \$169,854.00 | \$169,854.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$294,776.00 | \$294,776.00 | \$0.00 | \$0.00 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$430,000.00 | \$181,284.36 | \$0.00 | \$0.00 |
| 10 | 1460 Dwelling Structures | \$2,108,665.70 | \$2,208,665.70 | \$0.00 | \$0.00 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | \$150,000.00 | \$150,000.00 | \$0.00 | \$0.00 |
| 12 | 1470 Nondwelling Structures | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 13 | 1475 Nondwelling Equipment | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 14 | 1485 Demolition | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | |
| 16 | 1495.1 Relocation Costs | \$73,978.00 | \$73,978.00 | \$0.00 | \$0.00 |
| 17 | 1499 Development Activities ⁴ | | | | |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP for operations
⁴ RHF funds shall be included here

| Part II: Supporting Pages | | Grant Type and Number | | Federal FFY of Grant: | | | | |
|--|---|--|----------|------------------------------|----------------------|---------------------|--------------------------------|----------------|
| PHA Name: | | Capital Fund Program Grant No: NV39P018501-15 | | 2015 | | | | |
| Southern Nevada Regional Housing Authority | | CFPP (Yes/No): Replacement Housing Factor Grant No: | | | | | | |
| Development Number Name/PHA-Wide Activities | General Description of Major Work Categories | Development Account No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised ¹ | Funds Obligated | Funds Expended ² | |
| PHA Wide | Management Improvement IT System Upg. | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Resident/ Staff Training | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | SUB-TOTAL | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Central Office Cost | 1410 | | \$339,713.30 | \$339,713.30 | \$169,854.00 | \$169,854.00 | |
| | SUB-TOTAL | | | \$339,713.30 | \$339,713.30 | \$169,854.00 | \$169,854.00 | |
| PHA Wide | Construction Admin Services | 1430 | | \$189,043.00 | \$149,043.00 | \$149,043.00 | \$0.00 | reduced |
| | Roofing Consultant | 1430 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | A/E Design Services | 1430 | | \$50,733.00 | \$95,733.00 | \$95,733.00 | \$0.00 | increased |
| | Hazardous Materials Consultant | 1430 | | \$55,000.00 | \$50,000.00 | \$50,000.00 | \$0.00 | decreased |
| | SUB-TOTAL | | | \$294,776.00 | \$294,776.00 | \$294,776.00 | \$0.00 | |
| | Misc Site Work Repairs | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Playground & Safety Surface Upg. | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Desert Landscaping | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Parking Lots Upgrades | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | SUB-TOTAL | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Work intended to be performed through Force Account and Section 3 Residents | Misc. Interior/Exterior Repairs | 1460 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Vacancy Reduction | 1460 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Exterior Painting | 1460 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | SUB-TOTAL | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement

Performance and Evaluation Report as of 03/31/2016
 form HUD-50075.1 (7/2014)

Page3 of 5

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part 1: Summary | | Grant Type and Number | | FFY of Grant: | |
|---|--|---|----------------------|--------------------------------|----------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV39R018501-15 Replacement Housing Factor Fund No: Date of CFFP: | | FFY of Grant Approval 2015 | |
| Type of Grant | | Revised Annual Statement (revision no: 01) | | | |
| <input type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Final Performance and Evaluation Report | | | |
| <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | <input type="checkbox"/> Reserve for Disaster/Emergency | | | |
| Summary by Development Account | | Total Estimated Cost | | Total Actual Cost ¹ | |
| Line | | Original | Revised ² | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | | | |
| 3 | 1408 Management Improvements | | \$0.00 | \$0.00 | \$0.00 |
| 4 | 1410 Administration (may not exceed 10% of line 21) | | \$0.00 | \$0.00 | \$0.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | | \$0.00 | \$0.00 | \$0.00 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | \$0.00 | \$0.00 | \$0.00 |
| 10 | 1460 Dwelling Structures | | \$0.00 | \$0.00 | \$0.00 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | \$0.00 | \$0.00 | \$0.00 |
| 12 | 1470 Nondwelling Structures | | \$0.00 | \$0.00 | \$0.00 |
| 13 | 1475 Nondwelling Equipment | | \$0.00 | \$0.00 | \$0.00 |
| 14 | 1485 Demolition | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | |
| 16 | 1495.1 Relocation Costs | | \$0.00 | \$0.00 | \$0.00 |
| 17 | 1499 Development Activities ⁴ | | \$336,496.00 | \$336,496.00 | \$0.00 |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP for operations
⁴ RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part 1: Summary | | Grant Type and Number | | FFY of Grant: | | |
|---|--|---|----------------------|-------------------------------|--------------------------------|----------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV39R018501-15 Replacement Housing Factor Fund No: Date of CFFP: | | FFY of Grant Approval 2015 | | |
| Type of Grant | | Revised Annual Statement (revision no: 01) | | | | |
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | <input type="checkbox"/> Reserve for Disaster/Emergency <input type="checkbox"/> Final Performance and Evaluation Report | | | | |
| Line | Summary by Development Account | Total Estimated Cost | Revised ² | Obligated | Total Actual Cost ³ | Expended |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | | | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | | | | |
| 19a | 1503 - RAD Conversion | \$0.00 | | \$0.00 | \$0.00 | \$0.00 |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$336,496.00 | | \$336,496.00 | \$0.00 | \$0.00 |
| 21 | Amount of line 20 Related to LBP Activities | | | | | |
| 22 | Amount of line 20 Related to Section 504 Activities | | | | | |
| 23 | Amount of line 20 Related to Security - Soft Cost | | | | | |
| 24 | Amount of line 20 Related to Security - Hard Cost | | | | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | | | | | |
| Signature of Executive Director | | Signature of Public Housing Director | | Date | | |
| | | | | 4/22/16 | | |

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP for operations
 4 RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program. Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part I: Summary | | Grant Type and Number | | FFY of Grant: |
|---|--|---|--------------|--------------------------------------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV39R018502-15 Replacement Housing Factor Fund No: Date of CFFP: | | FFY of Grant Approval 2015 |
| Type of Grant | | Revised Annual Statement (revision no: 01) | | |
| <input type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Final Performance and Evaluation Report | | |
| <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | <input type="checkbox"/> Reserve for Disaster/Emergency | | |
| Line | Summary by Development Account | Total Estimated Cost | Obligated | Total Actual Cost |
| | | Revised ² | | Expended |
| 1 | Total non-CFP Funds | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | | |
| 3 | 1408 Management Improvements | \$0.00 | \$0.00 | \$0.00 |
| 4 | 1410 Administration (may not exceed 10% of line 21) | \$0.00 | \$0.00 | \$0.00 |
| 5 | 1411 Audit | | | |
| 6 | 1415 Liquidated Damages | | | |
| 7 | 1430 Fees and Costs | \$0.00 | \$0.00 | \$0.00 |
| 8 | 1440 Site Acquisition | | | |
| 9 | 1450 Site Improvement | \$0.00 | \$0.00 | \$0.00 |
| 10 | 1460 Dwelling Structures | \$0.00 | \$0.00 | \$0.00 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | \$0.00 | \$0.00 | \$0.00 |
| 12 | 1470 Nondwelling Structures | \$0.00 | \$0.00 | \$0.00 |
| 13 | 1475 Nondwelling Equipment | \$0.00 | \$0.00 | \$0.00 |
| 14 | 1485 Demolition | | | |
| 15 | 1492 Moving to Work Demonstration | | | |
| 16 | 1495.1 Relocation Costs | \$0.00 | \$0.00 | \$0.00 |
| 17 | 1499 Development Activities ⁴ | \$173,119.00 | \$173,119.00 | \$0.00 |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP for operations
⁴ RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part 1: Summary | | Grant Type and Number | | FFY of Grant: |
|--|--|---|----------------------|--------------------------------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV39R018502-15 Replacement Housing Factor Fund No: Date of CFFP: | | FFY of Grant Approval 2015 |
| Type of Grant | | | | |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disaster/Emergency <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 <input type="checkbox"/> Revised Annual Statement (revision no: 01) <input type="checkbox"/> Summary by Development Account <input type="checkbox"/> Final Performance and Evaluation Report | | | | |
| Line | Summary by Development Account | Total Estimated Cost | Obligated | Total Actual Cost ¹ |
| | | Original | Revised ² | Expended |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | | |
| 19a | 1503 - RAD Conversion | \$0.00 | \$0.00 | \$0.00 |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$173,119.00 | \$173,119.00 | \$0.00 |
| 21 | Amount of line 20 Related to LBP Activities | | | |
| 22 | Amount of line 20 Related to Section 504 Activities | | | |
| 23 | Amount of line 20 Related to Security - Soft Cost | | | |
| 24 | Amount of line 20 Related to Security - Hard Cost | | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | | | |
| Signature of Executive Director | | Signature of Public Housing Director | | Date |
| | | | | 4/27/16 |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CPP for operations
⁴ RHF funds shall be included here



Capital Fund Program (CFP)

and/or

**Capital Fund Program Replacement Housing Factor Funds
(CFPRHF)**

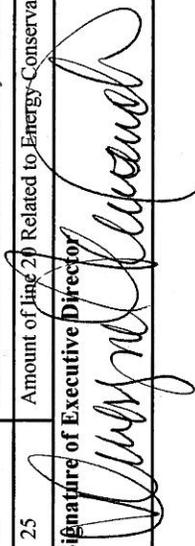
FY 2014

| Part I: Summary | | Grant Type and Number | | FFY of Grant: | |
|--|--|---|----------------------|--|--------------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV39P018501-14 Replacement Housing Factor Fund No: Date of CFFP: | | FFY of Grant Approval 2014 | |
| Type of Grant | | Reserve for Disaster/Emergency | | Revised Annual Statement (revision no: 06) | |
| <input type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> 3/31/2016 | | <input type="checkbox"/> Final Performance and Evaluation Report | |
| <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: | | Summary by Development Account | | Total Estimated Cost | |
| Line | | Original | Revised ¹ | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | | | |
| 3 | 1408 Management Improvements | \$30,280.60 | | \$29,881.28 | \$25,841.28 |
| 4 | 1410 Administration (may not exceed 10% of line 21) | \$349,798.90 | | \$349,798.90 | \$349,798.90 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$775,751.38 | | \$711,685.95 | \$340,545.34 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$1,022,895.01 | | \$1,014,061.01 | \$46,777.01 |
| 10 | 1460 Dwelling Structures | \$543,643.11 | | \$535,789.72 | \$526,318.11 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | |
| 16 | 1495.1 Relocation Costs | \$100,000.00 | | \$75,540.26 | \$74,064.26 |
| 17 | 1499-1504 RAD Pre-Development Activities | \$529,808.00 | | \$529,808.00 | \$0.00 |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP for operations
⁴ RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program. Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 6/30/2017

| Part 1: Summary | | Grant Type and Number | | FFY of Grant: |
|--|--|---|----------------|--------------------------------------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: NV39P018501-14 Replacement Housing Factor Fund No: Date of CFFP: | | FFY of Grant Approval 2014 |
| Type of Grant | | Reserve for Disaster/Emergency | | |
| <input type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Revised Annual Statement (revision no: 06) | | |
| <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2016 | | <input type="checkbox"/> Final Performance and Evaluation Report | | |
| Line | Summary by Development Account | Total Estimated Cost | Revised | Total Actual Cost |
| | | Original | Obligated | Expended |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | | |
| 19a | 1503 - RAD Conversion | \$145,812.00 | \$145,812.00 | \$145,812.00 |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$3,497,989.00 | \$3,497,989.00 | \$1,509,156.90 |
| 21 | Amount of line 20 Related to LBP Activities | | | |
| 22 | Amount of line 20 Related to Section 504 Activities | | | |
| 23 | Amount of line 20 Related to Security - Soft Cost | | | |
| 24 | Amount of line 20 Related to Security - Hard Cost | | | |
| 25 | Amount of line 20 Related to Energy-Conservation Measures | | | |
| Signature of Executive Director | | Signature of Public Housing Director | | Date |
|  | | | | 4/4/16 |

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFF for operations
 4 RHF funds shall be included here

| Development Number Name/PHA-Wide Activities | General Description of Major Work Categories | Development Account No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
|--|---|----------------------------|----------|-----------------------|-----------------------|-----------------------|--------------------------------|----------------|
| | | | | Original | Revised ¹ | Funds Obligated | Funds Expended ² | |
| PHA Wide | Management Improvement | 1408 | | | | | | |
| | IT System Upg. | | | \$26,240.60 | \$26,240.60 | \$25,841.28 | \$25,841.28 | |
| | Resident/ Staff Training | | | \$4,040.00 | \$4,040.00 | \$4,040.00 | \$0.00 | |
| | SUB-TOTAL | | | \$30,280.60 | \$30,280.60 | \$29,881.28 | \$25,841.28 | |
| | Central Office Cost | 1410 | | \$349,798.90 | \$349,798.90 | \$349,798.90 | \$349,798.90 | |
| | SUB-TOTAL | | | \$349,798.90 | \$349,798.90 | \$349,798.90 | \$349,798.90 | |
| PHA Wide | Construction Admin Services | 1430 | | \$190,979.05 | \$190,979.05 | \$126,913.62 | \$126,913.62 | |
| | Roofing Consultant | 1430 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | A/E Design Services | 1430 | | \$301,329.51 | \$301,329.51 | \$301,329.51 | \$134,774.55 | |
| | Hazardous Materials Consultant | 1430 | | \$47,179.50 | \$47,179.50 | \$47,179.50 | \$30,246.75 | |
| | SUB-TOTAL | | | \$539,488.06 | \$539,488.06 | \$475,422.63 | \$291,934.92 | |
| | Misc Site Work Repairs | 1450 | | \$57,895.01 | \$57,895.01 | \$49,061.01 | \$46,777.01 | |
| | Playground & Safety Surface Upg. | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Desert Landscaping | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Marble Manor Water-lines Upgrades | 1450 | | \$965,000.00 | \$965,000.00 | \$965,000.00 | \$0.00 | |
| | Parking Lots Upgrades | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | SUB-TOTAL | | | \$1,022,895.01 | \$1,022,895.01 | \$1,014,061.01 | \$46,777.01 | |
| Work intended to be performed through Force Account and Section 3 Residents | Misc. Interior/Exterior Repairs | 1460 | | \$57,853.39 | \$57,853.39 | \$50,000.00 | \$40,528.39 | |
| | Vacancy Reduction | 1460 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Exterior Painting | 1460 | | \$143,990.00 | \$143,990.00 | \$143,990.00 | \$143,990.00 | |
| | SUB-TOTAL | | | \$201,843.39 | \$201,843.39 | \$193,990.00 | \$184,518.39 | |

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 Performance & Evaluation Report as of 03/31/2016
 form HUD-50075.1 (7/2014)
 Page 3 of 5

| Part II: Supporting Pages | | Grant Type and Number | | | Federal FFY of Grant: | |
|--|---|--|-----------------|-----------------------------|------------------------------|-----------------------|
| PHA Name: | | Capital Fund Program Grant No: NV39P018501-14 | | | 2014 | |
| Southern Nevada Regional Housing Authority | | CFPP (Yes/No): | | | | |
| Replacement Housing Factor Grant No: | | | | | | |
| Development Number Name/PHA-Wide Activities | General Description of Major Work Categories | Development Account No. | Quantity | Total Estimated Cost | Total Actual Cost | Status of Work |
| PHA Wide | Dwelling Equip.-Energy Star Appliances. | 1465 | | \$0.00 | \$0.00 | |
| | SUB-TOTAL | | | \$0.00 | \$0.00 | |
| | Non-Dwelling Units Upgrades | 1470 | | \$0.00 | \$0.00 | |
| | SUB-TOTAL | | | \$0.00 | \$0.00 | |
| | Non-Dwelling Equipment | 1475 | | \$0.00 | \$0.00 | |
| | SUB-TOTAL | | | \$0.00 | \$0.00 | |
| Vera A | A/E Design Services | 1430 | | \$236,263.32 | \$236,263.32 | \$48,610.42 |
| AMP 313 | Site Upgs.CompMod (portion of) | 1450 | | \$0.00 | \$0.00 | \$0.00 |
| | Units Upg CompMod (portion of) | 1460 | | \$198,878.00 | \$198,878.00 | \$198,878.00 |
| | SUB-TOTAL | | | \$435,141.32 | \$435,141.32 | \$247,488.42 |
| Vera B | Pre-Dev.Cost, i.e. A/E/Consult Svcs | 1430 | | \$0.00 | \$0.00 | \$0.00 |
| AMP 314 (RAD) | Units Upg CompMod (portion of) | 1460 | | \$142,921.72 | \$142,921.72 | \$142,921.72 |
| | Relocation | 1495 | | \$100,000.00 | \$75,540.26 | \$74,064.26 |
| | SUB-TOTAL | | | \$242,921.72 | \$218,461.98 | \$216,985.98 |
| Bigger Estates | Pre-Dev.Cost, i.e. A/E/Consult Svcs | 1430-1504 | | \$529,808.00 | \$529,808.00 | \$0.00 |
| AMP 406 (RAD) | Units Upg CompMod (portion of) RAD | 1450 | | \$0.00 | \$0.00 | \$0.00 |
| | Units Upg CompMod (portion of) | 1460 | | \$0.00 | \$0.00 | \$0.00 |
| | SUB-TOTAL | | | \$529,808.00 | \$529,808.00 | \$0.00 |
| RAD | Landsman Gardens | 1503 | | \$145,812.00 | \$145,812.00 | \$145,812.00 |
| Conversion | PIC Dev. No: NV018013003 | | | \$145,812.00 | \$145,812.00 | \$145,812.00 |
| | TOTAL | | | \$3,497,989.00 | \$3,392,377.12 | \$1,509,156.90 |

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement

Performance & Evaluation Report as of 03/31/2016
 form HUD-50075.1 (7/2014)

Page 4 of 5

| Part 1: Summary | | Grant Type and Number | | FFY of Grant: | |
|---|--|--|--------------|---|-------------------|
| PHA Name: Southern Nevada Regional Housing Authority | | Capital Fund Grant No: Date of CFFP: | | Replacement Housing Factor Fund No: NV39R018501-14 | |
| Type of Grant | | Reserve for Disaster/Emergency | | Revised Annual Statement (revision no: 02) | |
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | <input type="checkbox"/> Revised Annual Statement (revision no: 02) <input type="checkbox"/> Final Performance and Evaluation Report | | FFY of Grant Approval | |
| Line | Summary by Development Account | Total Estimated Cost | Revised 2 | Obligated | Total Actual Cost |
| | | Original | | | Expended |
| | | | | | Balance |
| 1 | Total non-CFF Funds | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) 3 | | | | |
| 3 | 1408 Management Improvements | | | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | | | |
| 10 | 1460 Dwelling Structures | | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | |
| 16 | 1495.1 Relocation Costs | | | | |
| 17 | 1499 Development Activities 4 | | | | |
| 18a | 1501 Collateralization of Debt Service paid by the PHA | \$410,238.00 | \$410,238.00 | \$0.00 | \$0.00 |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | | | |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$410,238.00 | \$410,238.00 | \$0.00#### | \$0.00 |
| 21 | Amount of line 20 Related to LBP Activities | | | | |
| 22 | Amount of line 20 Related to Section 504 Activities | | | | |
| 23 | Amount of line 20 Related to Security - Soft Cost | | | | |
| 24 | Amount of line 20 Related to Security - Hard Cost | | | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | | | | |

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFF for operations
 4 RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

| | | | | | |
|--|--|--|--|--|--|
| Part 1: Summary | | FFY of Grant: | | 2014 | |
| PHA Name: Southern Nevada Regional Housing Authority | | Grant Type and Number Capital Fund Grant No: Date of CFPP: | | Replacement Housing Factor Fund No: NV39R018501-14 | |
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | <input type="checkbox"/> Reserve for Disaster/Emergency Date of CFPP: | | <input type="checkbox"/> Revised Annual Statement (revision no: 02) <input type="checkbox"/> Final Performance and Evaluation Report | |
| Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | Total Estimated Cost | | Total Actual Cost | |
| Summary by Development Account | | Revised 2 | | Expended | |
| Signature of Executive Director  | | Original Date 4/22/10 | | Obligated Signature of Public Housing Director | |
| | | | | Balance | |
| | | | | Date | |

Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Southern Nevada Regional Housing Authority** Grant Type and Number: **Capital Fund Grant No: NV39R018502-14** FFY of Grant: **2014**

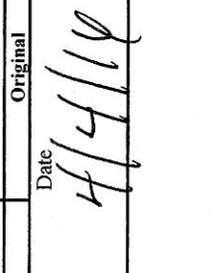
Date of CFFP: Replacement Housing Factor Fund No: FFY of Grant Approval:

| Type of Grant | | Reserve for Disaster/Emergency | | Revised Annual Statement (revision no: 02) | | Final Performance and Evaluation Report | |
|---|--|---|--------------|--|----------------------------|--|--|
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | <input type="checkbox"/> Reserve for Disaster/Emergency <input type="checkbox"/> Final Performance and Evaluation Report | | <input type="checkbox"/> Revised Annual Statement (revision no: 02) <input type="checkbox"/> Final Performance and Evaluation Report | | <input type="checkbox"/> Revised Annual Statement (revision no: 02) <input type="checkbox"/> Final Performance and Evaluation Report | |
| Line | Summary by Development Account | Total Estimated Cost | Revised 2 | Obligated | Total Actual Cost Expended | Balance | |
| 1 | Total non-CFF Funds | | | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) 3 | | | | | | |
| 3 | 1408 Management Improvements | | | | | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | | | | | | |
| 5 | 1411 Audit | | | | | | |
| 6 | 1415 Liquidated Damages | | | | | | |
| 7 | 1430 Fees and Costs | | | | | | |
| 8 | 1440 Site Acquisition | | | | | | |
| 9 | 1450 Site Improvement | | | | | | |
| 10 | 1460 Dwelling Structures | | | | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | | | |
| 12 | 1470 Nondwelling Structures | | | | | | |
| 13 | 1475 Nondwelling Equipment | | | | | | |
| 14 | 1485 Demolition | | | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | | | |
| 16 | 1495.1 Relocation Costs | | | | | | |
| 17 | 1499 1504 RAD Pre-Development Activities | | | | | | |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | | | | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | | | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | | | | | |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$170,192.00 | \$170,192.00 | \$170,192.00 | \$0.00 | \$0.00 | |
| 21 | Amount of line 20 Related to LBP Activities | | | | | | |
| 22 | Amount of line 20 Related to Section 504 Activities | | | | | | |
| 23 | Amount of line 20 Related to Security - Soft Cost | | | | | | |
| 24 | Amount of line 20 Related to Security - Hard Cost | | | | | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | | | | | | |

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFFP for operations
 4 RHF funds shall be included here

Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

| | | | |
|--|--|--|--|
| Part 1: Summary | | FFY of Grant: 2014 | |
| PHA Name: Southern Nevada Regional Housing Authority | | Replacement Housing Factor Fund No: NV39R018502-14 | |
| Grant Type and Number Capital Fund Grant No: Date of CFPP: | | FFY of Grant Approval | |
| Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2016 | | <input type="checkbox"/> Revised Annual Statement (revision no: 02) <input type="checkbox"/> Final Performance and Evaluation Report | |
| Reserve for Disaster/Emergency <input type="checkbox"/> | | Total Estimated Cost | |
| Summary by Development Account | | Revised 2 | |
| Signature of Executive Director  | | Total Actual Cost Expended | |
| Date 4/4/14 | | Balance | |
| Signature of Public Housing Director  | | Date | |



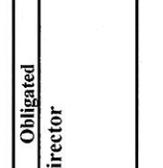
Capital Fund Program (CFP)

FY 2013

| | |
|--|------------------------------|
| Part 1: Summary | |
| PHA Name: Southern Nevada Regional Housing Authority | FFY of Grant: 2013 |
| Grant Type and Number Capital Fund Grant No: NV39P018501-13 Replacement Housing Factor Fund No: Date of CFFP: | FFY of Grant Approval |

| Line | Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/16 | Summary by Development Account | | | Total Estimated Cost | | Total Actual Cost | | Balance |
|------|--|--------------------------------|----------------|----------------|----------------------|--------------|-------------------|--|---------|
| | | Original | Revised | Obligated | Expended | Balance | | | |
| 1 | Total non-CFF Funds | | | | | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | | | | | | | |
| 3 | 1408 Management Improvements | \$110,000.00 | \$110,000.00 | \$100,548.31 | \$100,548.31 | \$9,451.69 | | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | \$366,634.70 | \$366,634.70 | \$366,634.70 | \$366,634.70 | \$0.00 | | | |
| 5 | 1411 Audit | | | | | | | | |
| 6 | 1415 Liquidated Damages | | | | | | | | |
| 7 | 1430 Fees and Costs | \$532,399.41 | \$532,399.41 | \$220,549.38 | \$219,908.88 | \$62,490.53 | | | |
| 8 | 1440 Site Acquisition | | | | | | | | |
| 9 | 1450 Site Improvement | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$99,971.56 | \$28.44 | | | |
| 10 | 1460 Dwelling Structures | \$2,407,312.89 | \$2,407,312.89 | \$2,348,766.91 | \$2,350,766.91 | \$56,545.98 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | \$150,000.00 | \$150,000.00 | \$145,761.00 | \$145,761.00 | \$4,239.00 | | | |
| 12 | 1470 Nondwelling Structures | | | | | | | | |
| 13 | 1475 Nondwelling Equipment | | | | | | | | |
| 14 | 1485 Demolition | | | | | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | | | | | |
| 16 | 1495.1 Relocation Costs | | | | | | | | |
| 17 | 1499 Development Activities ⁴ | | | | | | | | |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | | | | | | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | | | | | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | | | | | | | |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$3,666,347.00 | \$3,666,347.00 | \$3,282,260.30 | \$3,283,591.36 | \$132,755.64 | | | |
| 21 | Amount of line 20 Related to LBP Activities | | | | | | | | |
| 22 | Amount of line 20 Related to Section 504 Activities | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | |
| 23 | Amount of line 20 Related to Security - Soft Cost | | | | | | | | |
| 24 | Amount of line 20 Related to Security - Hard Cost | | | | | | | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | | | | | | | | |

1 To be completed for the Performance and Evaluation Report
2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
3 PHAs with under 250 units in management may use 100% of CFF for operations
4 RHF funds shall be included here

| | | | |
|--|--|--|--|
| Part 1: Summary | | FFY of Grant: 2013 | |
| PHA Name: Southern Nevada Regional Housing Authority | | Replacement Housing Factor Fund No: NV39P018501-13 | |
| Grant Type and Number Capital Fund Grant No: NV39P018501-13 | | FFY of Grant Approval | |
| Date of CFFP: | | | |
| Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/16 | | <input type="checkbox"/> Reserve for Disaster/Emergency <input type="checkbox"/> Revised Annual Statement (revision no: 3) <input type="checkbox"/> Final Performance and Evaluation Report | |
| Summary by Development Account | | Total Estimated Cost | |
| Signature of Executive Director | | Revised 2 | |
| Date | | Obligated | |
|  | | Signature of Public Housing Director | |
| Total Actual Cost | | Expended | |
| Balance | | Date | |

| Part II: Supporting Pages | | | | | | | | | | | |
|--|--|---|-------------|--------------------------------|-----------------|------------------------------|---------------------|--------------------------|-----------------------|----------------------|-----------------------|
| PHA Name: | | Grant Type and Number | | | | Federal FFY of Grant: | | | | | |
| Southern Nevada Regional Housing Authority | | Capital Fund Program Grant No: NV39P018501-13 CFFP (Yes/No): | | | | 2013 | | | | | |
| Development Number Name/PHA-Wide Activities | | General Description of Major Work Categories | | Development Account No. | Quantity | Total Estimated Cost | | Total Actual Cost | | | Status of Work |
| | | | | | | Original | Revised | Funds Obligated | Funds Expended | Funds Balance | |
| PHA Wide | | Management Improvement | IT Hardware | 1408 | | \$74,601.88 | \$74,601.88 | \$74,601.88 | \$74,601.88 | \$0.00 | |
| | | Resident/ Staff Training | | | | \$35,398.12 | \$35,398.12 | \$25,946.43 | \$25,946.43 | \$9,451.69 | |
| | | SUB-TOTAL | | | | \$110,000.00 | \$110,000.00 | \$100,548.31 | \$100,548.31 | \$9,451.69 | |
| PHA Wide | | Central Office Cost | | 1410 | | \$366,634.70 | \$366,634.70 | \$366,634.70 | \$366,634.70 | \$0.00 | |
| | | SUB-TOTAL | | | | \$366,634.70 | \$366,634.70 | \$366,634.70 | \$366,634.70 | \$0.00 | |
| PHA Wide | | Construction Admin Services | | 1430 | | \$65,000.00 | \$126,850.03 | \$65,000.00 | \$65,000.00 | \$61,850.03 | increased |
| | | Roofing Consultant | | 1430 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | A/E Design Services | | 1430 | | \$182,399.41 | \$120,549.38 | \$120,549.38 | \$120,549.38 | \$0.00 | reduced |
| | | Hazardous Materials Consultant | | 1430 | | \$35,000.00 | \$35,000.00 | \$35,000.00 | \$34,359.50 | \$640.50 | |
| | | SUB-TOTAL | | | | \$282,399.41 | \$282,399.41 | \$220,549.38 | \$219,908.88 | \$62,490.53 | |
| PHA Wide | | Misc Site Work Repairs | | 1450 | | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$99,971.56 | \$28.44 | |
| | | Playground & Safety Surface Upg. | | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | Desert Landscaping | | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | Parking Lots Upgrades | | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | SUB-TOTAL | | | | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$99,971.56 | \$28.44 | |
| PHA Wide | | Misc. Interior/Exterior Repairs | | 1460 | | \$218,000.00 | \$218,000.00 | \$161,454.02 | \$161,454.02 | \$56,545.98 | |
| | | Vacancy Reduction | | 1460 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | Exterior Painting | | 1460 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | SUB-TOTAL | | | | \$218,000.00 | \$218,000.00 | \$161,454.02 | \$161,454.02 | \$56,545.98 | |

1 To be completed for the Performance and Evaluation Report

2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement

| Part II: Supporting Pages | | | | | | | Federal FFY of Grant: | | | |
|--|--|---|--|--------------------------------|-----------------|-----------------------------|------------------------------|--------------------------|-----------------------|-----------------------|
| PHA Name: | | Grant Type and Number | | | | | 2013 | | | |
| Southern Nevada Regional Housing Authority | | Capital Fund Program Grant No: NV39P018501-13 CFFP (Yes/No): | | | | | | | | |
| Development Number Name/PHA-Wide Activities | | General Description of Major Work Categories | | Development Account No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| PHA Wide | | Dwelling Equip.-Energy Star Appliances | | 1465 | | \$150,000.00 | \$150,000.00 | \$145,761.00 | \$145,761.00 | \$4,239.00 |
| | | SUB-TOTAL | | | | \$150,000.00 | \$150,000.00 | \$145,761.00 | \$145,761.00 | \$4,239.00 |
| | | Non-Dwelling Units Upgrades | | 1470 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | SUB-TOTAL | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Non-Dwelling Equipment | | 1475 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | SUB-TOTAL | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Landsman Gardens | | CompMod - RAD Conversion | | 1460 | | \$989,990.30 | \$989,990.30 | \$989,990.30 | \$989,990.30 | \$0.00 |
| AMP 317 | | Relocation | | 1495.1 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | SUB-TOTAL | | | | \$989,990.30 | \$989,990.30 | \$989,990.30 | \$989,990.30 | \$0.00 |
| | | | | | | | | | | |
| Vera A | | Roof Replacement | | 1460 | | \$345,714.72 | \$345,714.72 | \$343,714.72 | \$345,714.72 | \$0.00 |
| AMP 313 | | HVAC Units Replacement | | 1460 | | \$436,244.59 | \$436,244.59 | \$436,244.59 | \$436,244.59 | \$0.00 |
| | | SUB-TOTAL | | | | \$781,959.31 | \$781,959.31 | \$779,959.31 | \$781,959.31 | \$0.00 |
| | | | | | | | | | | |
| Vera B | | Vera B - Pre-Dev/AE Fees | | 1430 | | \$250,000.00 | \$250,000.00 | \$250,000.00 | \$250,000.00 | \$0.00 |
| AMP 314 | | Roof Replacement-RAD or MixFin | | 1460 | | \$417,363.28 | \$417,363.28 | \$417,363.28 | \$417,363.28 | \$0.00 |
| | | SUB-TOTAL | | | | \$667,363.28 | \$667,363.28 | \$417,363.28 | \$417,363.28 | \$0.00 |
| | | | | | | | | | | |
| | | TOTAL | | | | \$3,666,347.00 | \$3,666,347.00 | \$3,282,260.30 | \$3,283,591.36 | \$132,755.64 |

It to be completed for the Performance and Evaluation Report

to be completed for the Performance and Evaluation Report or a Revised Annual Statement

Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
Expires 8/30/2011

Part III: Implementation Schedule

| PHA Name: Southern Nevada Regional Housing Authority Capital Fund Program No: NV39P018501-13 | | Federal FFY of Grant: 2013 | | | |
|---|---|-----------------------------------|---|--------------------------------|----------------------------------|
| Development Number Name/PHA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | All Funds Expended (Quarter Ending Date) | | Reasons for Revised Target Dates |
| | Original Obligation End Date | Actual Obligation End Date | Original Expenditure End Date | Actual Expenditure End Date | |
| Mgmt Improvement | 09/08/15 | | 09/08/17 | | |
| Administration | 09/08/15 | | 09/08/17 | | |
| Fees & Cost | 09/08/15 | | 09/08/17 | | |
| Site Improvement | 09/08/15 | | 09/08/17 | | |
| Dwelling Structure | 09/08/15 | | 09/08/17 | | |
| Dwelling Equipment | 09/08/15 | | 09/08/17 | | |
| Relocation | 09/08/15 | | 09/08/17 | | |
| | | | | | |
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| | | | | | |
| | | | | | |
| | | | | | |

Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended

TAB 22

Family Self Sufficiency

~~Family Self Sufficiency Action Plan~~ 2015

No Changes to this Section

DRAFT

TAB 23

PROCUREMENT POLICIES

A. There are no new changes to the Procurement Policy for FY2016.

B. Section 3 Policy. New Revised Policy in its entirety.

DRAFT

A

B

Southern Nevada Regional Housing Authority

Section 3 Policy





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INTRODUCTION

Section 3 is a provision of the Housing and Urban Development Act of 1968, which recognizes that HUD funds are typically one of the largest sources of federal funding expended in communities through the form of grants, loans, entitlement allocations and other forms of financial assistance. Section 3 is intended to ensure that when employment or contracting opportunities are generated because of a Section 3 covered project or activity, preference must be given to Section 3 Residents (see definition) or Section 3 business concerns (see definition).

This Section 3 Policy and the Forms included within intends to do the following:

- Sets forth the policy, goals, and preferences of the Southern Nevada Regional Housing Authority (herein referred to as “SNRHA” or the “HA” or the Housing Authority) in the administration of its Section 3 program, which is intended to ensure that employment and other economic opportunities generated by certain financial assistance provided by the U.S. Department of Housing and Urban Development (“HUD”) shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to low- and very low- income persons, and to business concerns which provide economic opportunities to low- and very low-income persons;
- Summarizes the standards and procedures to be followed to ensure that the objectives of Section 3 are met that are set out in 24 C.F.R Part 135;
- Provides the requirements for contractors, vendors or subcontractors to follow; and
- Contains the forms that contractors will require to demonstrate compliance.

For more information visit HUD’s website at:

<http://www.hud.gov/section3>

or visit SNRHA’s Vendor Center at:

<http://www.snrha.org/procurement.htm>



GENERAL POLICY STATEMENT

It is the policy of the Southern Nevada Regional Housing Authority (SNRHA) Las Vegas, NV to require its contractors to provide equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, veteran's or marital status, or economic status and to take affirmative action to ensure that both job applications and existing employees are given fair and equal treatment. SNRHA implements this policy through the awarding of contracts to contractors, vendors, and suppliers to create employment and business opportunities for the residents of the Housing Authority (HA) and other qualified low and very-low income persons residing in Clark County Nevada.

The Section 3 Policy shall result in a reasonable level of success in the recruitment, employment, and utilization of SNRHA residents and other eligible persons and businesses by the contractors working on contracts partially or wholly funded with the United States Department of Urban Development (HUD) monies. The HA shall examine and consider a contractor's or vendor's potential for success by providing employment and business opportunities to SNRHA residents prior to acting on any proposed contract award. This is accomplished through the **Contractor's Initial Response** form that is submitted with their bid/proposal.

SNRHA fully embraces its obligations under this program and is committed to creating opportunities that forge a path of self-sufficiency for our residents. SNRHA implements this policy through the awarding of contracts to contractors, vendors, and suppliers, to create employment and business opportunities for residents of the HA and other qualified low- and very low-income persons residing in Clark County, NV. The purpose of SNRHA's Section 3 Policy is to set clear expectations of our business partners to ensure compliance and more importantly, that the spirit of this program and this agency's philosophy are communicated and transparent to all those who work with SNRHA.



CONTRACTING POLICY

A. General Overview

This section outlines regulatory requirements and minimum standards of compliance this agency has set for recipients of Section 3 covered contracts through its contracting policy.

A Section 3 covered contract is a contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 covered assistance, or for work arising in connection with a Section 3 Covered Project. “Section 3 covered contracts” do not include contracts awarded under HUD’s procurement program, which are governed by the Federal Acquisition Regulation System (see 48 CFR, Chapter 1). Contracts which are solely awarded for the purchase of supplies and materials also are not subject to Section 3 requirements. However, whenever a contract for materials includes the installation of the materials (labor component), the contract establishes a Section 3 covered contract. For example, a contract for the purchase and installation of a furnace would be a Section 3 covered contract because the contract is for work (i.e., the installation of the furnace) and thus is covered by Section 3.

B. Applicable Section 3 Funding Sources

Section 3 applies to the following types of Public and Indian Housing assistance:

- Public Housing Operating subsidies
- Public Housing Capital Funds for Development and Modernization;
- Hope VI Revitalization Grants;
- Neighborhood Stabilization Program (NSP);
- Resident Opportunities and Self-Sufficiency (ROSS) Grants;
- Family Self-Sufficiency (FSS) Grants; and
- Economic Stimulus Funding

SNRHA will only incorporate Section 3 requirements for contracts with any source of funding listed above. In situations where multiple funding sources are utilized on a contract, Section 3 regulations in 24 C.F.R § 135.3 require that Section 3 be applied to the entire contract, notwithstanding the amount of covered assistance used.

Section 3 regulations in 24 C.F.R § 135.3 also stipulate that no thresholds apply to Section 3 covered public and Indian housing assistance, however, SNRHA will impose a minimum administrative threshold of \$25,000. Any contract or purchase order that meets or exceeds the administrative threshold will be monitored by the Section 3 Coordinator and evaluated for Section 3 compliance.



C. Numerical Goals for Contract Awards

The numerical goals set forth below apply to contracts awarded in connection with all Section 3 covered projects and Section 3 covered activities. SNRHA and each of its contractors and subcontractors must demonstrate compliance with Section 3 requirements in this part by committing to award contracts to Section 3 business concerns or to persons who contract with those firms.

SNRHA'S contracting goals require that Section 3 business concerns receive at least:

- a) 10% of the total dollar amount of all Section 3 covered contracts for building trades work for maintenance, repair, modernization or development of public housing, or for building trades work arising in connection with housing rehabilitation, housing construction and other public construction; and
- b) 3% of the total dollar amount of all other Section 3 covered contracts.

These numeric goals apply to the entire amount of Section 3 covered assistance awarded to SNRHA in any calendar year; January 1st to December 31st. SNRHA's goals apply to the total dollar amount of each contract, task order, or purchase order where HUD monies are utilized.

SNRHA or its contractors may contract directly with a Section 3 business concern or contract with contractors that subcontract to a Section 3 business concern, in either case, SNRHA's preference is to give priority to the business concerns that employ Section 3 Residents from the property in which the work is being performed (Category 1 Resident) whenever possible.

Efforts shall be directed to award contracts to Section 3 business concerns and to businesses with a successful history of complying with Section 3 requirements.

All recipients of contracts that have a Section 3 Clause in them will be required to attend a mandatory meeting with the Section 3 Coordinator prior to the start of the contract. This meeting will discuss Section 3 compliance requirements and will provide the contractor with a thorough understanding of its obligations to Section 3.

D. Obtaining Section 3 Business Concern Certification

Any business seeking Section 3 preference in the awarding of contracts or purchase agreements with SNRHA shall complete the **Certification for Business Concerns Seeking Section 3 Preference in Contracting and Demonstration of Capability Form**, which can be obtained from <http://www.snvrha.org/>, this policy, or the SNRHA Section 3 Coordinator. The business seeking Section 3 preference must be able to provide adequate documentation as evidence of eligibility for preference under the Section 3 Program.



This form, along with all supporting documentation, must be submitted to the Section 3 Coordinator for review at least 5 business days prior to the submission of bids or proposals. This time is needed for the individual review and processing of each request. If the request for Section 3 business concern preference is approved, the Section 3 Coordinator will award the contractor or vendor a certificate which will be valid for the entire calendar year in which the certification was awarded in. This certificate must be included in the initial bid/proposal package as well as all future bids/proposals submitted during the remainder of the calendar year in which Section 3 preference is being claimed.

SNRHA will accept the Section 3 Business Certificate produced collaboratively by the City of Las Vegas, City of Henderson, City of North Las Vegas and Clark County as proof of Section 3 status for a business claiming the procurement preference. This document must not be expired and must be presented in the bid/proposal package prior to deadline.

E. Preference in Awarding Contracts

Efforts shall be directed to award contracts to Section 3 business concerns in the following order of priority:

- a) Business concerns that are 51% or more owned by residents of the housing development or developments for which the Section 3 covered assistance is expended, or whose full-time, permanent workforce includes 30% of these persons as employees (category 1 businesses);
- b) Business concerns that are 51% or more owned by residents of other housing developments or developments managed by the HA that is expending the Section 3 covered assistance, or whose full-time, permanent workforce includes 30% of these persons as employees (category 2 businesses); or
- c) Business concerns that are 51% or more owned by Section 3 residents, or whose permanent, full-time workforce includes no less than 30% Section 3 residents (category 3 businesses), or that subcontract in excess of 25% of the total amount of subcontracts to business concerns identified in paragraphs (a) and (b) of this section.

F. Bidding Preference in Awarding Contracts

In accordance with 24 C.F.R § 135, SNRHA employs bidding preferences for responsive Section 3 business concerns for each competitive procurement method:

- a) *Small Purchase Price Based Solicitation*: Section 3 business concern shall receive award if quote is no more than 10% higher than the lowest responsive quotation.



- b) *Qualification Based Solicitation (QBS) and Request for Proposals (RFP)*: Section 3 business concern shall receive additional points during evaluation, between 15 and 25% of the total number of available points, as set forth in the solicitation.
- c) *Invitation for Bid Solicitation (IFB)*: Section 3 business concern shall receive award if that bid:

| Bid Amount | x = lesser of |
|--|---|
| When the lowest responsible bid is less than \$100,000 | 10% of that bid or \$9,000 |
| When the lowest responsible bid is: | |
| At least \$100,000, but less than \$200,000 | 9% of that bid or \$16,000 |
| At least \$200,000, but less than \$300,000 | 8% of that bid or \$21,000 |
| At least \$300,000, but less than \$400,000 | 7% of that bid or \$24,000 |
| At least \$400,000, but less than \$500,000 | 6% of that bid or \$25,000 |
| At least \$500,000, but less than \$1,000,000 | 5% of that bid or \$40,000 |
| At least \$1,000,000, but less than \$2,000,000 | 4% of that bid or \$60,000 |
| At least \$2,000,000, but less than \$4,000,000 | 3% of that bid or \$80,000 |
| At least \$4,000,000, but less than \$7,000,000 | 2% of that bid or \$105,000 |
| \$7,000,000 or more | 1.5% of the lowest responsive bid, with no dollar limit |



Examples of SNRHA Efforts to Award Contracts to Section 3 Business Concerns

In accordance with 24 C.F.R § 135, SNRHA will utilize the following methods to ensure that effort is made to award contracts to Section 3 business concerns:

1. Utilize procurement procedures that provide contracting preference for Section 3 business concerns for each applicable procurement method authorized in 24 C.F.R § 85.36(d).
2. Advertise contracting opportunities via newspaper, mailings, posting notices that provide general information about the work to be contracted and where to obtain additional information.
3. In determining the responsibility of potential contractors, SNRHA considers the bidder's record of Section 3 compliance as evidenced by past actions and their current plans for the pending contract.
4. Coordinate pre-bid meetings at which the Section 3 business concerns would be informed in detail of contract requirements and contracting opportunities.
5. Conduct workshops on SNRHA's contracting procedures to include bonding, insurance, and other pertinent requirements biannually in an effort to allow Section 3 business concerns the opportunity to take advantage of any upcoming contracting opportunities.
6. Where appropriate, SNRHA will consider breaking out contract work items into economically feasible units to facilitate participation by Section 3 business concerns.
7. Contact area Chambers of Commerce, business assistance agencies, Minority and Women's Business Enterprise (M/WBE) contractor associations and community organizations to inform them of contracting opportunities.
8. Maintain a list of eligible Section 3 business concerns that are certified by SNRHA; review and credential business concerns no less than annually.
9. Participation in opportunities of the Contracting with Resident Owned Businesses Program provided under 24 C.F.R § 963.
10. Utilize SNRHA's Section 3 Job Development Fund to develop resources, fund training and allowable business expenses to assist residents interested in starting their own businesses.



EMPLOYMENT & TRAINING GOALS

A. General Overview

This section outlines regulatory requirements and minimum standards of compliance this agency has set for recipients of Section 3 covered contracts and activities through its employment and training goals. This section is based on Tiers where direct hiring of Section 3 Residents is the most preferable option followed by other types of employment and training opportunities. ~~and as a last resort for compliance, making a contribution to the Section 3 Job Development Fund.~~

B. Tier I – Hiring Section 3 Residents (preferred method of participation)

It is the policy of the SNRHA to utilize Section 3 Residents and Section 3 business concerns in contracts that are partially or wholly funded with monies from the Department of Housing and Urban Development (HUD). SNRHA has established employment and training goals that contractors and subcontractors should meet in order to comply with Section 3 requirements.

The Section 3 regulations provide that contractors and subcontractors demonstrate compliance by employing Section 3 Residents as 30% of the aggregate number of new hires. New hires are defined as full-time employees hired for permanent, temporary, or seasonal employment. Building trades personnel are considered to be new hires at the start of each construction project.

A contractor is required to hire only when a new hire is needed to perform the work. If no new hires are needed, then ~~Tier II - Additional Section 3 Opportunities to Consider Other Economic Opportunities to comply with Section 3 should~~ be pursued. However, contractors should give serious consideration to hiring one or more Section 3 Residents to work on other than Section 3 covered projects in which they might have a need to hire for.

C. Priority of Hiring

The Section 3 Regulations, at 24 C.F.R Part 135, require that, in public housing programs compliance efforts shall be directed to provide training and employment opportunities to Section 3 Residents in the following order of priority:

1. Residents of the development or developments where the covered assistance is expended (category 1 residents).
2. Residents of other developments and programs managed by SNRHA (category 2 residents).
3. Participants in DOL's Youthbuild Program in Las Vegas, NV (category 3 residents).



4. Other section 3 residents to include all other low- and very low-income persons within Clark County, NV.

If a new hire is needed, the contractor will complete and submit **Form 3 - Intent to Hire** to the Section 3 Coordinator. Upon receipt of this form a number of applicable resumes will be returned to the contractor. In situations where a new hire is needed, a contractor will not be required to hire persons who are not qualified however, Section 3 Residents must be given a chance to, at a minimum, interview for the position.

When hiring, contractors are expected to track and provide detailed notes on their progress in filling a position. These notes must at a minimum track attempts to contact the resident, results of the contact and stages of hiring, including but not limited to application, interview, offer and employer due diligence. This tracking is required to be submitted when a contractor is requesting certification of their efforts to hire residents in an attempt to consider non-SNRHA Section 3 residents from Clark County. A contractor must obtain clearance that sufficient effort has been made in each priority before the Section 3 Coordinator will approve the contractor to consider candidates in subsequent categories or risk exclusion of those hires towards the Section 3 requirements.

It is the responsibility of the contractors, subcontractors and vendors to implement progressive efforts to attain Section 3 compliance. Any contract that does not meet the Section 3 numerical goals must demonstrate why meeting this goal was not feasible.

In the event that contractors and subcontractors fail to demonstrate compliance with Numerical Goals prior to contract completion, SNRHA will evaluate the value of the lost employment opportunity and require the contractor to meet compliance through a contribution to SNRHA's Section 3 Job Development Fund commensurate with the lost value determination (see F. below).

D. Tier II - Additional Section 3 Opportunities to Consider

If a contractor does not have a need to hire full-time employees, it may provide other opportunities with approval from the Section 3 Coordinator, such as:

1. Internships – the vendor may provide youth and/or adult internship or externship opportunities for SNRHA residents. The value of the internship or externship ~~should~~ **must** equal or exceed the threshold requirements established in ~~E. F.~~ below.
2. Part-Time Employment - vendors may provide part-time work for PHA residents. The hours of part-time work when converted to dollars ~~should~~ **must** equal or exceed the threshold requirements established in ~~E. F.~~ below.
3. Training – vendors may provide paid training opportunities for SNRHA residents (especially on-the-job training). Opportunities should fall under one or more of the following categories:



- (a) Employment skills – Applied training courses that result in certificate, such as forklift operation or truck driving training;
- (b) Licensing or Certifications – Sponsor cost of training and exams fees for resident employee;
- (c) Business development – Entrepreneurship and small business training course fees for resident employee.

The value of the training when converted to dollars ~~should~~ **must** equal or exceed the threshold requirements established in ~~E. F.~~ below.

~~E. Tier III – Section 3 Job Development Fund Contribution~~

~~Per 24 C.F.R § 135.40, and in accordance with the findings of Congress, as stated in Section 3, that other economic opportunities offer an effective means of empowering low income persons, a recipient is encouraged to undertake efforts to provide low income persons economic opportunities other than training, employment and contract awards, in connection with section 3 covered assistance. In order to provide these other economic opportunities to our Section 3 Residents, as a last resort, a contract may provide a contribution to a fund which is able to, in turn, provide these persons with resources other than training to gain a pathway towards self-sufficiency.~~

~~In order to help these low income persons, we allow this option only if the contractor cannot comply (or fully comply) with Section 3 requirements by Tier I – Hiring Section 3 Residents or Tier II – Providing other opportunities (see Additional Section 3 Opportunities to Consider above); then they may provide a contribution to this fund. which provides other training and job development opportunities to Section 3 Residents. These funds are used by SNRHA to generate economic opportunities for Section 3 Residents, as selected by SNRHA in its sole discretion.~~

~~SNRHA has established the following minimum contribution requirements if a contractor chooses to use this option: (also known as economic opportunities):~~

- ~~1. For trade, construction and rehabilitation work the “value” of the other economic opportunity must equal or exceed 5% of the total contract amount plus any modifications;~~
- ~~2. For other types of contracts, including service and professional service contracts, the “value” of the other economic opportunity must equal or exceed 3% of the total amount invoiced/paid at the end of the contract award period.~~

~~E.F. Suggested Vendor and Contractor Participation in the Section 3 Program Minimum Compliance Threshold Requirements for Employment and Training Goals~~



It is being suggested in the spirit of the Section 3 Program, and to allow our residents an opportunity for employment and training, that the vendors and contractors who do have a need to hire consider the following minimum thresholds: ~~Regardless of how a contractor or vendor complies with Section 3 Employment and Training Goals, the following overall economic opportunity thresholds at a minimum exist:~~

1. For trade, construction and rehabilitation work the ~~gross wages paid to the Section 3 Residents~~ **gross wages paid to the Section 3 Residents** ~~“value” of the other economic opportunity must~~ equal or exceed 5% of the total contract amount plus any modifications;
2. For other types of contracts, including service and professional service contracts ~~the gross wages paid to the Section 3 Residents~~ **the gross wages paid to the Section 3 Residents** ~~the “value” of the other economic opportunity must~~ equal or exceed 3% of the total amount invoiced/paid at the end of the contract award period.

~~**Please note that the values have been assigned at a reduced rate to take into account that many Section 3 covered contracts will have both labor and supplies included in the total amount. In the event that the labor portion of the contract may be less than 50% of the total value of the contract, and the contractor wishes to negotiate the value owed, they must disclose in their bid what the labor portion and then SNRHA will negotiate the value based on the disclosure. Professional Service contracts are 100% labor, and most maintenance related contracts are predominantly labor.**~~



Examples of SNRHA Efforts to Offer Training and Employment Opportunities to Section 3 Residents

In accordance with 24 C.F.R § 135, SNRHA will utilize the following methods to ensure that effort is made to offer training, employment and other economic opportunities to Section 3 residents:

1. Advertising training and employment opportunities by distributing flyers and posting opportunities where the work is to be performed, in common areas of the Housing Authority and through Resident Program staff.
2. When appropriate, sponsoring job fairs or job information meetings with Housing Authority and/or contractor representatives.
3. Meeting with Resident Councils to educate and enable these representatives to assist fellow residents in applying for Section 3 programs.
4. Maintain a Job Bank of qualified residents to refer to future HA and contractor opportunities.
5. Undertake informational and counseling sessions for residents to assist them in obtaining employment.
6. Employ section 3 residents directly on either a permanent or a temporary basis to perform work generated by section 3 assistance.
7. Incorporating specific hiring requirements into contracts funded with section 3 covered assistance.
8. Assigning staff to function as a job coordinator to assist in training and employment placement for Housing Authority and contractor positions.
9. Facilitate a Job Development Fund for qualified residents seeking financial assistance with pre- vocational work needs, training and business expenses.



PROGRAM MONITORING COMPLIANCE REQUIREMENTS

A. Program Progress Compliance and Monitoring

It is the desire of SNRHA to ~~encourage~~ ~~ensure that~~ its contractors and subcontractors to ~~can successfully achieve success~~ ~~meet their compliance requirements~~ with Section 3 in a timely fashion. The SNRHA requires contractors and vendors to implement progressive efforts to comply with Section 3. The Section 3 Coordinator will monitor and evaluate contractor compliance with established employment, training and resident hiring goals. Each contractor will be monitored based on their confirmed **Initial Response Form** which was submitted in the bid or proposal package and reiterated in the mandatory Section 3 Meeting prior to contract execution.

For contractors who intend to comply with Section 3 by direct hiring of Section 3 Residents, monthly FTE/Section 3 certified payroll reports that clearly identify the Section 3 hires, hours, and gross wages earned will be required.

Contractors ~~who must~~ comply with Section 3 ~~requirements~~ are ~~encouraged to do so~~ throughout the life of the contract. Periodic audits will be conducted by the Section 3 Coordinator, ~~contractors are encouraged to comply with the~~ and failure to comply with the monthly submittal of the FTE/Section 3 certified payroll reports ~~may result in the delay of payment.~~

Annual professional service and maintenance related contracts will be required to meet the compliance standards set forth in this section no less than annually, as evaluated on their contract anniversary date. Section 3 compliance for these types of contracts will be based on the amount the contract has been/been paid at the end of the contract period. Each contract period the contractor or vendor is awarded will begin a new period for Section 3 compliance. All non-construction contractors are required to submit employment data no less than quarterly to the Coordinator.

In the event a contractor has not met 50% of its Section 3 requirements after the second quarterly review, the Coordinator will evaluate their progress and determine whether or not the contractor is on track to comply. If it is determined that the contractor has failed to comply with their plan and cannot meet its requirements by the end of the contract period, the Coordinator will initiate non-compliance sanctions outlined in the following section.

Construction contracts are required to meet progressive compliance at 50% project completion and again at the end date, both of which are established by the initial contract period and/or subsequent change orders. At each point, data relevant to their compliance plan will be evaluated, including but not limited to: total # of new hires, Section 3 hires, wages paid, hours worked and employment issues. ~~If the contractor has failed to comply with their requirements at either point, the Coordinator will initiate non-compliance sanctions outlined in the following section.~~



~~B. Non-Compliance and Consequences~~

~~If a contractor is non-compliant during the contract, penalties will be enforced.~~

~~Sanctions include:~~

- ~~o **Cessation of payments.** Payments will cease on the covered contract until compliance is achieved.~~
- ~~o **Fine for non-compliance.** A fine equivalent to an additional 10% of the final obligation will be levied immediately when the Section 3 Contract file is forwarded to Procurement after a vendor fails to comply after the 4 weeks provided to achieve compliance through the email demand and formal notice. Contractor will be notified of the Fine and on-going non-compliance status by Procurement by US Mail to the Contract Contact. This letter will also identify the final deadline to avoid contract termination.~~
- ~~o **Ineligible to receive additional contracts.** The contractor will remain ineligible to receive future or additional contracts while non-compliant with any existing contract, or contract pending close out.~~
- ~~o **Contract termination.** Continued non-compliance for a total of sixty (60) days may result in contract termination, as determined by Procurement.~~

~~A contractor's record of compliance with Section 3 will affect future eligibility to receive awards from SNRHA.~~

~~Contractors will not be able to request final payment or close-out their contract with SNRHA without Section 3 compliance. It is the contractor's responsibility to request final compliance evaluation from the Section 3 Coordinator at contract close-out. Furthermore, those contractors who do achieve contract close-out while non-compliant will be fined per the sanctions outlined below above and unable to receive a SNRHA contract award for the period of one (1) year following contract close-out.~~

C. HUD Reporting

Contractors will be required to submit **Employment Summary Reports** at the end of each contract and at the end of each calendar year if their contract overlaps calendar years. Failure to comply with reporting requirements will be included in a contractor's record of compliance, and will affect future eligibility to receive awards from SNRHA.



DEFINITIONS

The applicable definitions for SNRHA's Section 3 program are the same as those set out in HUD's regulations at 24 C.F.R 135. Some of the more relevant terms utilized regularly in SNRHA's administration of the policy are:

Business concern means a business entity formed in accordance with State law, and which is licensed under State, county or municipal law to engage in the type of business activity for which it was formed.

Business concern that provides economic opportunities for low- and very low-income persons. See definition of "section 3 business concern" in this section.

Contract. See the definition of "section 3 covered contract" in this section.

Contractor means any entity which contracts to perform work generated by the expenditure of section 3 covered assistance, or for work in connection with a section 3 covered project.

Employment opportunities generated by section 3 covered assistance means all employment opportunities generated by the expenditure of section 3 covered public and Indian housing assistance (i.e., operating assistance, development assistance and modernization assistance, as described in §135.3(a)(1)). With respect to section 3 covered housing and community development assistance, this term means all employment opportunities arising in connection with section 3 covered projects (as described in §135.3(a)(2)), including management and administrative jobs connected with the section 3 covered project. Management and administrative jobs include architectural, engineering or related professional services required to prepare plans, drawings, specifications, or work write-ups; and jobs directly related to administrative support of these activities, e.g., construction manager, relocation specialist, payroll clerk, etc.

Housing authority (HA) means, collectively, public housing agency and Indian housing authority.

Housing and community development assistance means any financial assistance provided or otherwise made available through a HUD housing or community development program through any grant, loan, loan guarantee, cooperative agreement, or contract, and includes community development funds in the form of community development block grants, and loans guaranteed under section 108 of the Housing and Community Development Act of 1974, as amended. Housing and community development assistance does not include financial assistance provided through a contract of insurance or guaranty.

Housing development means low-income housing owned, developed, or operated by public housing agencies or Indian housing authorities in accordance with HUD's public and Indian housing program regulations codified in 24 CFR Chapter IX.

HUD Youthbuild programs mean programs that receive assistance under subtitle D of Title IV of the National Affordable Housing Act, as amended by the Housing and Community Development Act of 1992 (42 U.S.C. 12899), and provide disadvantaged youth with opportunities for employment, education, leadership development, and training in the construction or rehabilitation of housing for homeless individuals and members of low- and very low-income families.

Low-income person. See the definition of "section 3 resident" in this section.



New hires mean full-time employees for permanent, temporary or seasonal employment opportunities.

Other HUD programs means HUD programs, other than HUD public and Indian housing programs, that provide housing and community development assistance for “section 3 covered projects,” as defined in this section.

Public housing resident has the meaning given this term in 24 CFR part 963.

Recipient means any entity which receives section 3 covered assistance, directly from HUD or from another recipient and includes, but is not limited to, any State, unit of local government, PHA, IHA, Indian tribe, or other public body, public or private nonprofit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. Recipient also includes any successor, assignee or transferee of any such entity, but does not include any ultimate beneficiary under the HUD program to which section 3 applies and does not include contractors.

Section 3 means section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

Section 3 business concern means a business concern, as defined in this section—

- (1) That is 51 percent or more owned by section 3 residents; or
- (2) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or
- (3) That provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (1) or (2) in this definition of “section 3 business concern.”

Section 3 clause means the contract provisions set forth in §135.38.

Section 3 covered activity means any activity which is funded by section 3 covered assistance public and Indian housing assistance.

Section 3 covered assistance means: (1) Public and Indian housing development assistance provided pursuant to section 5 of the 1937 Act;
(2) Public and Indian housing operating assistance provided pursuant to section 9 of the 1937 Act;
(3) Public and Indian housing modernization assistance provided pursuant to section 14 of the 1937 Act;
(4) Assistance provided under any HUD housing or community development program that is expended for work arising in connection with:
(i) Housing rehabilitation (including reduction and abatement of lead-based paint hazards, but excluding routine maintenance, repair and replacement);
(ii) Housing construction; or
(iii) Other public construction project (which includes other buildings or improvements, regardless of ownership).

Section 3 covered contract means a contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of section 3 covered



assistance, or for work arising in connection with a section 3 covered project. “Section 3 covered contracts” do not include contracts awarded under HUD's procurement program, which are governed by the Federal Acquisition Regulation System (see 48 CFR, Chapter 1). “Section 3 covered contracts” also do not include contracts for the purchase of supplies and materials. However, whenever a contract for materials includes the installation of the materials, the contract constitutes a section 3 covered contract. For example, a contract for the purchase and installation of a furnace would be a section 3 covered contract because the contract is for work (i.e., the installation of the furnace) and thus is covered by section 3.

Section 3 covered project means the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

Section 3 joint venture. See §135.40. Section 3 resident means: (1) A public housing resident; or (2) An individual who resides in the metropolitan area or nonmetropolitan county in which the section 3 covered assistance is expended, and who is:

(i) *A low-income person*, as this term is defined in section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)). Section 3(b)(2) of the 1937 Act defines this term to mean families (including single persons) whose incomes do not exceed 80 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families; or

(ii) *A very low-income person*, as this term is defined in section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)). Section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)) defines this term to mean families (including single persons) whose incomes do not exceed 50 per centum of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

(3) A person seeking the training and employment preference provided by section 3 bears the responsibility of providing evidence (if requested) that the person is eligible for the preference.

Section 8 assistance means assistance provided under section 8 of the 1937 Act (42 U.S.C. 1437f) pursuant to 24 CFR part 882, subpart G.

Service area means the geographical area in which the persons benefitting from the section 3 covered project reside. The service area shall not extend beyond the unit of general local government in which the section 3 covered assistance is expended. In HUD's Indian housing programs, the service area, for IHAs established by an Indian tribe as a result of the exercise of the tribe's sovereign power, is limited to the area of tribal jurisdiction.

Subcontractor means any entity (other than a person who is an employee of the contractor) which has a contract with a contractor to undertake a portion of the contractor's obligation for the performance of



work generated by the expenditure of section 3 covered assistance, or arising in connection with a section 3 covered project.

Very low-income person. See the definition of “section 3 resident” in this section.

Youthbuild programs. See the definition of “HUD Youthbuild programs” in this section.
[59 FR 33880, June 30, 1994, as amended at 61 FR 5206, Feb. 9, 1996]



SECTION 3 CLAUSE

All Section 3 covered contracts shall include the following clause (referred to as the Section 3 Clause), including those used to encumber subcontractors of SNRHA's prime contractors:

A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative or workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.



G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).



SECTION 3 CONTRACTOR FORMS

The first form is optional and to be used if applying for Section 3 business concern preference. The second form ~~is mandatory and MUST~~ should be submitted with your bid/proposal packet. ~~to be considered responsive.~~

Forms 3 and 4 will be submitted if there is a need to hire during your contract period with SNRHA. Form 5 MUST be submitted at the end of the contract and/or calendar year regardless if there is a need to hire or not.

Form 1 - CERTIFICATION FOR BUSINESS CONCERNS SEEKING SECTION 3 PREFERENCE IN CONTRACTING AND DEMONSTRATION OF CAPABILITY. This form is required ONLY if Section 3 Business Concern Preference is being sought. This completed form and all applicable supporting documentation must be submitted to the Section 3 Coordinator no later than 5 business days prior to the bidding deadline if Section 3 Business Concern preference is being requested.

Form 2 - SECTION 3 – CONTRACTOR INITIAL RESPONSE. This form ~~MUST~~ should be fully completed, signed, and turned in with proposal ~~/bid to be considered responsive.~~

Form 3 – INTENT TO HIRE. If contractor has a need to hire, this form will be completed and returned to the Section 3 Coordinator to start the Section 3 Resident hiring process.

Form 4 – EMPLOYEE PLACEMENT REPORT. If a contractor hires one (or more) Section 3 Resident(s), this form will be completed and returned to the Section 3 Coordinator with information regarding the resident's employment. This form will also be used when a Section 3 Resident is terminated by the contractor for whatever reason.

Form 5 – EMPLOYMENT SUMMARY REPORT. This form is required by all contractors at the end of each contract and at the end of each calendar year if their contract overlaps calendar years. Failure to comply with this HUD reporting requirement will be included in a contractor's record of compliance and will affect future eligibility to receive awards from SNRHA.



**CERTIFICATION FOR BUSINESS CONCERNS SEEKING SECTION 3 PREFERENCE
IN CONTRACTING AND DEMONSTRATION OF CAPABILITY**

NAME OF BUSINESS: _____

ADDRESS OF BUSINESS: _____

TYPE OF BUSINESS: Corporation Partnership Sole Proprietorship Joint Venture

Attached is the following documentation as evidence of status:

FOR BUSINESS CLAIMING STATUS AS A SECTION 3 RESIDENT-OWNED ENTERPRISE

Copy of resident lease Other evidence Copy of evidence of participation in a public assistance program

For the business entity as applicable:

- Copy of Articles of Incorporation
- Assumed Business Name Certificate
- List of owners/stockholder and % of each
- Latest Board minutes appointing officers
- Organization chart with names and titles and brief functional statement
- Certificate of Good Standing
- Partnership Agreement
- Corporation Annual Report
- Additional documentation

**FOR BUSINESS CLAIMING SECTION 3 STATUS BY SUBCONTRACTING 25% OF THE DOLLAR
AWARDED TO QUALIFIED SECTION 3 BUSINESS (ES)**

- List of subcontracted Section 3 business and subcontract amount
- Copy of certification from City of Las Vegas or Clark County

**FOR BUSINESS CLAIMING SECTION 3 STATUS BY CLAIMING AT LEAST 30% OF THEIR
WORKFORCE ARE CURRENTLY SECTION 3 RESIDENTS OR WERE SECTION 3 ELIGIBLE
RESIDENTS WITHIN 3 YEARS OF DATE OF FIRST EMPLOYMENT WITH THE BUSINESS**

- List of all current full time employees
- PHA Residential lease (less than 3 years from date of employment)
- List of all employees claiming Section 3 status
- Other evidence of Section 3 status (less than 3 years from date of employment)

**EVIDENCE OF ABILITY TO PERFORM SUCCESSFULLY UNDER THE TERMS AND CONDITIONS OF
THE PROPOSED CONTRACT**

- Current financial statement
- Statement of ability to comply
- List of owned equipment
- List of all contracts for the past 2 years with public policy

Corporate Seal

Authorizing Name and Signature

Notary

Title

My term expires: _____



SECTION 3 – CONTRACTOR INITIAL RESPONSE

~~Failure to complete this document will lead to your bid being deemed non-responsive.~~

Contractor Information

Company Name (Contractor)

Contact Person

Address

City

State

Zip Code

Phone

Fax

E-mail

Section 3 Commitment

To meet the requirements of Section 3 of the Housing Act of 1968 [12 U.S.C. 1701u], as amended, the terms of the contract, and pursuant to Southern Nevada Regional Housing Authority’s (SNRHA’s) policies outlined in the Section 3 Policy dated 7/19/14, please answer the following questions;

- Do you expect to create any new full time employment opportunities during the period while under contract with SNRHA? _____
- If **yes**, of the full time employment opportunities that are created, how many will result in the direct hiring of Section 3 eligible SNRHA’s Public Housing residents, Housing Choice Voucher participants and/or low income persons within Clark County (determined by HUD’s criteria for low income)? _____
- If **no**, what is your plan to create other employment and training opportunities in order to comply with Section 3 requirements?

Upon award of the contract, the contractor will meet with SNRHA to develop the Section 3 Plan specific to the contract, including scheduled progress and compliance deadlines.

Signature

Date



Intent to Hire Form

Employer Information

Company: _____ **Contact:** _____

Address: _____

City, State *Zip*

Phone: _____ **Fax:** _____

Email: _____

Position Information

Job Title of Opening: _____

How Many Openings: _____

Part Time Full Time Permanent Temporary
 Replacement New Position Hourly Exempt

Proposed Starting Salary: \$ _____

Job Category: _____

Proposed Start Date: _____

Projected End Date: _____

Special Requirements i.e. Licenses, Certifications, etc.

____ OSHA 10 ____ CDL License
 ____ Guard Card ____ Heavy Equipment Operator
 ____ TAM Card ____ Other: _____

Job Function / Desired Skills:

| Essential | |
|-----------|--|
| | |
| | |
| | |

| Preferred | |
|-----------|--|
| | |
| | |
| | |



Any Additional Skills Required:

Screening Criteria: (Please note any specific qualifying or disqualifying factors)

Education: HS / GED Required? Y / N Bachelors Required? Y / N

Criminal Background OK? Y / N NV Driver's License Required? Y / N

Other: _____

Referrals

Employer Preference:

- All SNRHA Section 3 Participants
- All applicants in category
- Pre-screened applicants

Preferred Delivery Method:

- Fax: _____
- Email: _____
- Hard Copies Mailed: _____

Verification of Hire

Date Offer Extended: _____

SNRHA Section 3 Participant Hired? Y / N

Other Section 3 Certified Participant Hired? Y / N

Employee Placement Report Received? Y / N

Section 3 Congratulations Letter Sent? Y / N

Expected Staff Hours to be completed by New Hire: _____



Employee Placement Report

Section 3 Hire Information

Company Name: _____
Address: _____
Section 3 Employee Name: _____
Hire Date: _____
Placement Start Date: _____ Placement End Date: _____

Section 1: Employment Information

Job Title: _____ Hourly Wage: _____
Project/Contract Name: _____
Work Location Address: _____

Section 2: Benefit Information- Check all that Apply

401K Life Insurance Uniform Furnished
Vacation Leave Sick / Disability Leave Other _____

Section 3: Contact Person or Supervisor for Section 3 Employee

Name: _____ Phone: _____
Email: _____ Fax: _____
Comments: _____



Contractor Employment Summary Report: _____

Contractor Information

| | |
|--|----------------|
| | |
| Company Name : | |
| Please Circle One: General Contractor or Subcontractor | |
| Company Contact : | Phone : |
| Email : | Fax : |

Employment Information

| Job Category | New Hires During Reporting Period | New Hires from Section 3 During Reporting Period | Number of Section 3 Residents Trained |
|-----------------------------|-----------------------------------|--|---------------------------------------|
| Officers/Supervisors | | | |
| Professionals | | | |
| Technicians | | | |
| Office/Clerical | | | |
| Trade : Helper | | | |
| Trade : Apprentice | | | |
| Trade : Journeyman | | | |
| Other : | | | |

Please indicate the number of ANY new hires during the reporting period in the 1st column, how many of those were Section 3 in column 2. The 3rd column is only to be used if you paid for a Section 3 resident or hire to obtain and receive vocational training.

Efforts to Hire Section 3 Residents: _____

