



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

COHORT 1 APPLICATION PROCESS: Q&A

Is the MTW expansion Cohort #1 open to all PHAs?

No, it is only open to PHAs that have 1,000 or fewer combined public housing and HCV units.

What is the purpose of the Cohort #1 expansion?

As specified in Notice PIH-2018-17, the purpose of the first MTW expansion cohort is to assess the overall impact of MTW flexibility on small agencies. Rather than focus on a single type of innovation--such as rent reforms or work requirements--this cohort will “evaluate the overall effects of MTW flexibility on a PHA and the residents it serves” (p.5).

HUD will randomly select eligible applicants to either receive MTW flexibility or to participate in a control group that **does not** receive MTW flexibility (but which will participate in the evaluation). HUD anticipates that 30 agencies will receive MTW flexibility and at least 30 will participate in the control group.

Who’s eligible for inclusion in Cohort #1?

There are three statutory requirements and 12 additional HUD requirements. The three statutory requirements are:

1. Being a PHA
2. Administering 1,000 or fewer public housing and/or HCV units
3. Being designated as a High Performer under either the PHAS or SEMAP systems

The additional eligibility requirements are listed on page 9 of the Notice. HUD has also uploaded an Eligibility Worksheet to the MTW Expansion website to help potential applicants determine if they qualify. In addition, pages 10–11 of the Notice discuss outstanding civil right matters that may disqualify applicants.

What are the key dates?

The Letter of Interest Package must be received by HUD by **11:59 pm EST on January 11, 2019**. (See below for what’s included in the Letter of Interest Package.) For those PHAs selected to receive MTW designation, HUD will notify the PHA selected for the treatment group when their MTW Plans are due, which will be no less than three months from the publication of the final Operations Notice.

What’s involved in the application process?

The application process involves two steps. The first step is to submit a Letter of Interest Package by the deadline mentioned above. The Package includes the following:

- A letter of interest from the PHA, no longer than two pages
- A resolution of desire to obtain MTW designation from the Board of Commissioners
- A certification of commitment to participate, a form for which is provided in Attachment 1 (p.17)
- The completion of a web-based PHA Baseline Research Survey.

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The second step in the application process is only relevant for those selected via the lottery to receive MTW designation. Each will be required to submit an MTW Plan and other materials. The MTW plan can be no longer than 10 pages and must cover: (See Pages 13 and 14 for more detail on each of these topics)

- Vision for PHA's Local MTW program
- Plan for Future Community/Resident Engagement
- PHA Operating and Inventory Information
- Plan for Local MTW program
- Proposed Uses of MTW Funds
- Evidence of Significant Partnerships
- Significant Dates and Milestones for the PHA's Local MTW Program

In addition, a Moving to Work Certification of Compliance, Documentation of the Public Process used to develop the MTW plan and Required Standard Forms must be submitted (See p.15 of the RFA for details). HUD also allows applicants to submit other supporting documentation, but this must be limited to 10 pages.

What are the public participation requirements?

The second step of the application process requires applicants to describe the public participation process involved in developing the plan. PHAs must provide evidence that (see p. 12 for more detail):

- Public housing and HCV clients were notified of the PHA's intention to pursue MTW authorization;
- Two resident meetings were held;
- A public hearing was advertised and held; and
- The Board of Commissioners approved the plan no less than 15 days after the public hearing.

How will HUD select agencies for the treatment and control groups?

Once HUD verifies applicants' eligibility, it will group them into five geographic areas: Northeast; Southeast; Midwest; Southwest and West. A lottery will then be used to randomly select PHAs from each geographical area to be in the treatment group (which will be offered MTW status), the waiting group (which will be offered MTW status if those selected for the treatment groups don't follow through) and the control group (which will not have MTW status but is expected to participate in the evaluation).

After the lottery, HUD will notify all applicants of their status and those selected for the treatment group will be asked to complete the second step of the application described above. Waiting group PHAs will be added to the control group if they are not needed to supplement the original treatment group.

What general advice do you have for applying?

The Notice is very detailed in its requirements and in the format of the application. It provides strict page limits, date and time of receipt at HUD, topics that must be addressed, the table of contents, pagination of each section, certifications required and the means of submission. It is imperative that applicants adhere to these requirements.