



# MANAGEMENT REPORT

## Q4 FY 2024

### (1/1/2024-3/31/2024)

St. Paul Public Housing Agency

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# MARCH 2024 AT A GLANCE

## MAINTENANCE DEPARTMENT HIGHLIGHTS

During the month of March, Maintenance Department staff completed 658 emergency and 1,686 non-emergency work orders and prepared 63 units for re-rental.

## RESIDENT SERVICES DEPARTMENT HIGHLIGHTS

During the month of March, Resident Services Department staff leased 116 units, leaving 46 vacant units for an occupancy rate of 98.9% in our 4,254 PHA-owned units. The Multifamily waiting list opened on March 1, 2023, after having been closed since September 28, 2021. The Public Housing waiting list opened on April 21, 2022, and closed on June 20, 2022, with 4,298 applications on the waiting list.

## HOUSING CHOICE VOUCHER (SECTION 8) DEPARTMENT HIGHLIGHTS

During the month of March, the Housing Choice Voucher (HCV) Department leased up 84 voucher units for a monthly leased/utilization rate of 93.7%.

***The PHA helps families and individuals with low incomes achieve greater stability and self-reliance by providing safe, affordable, quality housing, and links to community services.***

**St. Paul PHA Management Staff**

**May 13, 2024**

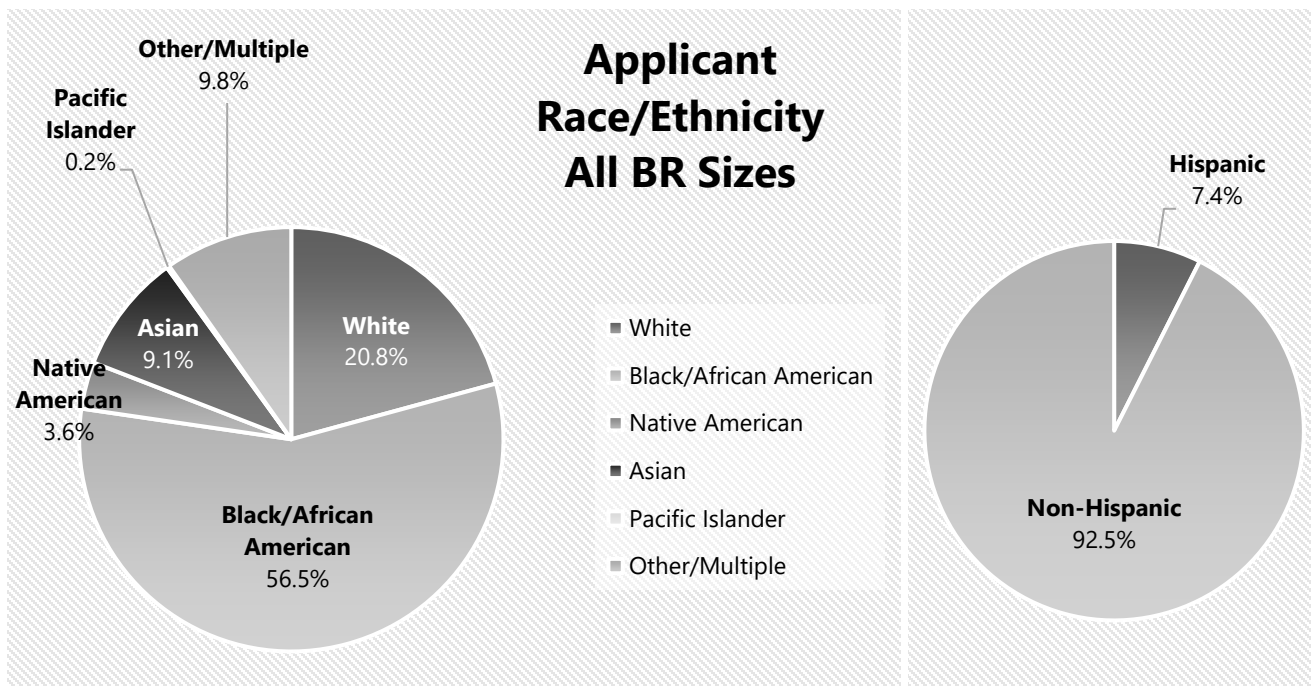
# PHA-OWNED HOUSING

## Waiting Lists

As of March 31, 2024 there were 6,202 households on the Multifamily waiting list. The PHA began accepting applications for Multifamily housing on March 1, 2023 after having been closed since September 28, 2021. The PHA has received 9,305 applications as of March 31, 2024. The PHA will continue accepting applications for Multifamily housing until further notice.

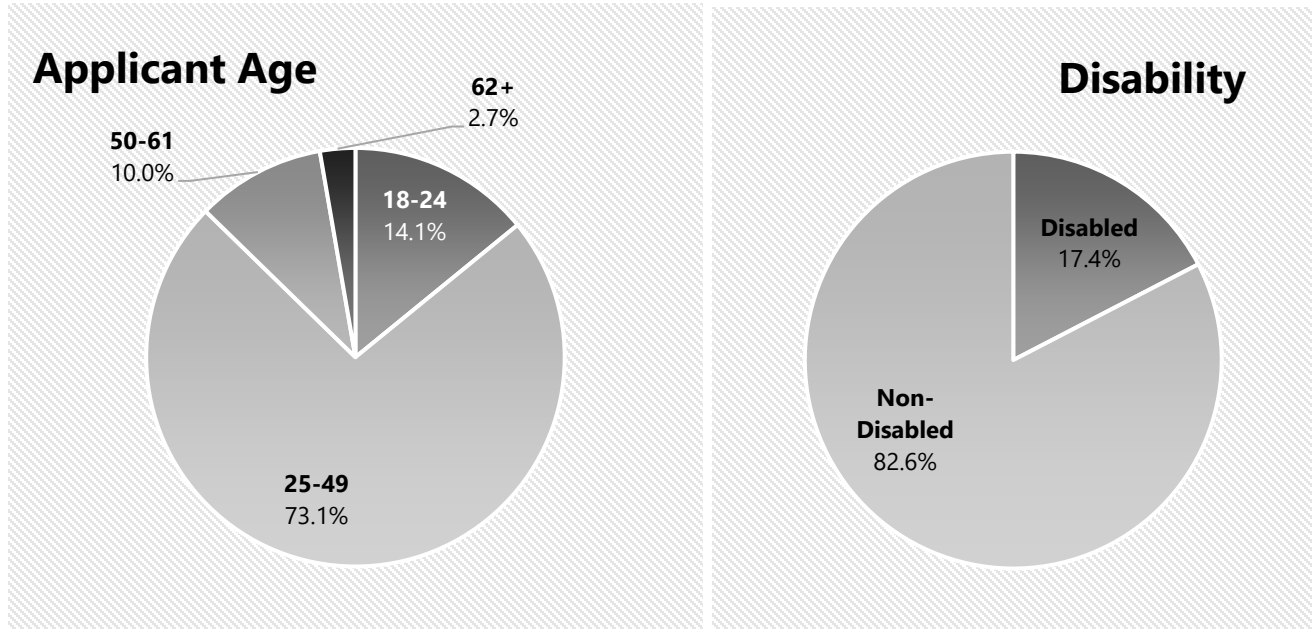
	All Bedroom Sizes		0/1BR		2BR		3BR		4BR		5BR	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
<b>White</b>	<b>1288</b>	<b>20.8%</b>	570	26.3%	357	18.7%	266	18.0%	86	15.2%	9	10.3%
<b>Black/African American</b>	<b>3,507</b>	<b>56.5%</b>	1185	54.7%	1,106	57.9%	841	57.0%	322	57.1%	53	60.9%
<b>Native American</b>	<b>222</b>	<b>3.6%</b>	81	3.7%	74	3.9%	53	3.6%	11	2.0%	3	3.4%
<b>Asian</b>	<b>566</b>	<b>9.1%</b>	133	6.1%	153	8.0%	174	11.8%	90	16.0%	16	18.4%
<b>Pacific Islander</b>	<b>13</b>	<b>0.2%</b>	9	0.4%	2	0.1%	0	0.0%	2	0.4%	0	0.0%
<b>Other/Multiple</b>	<b>606</b>	<b>9.8%</b>	188	8.7%	218	11.4%	141	9.6%	53	9.4%	6	6.9%
<b>TOTAL</b>	<b>6,202</b>		<b>2,166</b>		<b>1,910</b>		<b>1,475</b>		<b>564</b>		<b>87</b>	

## Multifamily Applicant Race/Ethnicity of Head of Household



## Multifamily Applicant Age/Disability Status of Head of Household

Applicant ranking is determined by preference points and date of application. Because elderly and disabled households receive preference points on the Multifamily waiting list, they are housed first and the percentage of elderly and disabled households on the list decreases during periods when the list is closed. The Multifamily waiting list also has a preference for St. Paul residents and a Veteran's preference.

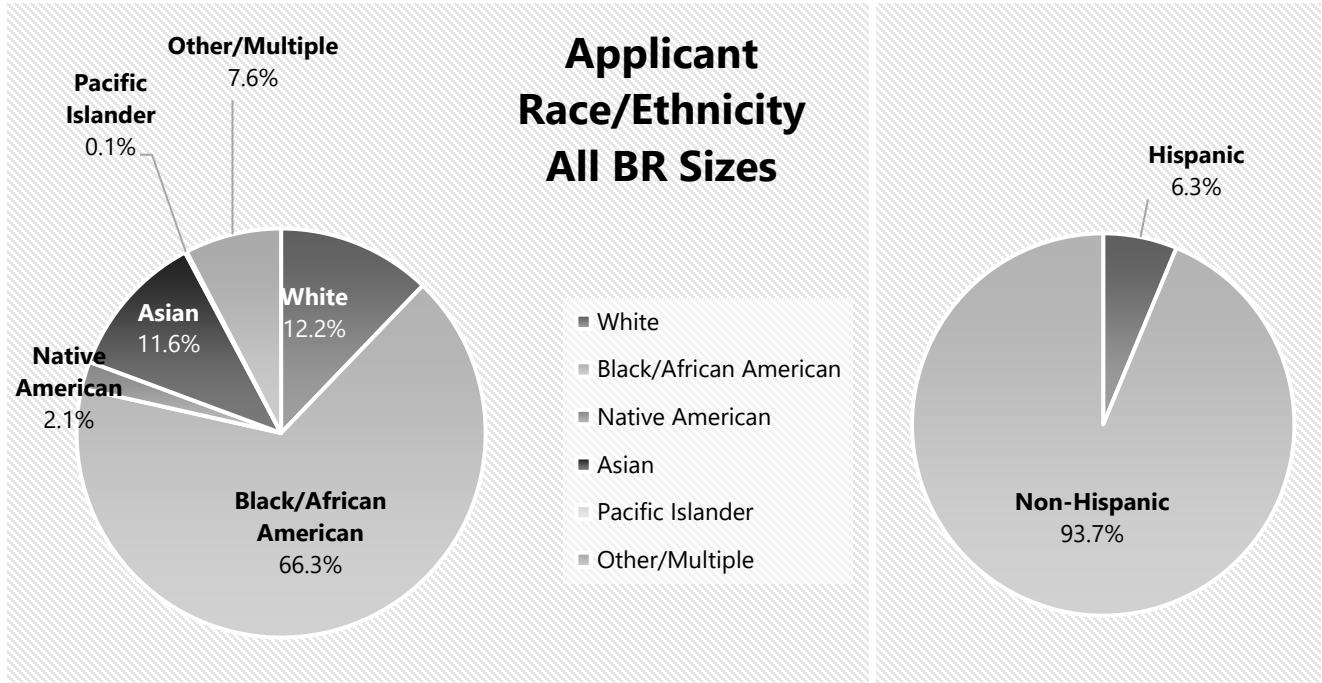


## Public Housing Waiting List

The PHA began accepting Public Housing applications on April 21, 2022, and stopped accepting applications on June 20, 2022. This was the first time the PHA accepted applications for the 418 scattered site single family homes and duplexes post RAD conversion. As of March 31, 2024, there were 2,094 applicants on the Public Housing waiting list.

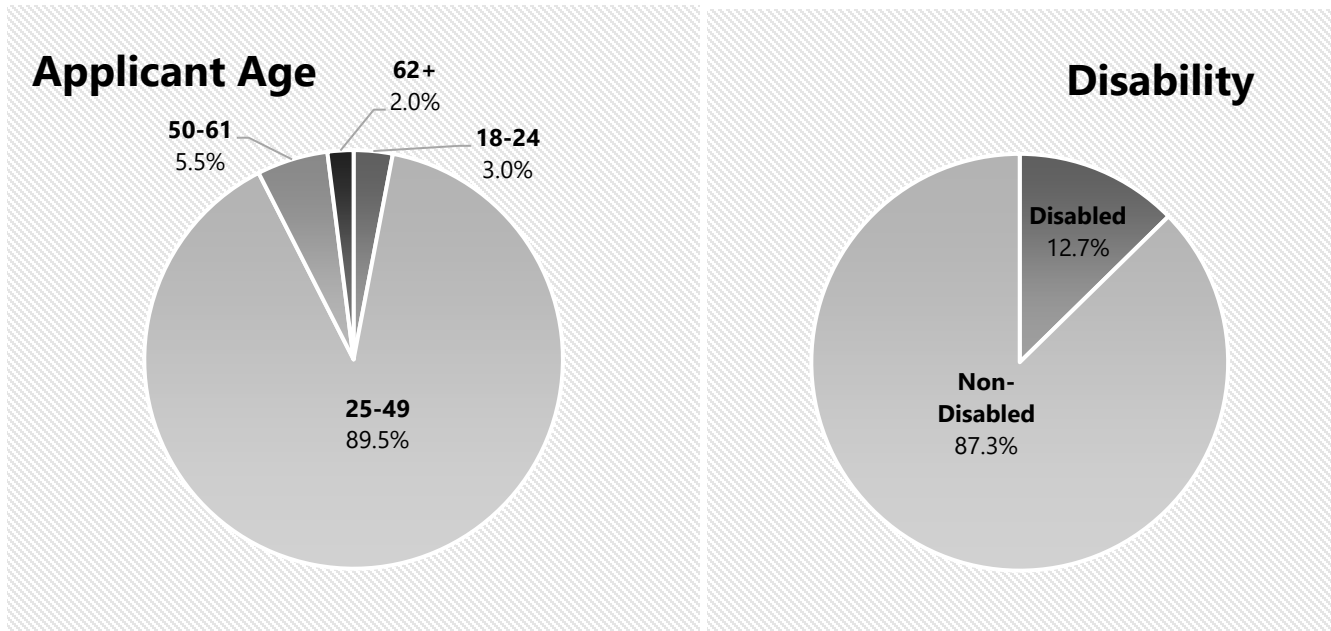
	All Bedroom Sizes		2BR		3BR		4BR		5BR	
	No.	%	No.	%	No.	%	No.	%	No.	%
<b>White</b>	<b>255</b>	<b>12.2%</b>	40	15.4%	174	12.7%	36	8.6%	4	9.3%
<b>Black/African American</b>	<b>1389</b>	<b>66.3%</b>	162	62.5%	938	68.6%	258	61.4%	28	65.1%
<b>Native American</b>	<b>45</b>	<b>2.1%</b>	4	1.5%	34	2.5%	6	1.4%	1	2.3%
<b>Asian</b>	<b>242</b>	<b>11.6%</b>	37	14.3%	115	8.4%	80	19.0%	9	20.9%
<b>Pacific Islander</b>	<b>3</b>	<b>0.1%</b>	0	0.0%	1	0.1%	2	0.5%	0	0.0%
<b>Other/Multiple</b>	<b>160</b>	<b>7.6%</b>	16	6.2%	105	7.7%	38	9.0%	1	2.3%
<b>TOTAL</b>	<b>2,094</b>		<b>259</b>		<b>1,367</b>		<b>420</b>		<b>43</b>	

### Public Housing Applicant Race/Ethnicity of Head of Household



### Public Housing Applicant Age/Disability Status of Head of Household

Applicant ranking is determined by preference points and date of application. On the Public Housing waiting list, preference points are given to veteran applicants and residents of the City of St. Paul. These preferences do not lead to demographic shifts like those that can be observed on the Multifamily list.



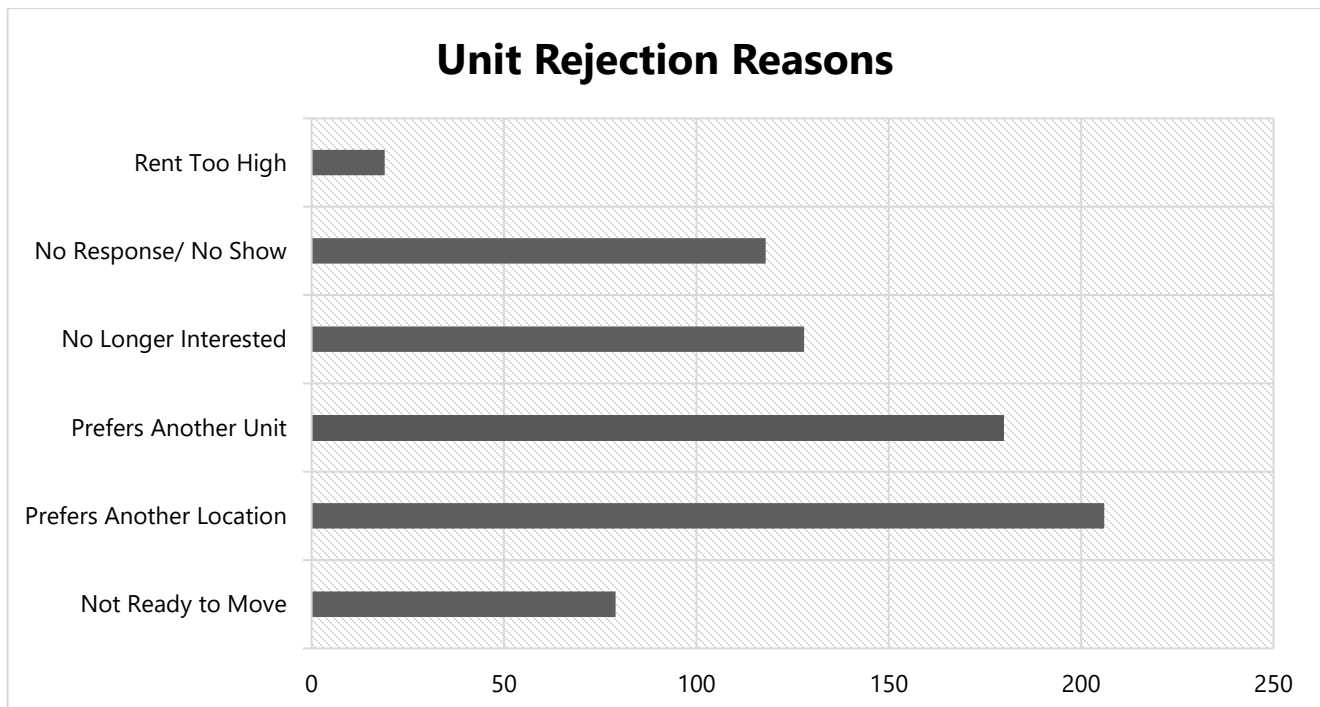
## PHA-Owned Housing Unit Offer Rejections

Applicants to PHA-owned housing receive up to two unit offers. During FY 2024, staff completed 1,901 unit offers to 1,263 households. A voided offer does not count as one of the applicant's two offers. Typical reasons for voiding an offer include the household having a documented need for another location due to medical issues, or staff error.

	Rejected	Voided	Completed	Total Offers
<b>McDonough</b>	61	23	125	209
<b>Hamline-Front-Seal</b>	65	12	110	187
<b>Edgerton-Iowa-Wilson</b>	106	20	154	280
<b>Roosevelt</b>	67	34	86	187
<b>Mt. Airy-Valley</b>	123	46	122	291
<b>Exchange-Wabasha</b>	98	15	60	173
<b>Ravoux-Neill-Central</b>	100	24	107	231
<b>Dunedin-Cleveland-Montreal</b>	80	21	121	222
<b>Scattered Sites/Duplexes</b>	34	29	58	121
<b>TOTALS</b>	<b>734</b>	<b>224</b>	<b>943</b>	<b>1901</b>

### Unit Offer Rejection Reasons

Of the 734 rejected unit offers, the most common reason for rejection was that the applicant preferred another location. Many applicants who reject their first unit offer accept the subsequent offer and move into PHA-owned housing.



## PHA-Owned Housing Leasing Activity and Occupancy

During the month of March 2024, staff leased 116 vacant units. At month end 46 of the 4,254 PHA-owned units were vacant, for an occupancy rate of 98.9%. Occupancy rates have dipped due to pandemic-related factors and other causes. Staff are working diligently to increase occupancy rates.

### Leasing Activity by Development

Development	Total Units	Hotel Units	Available Units	Vacant Month End	Percent Occupied	Vacated During Month	Leased During Month
McDonough	592		592	1	99.83%	3	5
Hamline-Front-Seal	476		476	8	98.32%	4	15
Edgerton-Iowa-Wilson	553		553	3	99.46%	3	29
Roosevelt	320		320	8	97.50%	1	14
Mt. Airy-Valley	610		610	5	99.18%	16	7
Exchange-Wabasha	263		263	6	97.72%	3	11
Ravoux-Neill-Central	465		465	7	98.49%	1	17
Dunedin-Montreal-Cleveland	557		557	4	99.28%	7	12
Scattered Sites/Duplexes	418		418	4	99.04%	10	6
<b>TOTAL</b>	<b>4,254</b>		<b>4,254</b>	<b>46</b>	<b>98.92%</b>	<b>48</b>	<b>116</b>

### Vacancy Rate and Leasing - Rolling 12-Month Period

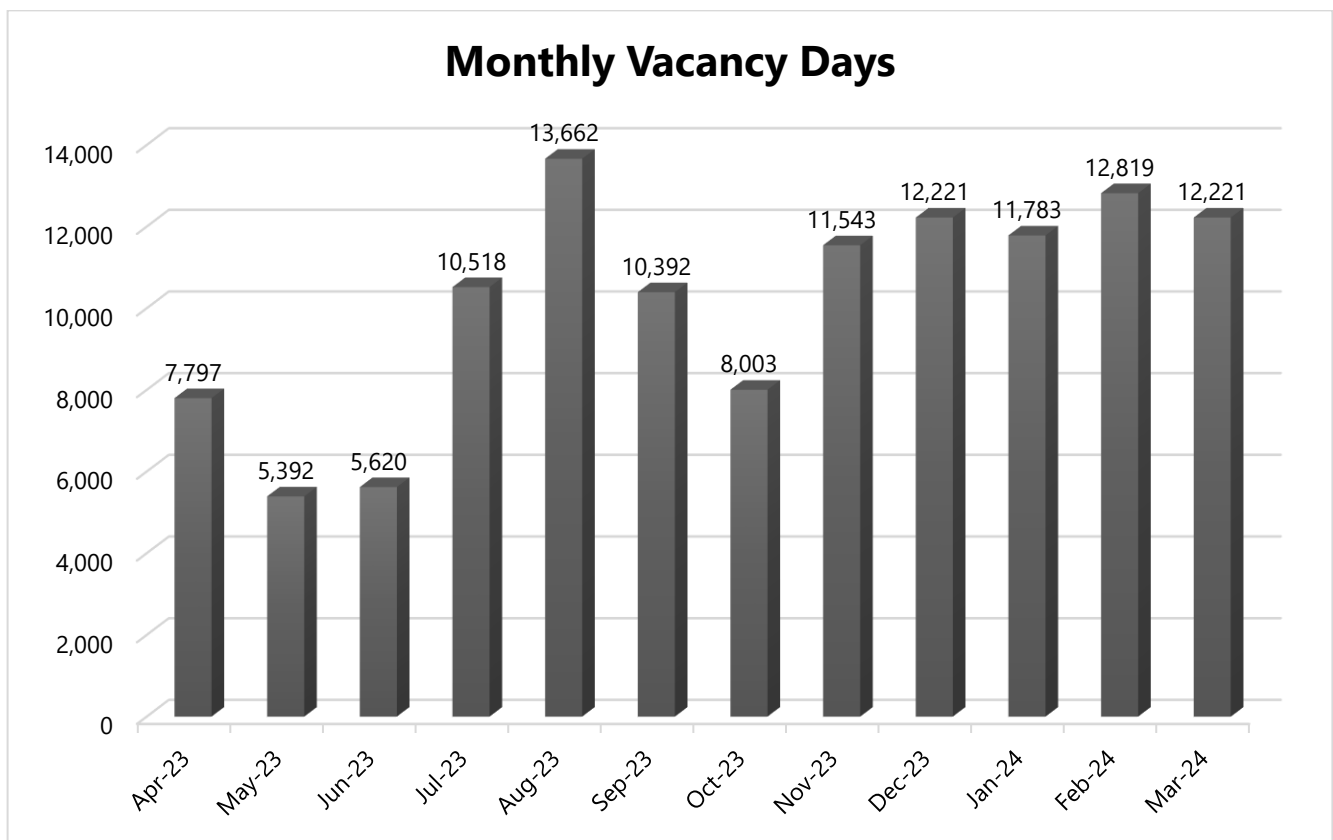
The PHA has a goal of maintaining at least 99% occupancy in PHA-owned units. The average occupancy rate for the past 12 months was 94%.

	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
<b>Occupancy Percentage</b>	92.90%	92.45%	91.87%	91.61%	92.22%	91.61%
<b># Leased</b>	40	39	39	53	77	47
<b># Vacant</b>	302	321	346	357	331	357
	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
<b>Occupancy Percentage</b>	93.21%	94.08%	95.09%	96.33%	97.32%	98.92%
<b># Leased</b>	109	103	99	119	107	116
<b># Vacant</b>	289	252	209	156	114	46

## Multifamily Vacancy Days

In the Multifamily program, financing plans assume a vacancy loss of 3%. This report calculates the total number of days a unit had been vacant at the point that the unit is reoccupied. Staff are working diligently to decrease vacancy dates, but they are expected to remain high in the near term as longer-term vacancies are re-rented.

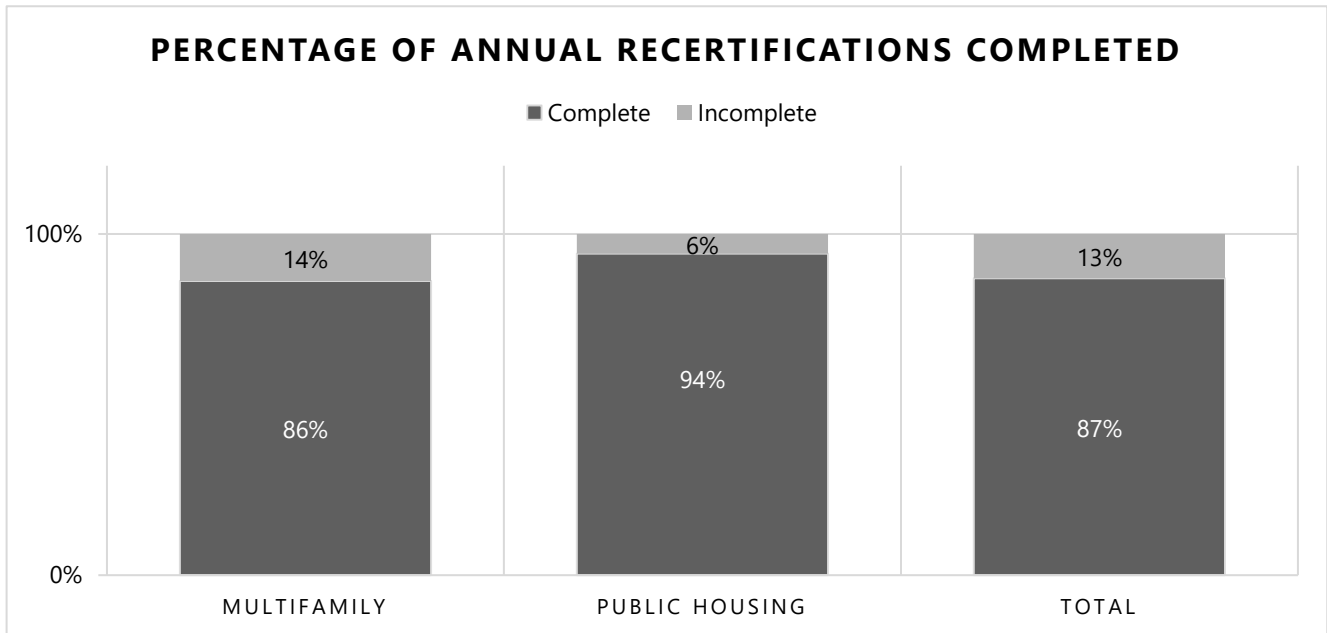
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	FYTD Cumulative	FYTD Average
<b>Vacancy Days</b>	7,797	5,392	5,620	10,518	13,662	10,392	8,003	11,543	12,221	11,783	12,819	12,221	<b>121,971</b>	<b>11,462</b>
<b>Move-Ins</b>	35	22	25	39	56	43	68	85	83	84	107	111	<b>758</b>	<b>63</b>
<b>Vacancy Rate</b>	6.78%	4.53%	4.88%	8.84%	11.49%	9.03%	6.73%	10.03%	10.28%	9.91%	11.52%	10.28%	<b>8.69%</b>	<b>8.69%</b>
<b>Occupancy Rate</b>	93.22%	95.47%	95.12%	91.16%	88.51%	90.97%	93.27%	89.97%	89.72%	90.09%	88.48%	89.72%	<b>91.31%</b>	<b>91.31%</b>



## PHA-Owned Housing Annual Recertifications

Households in PHA-owned housing (both Public Housing and Multifamily) must recertify their income and assets annually. During the month of March 2024, PHA staff completed 422 annual recertifications. A total of 3,701 annual recertifications were completed in FY 2024. Due to households moving in and out, the total annual recertifications completed during a given year may be more or less than the number of PHA-owned units. As of March 2024, annual recertifications had been completed for 87% of PHA-owned units.

PHA-Owned Housing- Annual Recertifications Completed by Month															
FY24															
Available Units	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	FYTD #	FYTD %	
<b>Multifamily</b>	3,836	279	328	357	242	178	385	321	372	-	-	423	422	3,307	86%
<b>LIPH</b>	418	-	-	-	177	-	113	-	104	-	-	-	-	394	94%
<b>TOTAL</b>	<b>4,254</b>	<b>279</b>	<b>328</b>	<b>357</b>	<b>419</b>	<b>178</b>	<b>498</b>	<b>321</b>	<b>476</b>	<b>-</b>	<b>-</b>	<b>423</b>	<b>422</b>	<b>3,701</b>	<b>87%</b>

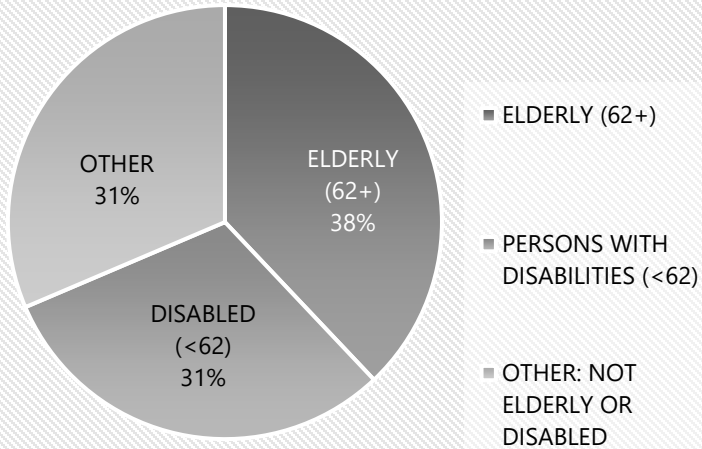


## PHA-Owned Housing Resident Demographics

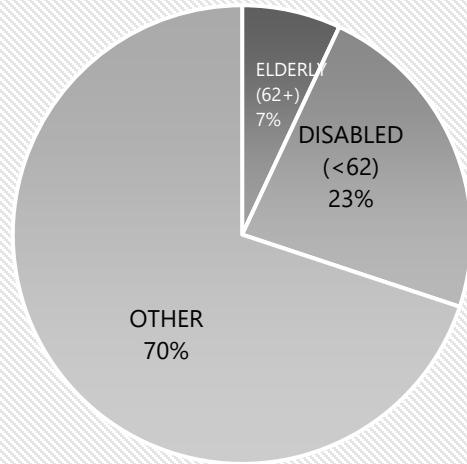
As of March 31, 2024, 69% of households in the PHA’s Multifamily housing (16 hi-rises and 4 family housing developments) included a head of household who was elderly (62 or older) or was a person with a disability. The hi-rises (studio and one-bedroom apartments) house somewhat higher percentages of those households, and the family developments (1-5 bedroom townhouses) house lower percentages. Prior to January 1, 2020, the elderly and/or disabled preference applied to hi-rise applicants only; the creation of the new Multifamily waiting list expanded that preference to all Multifamily housing so the percentages may shift over time.

	ELDERLY (62+)	PERSONS WITH DISABILITIES (<62)	OTHER: NOT ELDERLY OR DISABLED
MULTIFAMILY HOUSING (3,836 units)	38%	31%	31%
PUBLIC HOUSING (418 units)	7%	23%	70%
<b>ALL PHA-OWNED HOUSING (4,254 units)</b>	<b>35%</b>	<b>30%</b>	<b>35%</b>

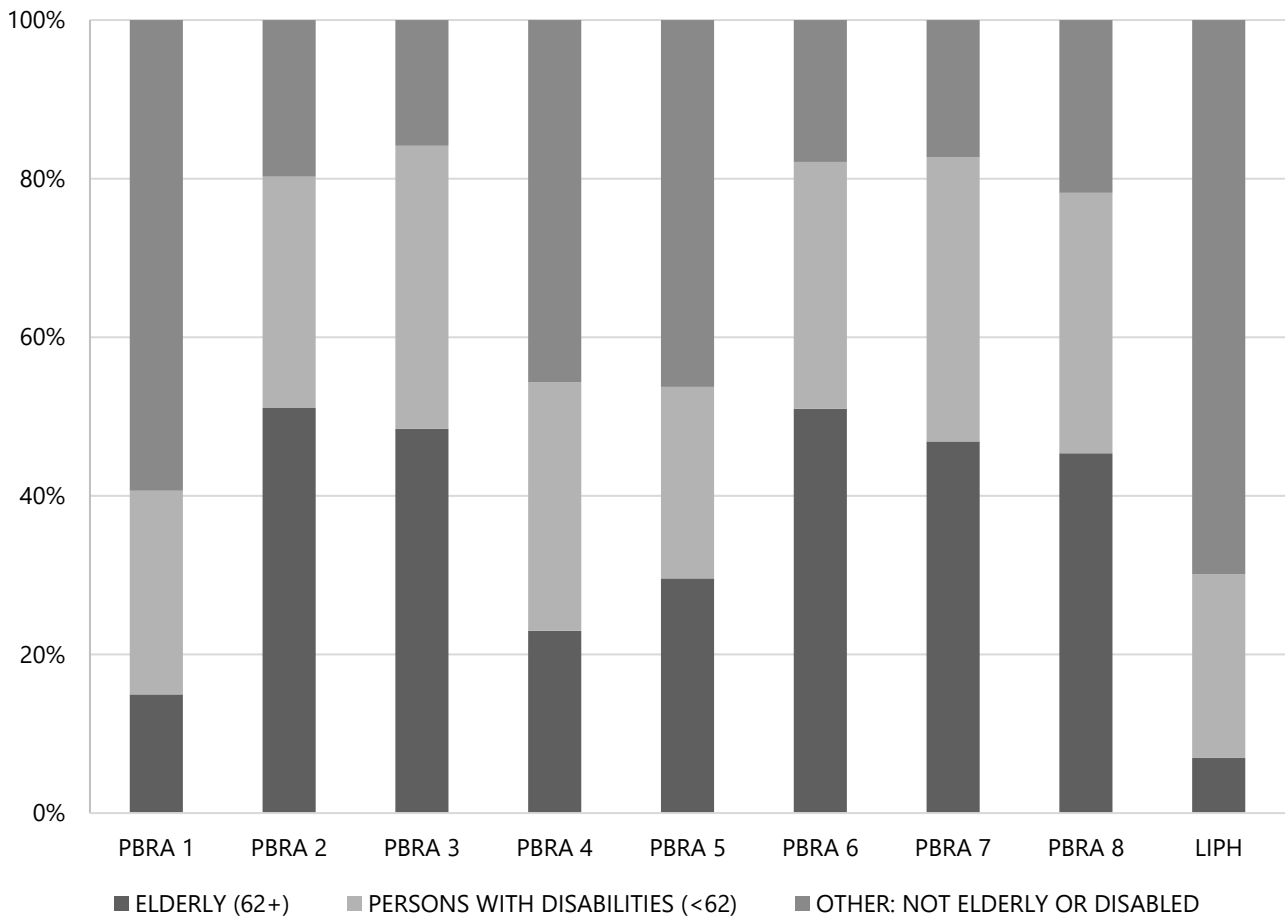
### MULTIFAMILY



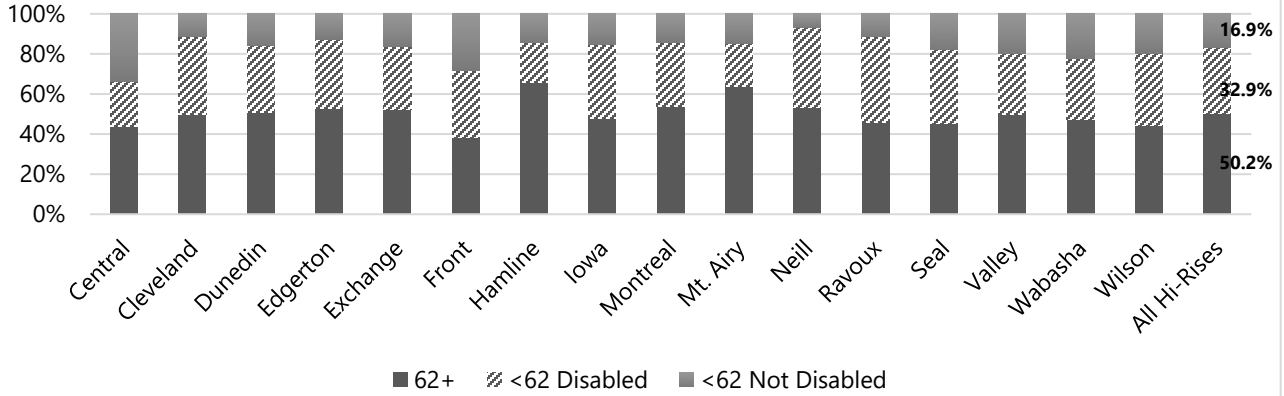
### PUBLIC HOUSING



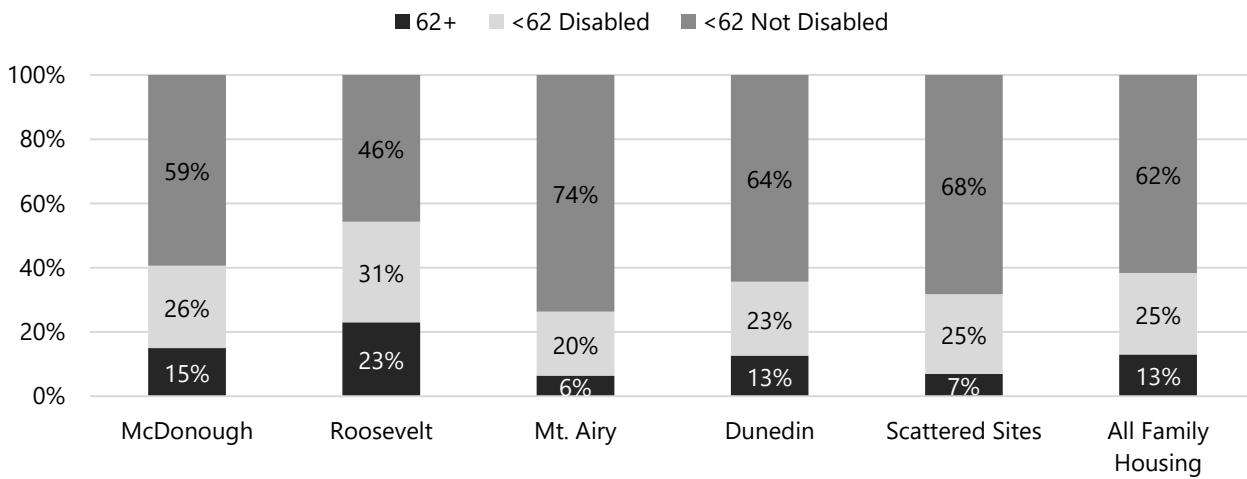
### ELDERLY/DISABLED HOUSEHOLDS BY DEVELOPMENT



### Elderly & Disabled Households in Hi-Rises



### Elderly & Disabled Households in Family Housing

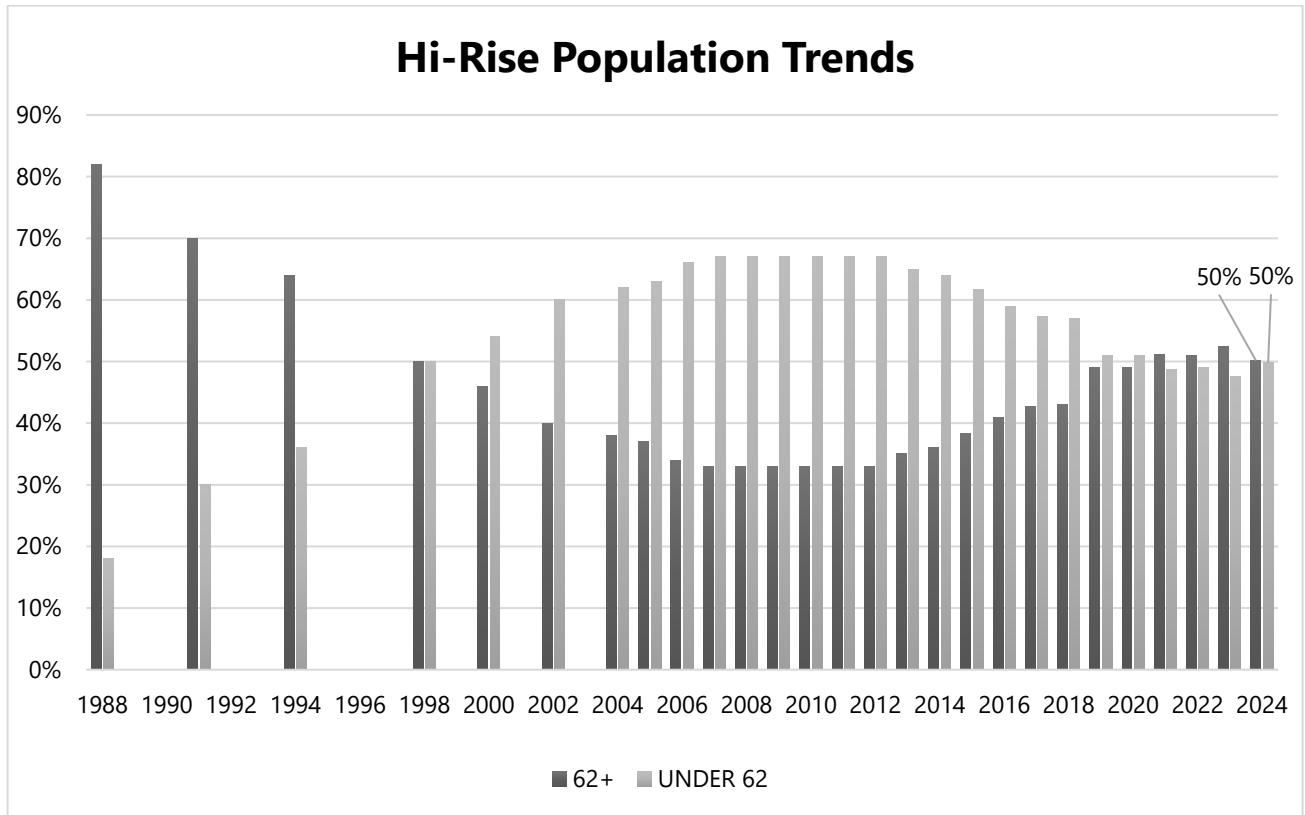


### Race/Ethnicity of PHA-Owned Housing Households

DEVELOPMENT	White		African American		American Indian		Asian/PI		Other/Multiple		Hispanic		Not Hispanic		Total #
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
McDonough	55	9.4%	280	47.6%	7	1.2%	226	38.4%	20	3.4%	22	3.7%	566	96.3%	588
Hamline-Front-Seal	171	36.7%	235	50.4%	10	2.1%	36	7.7%	14	3.0%	16	3.4%	449	96.4%	466
Edgerton-Iowa-Wilson	232	42.3%	168	30.6%	11	2.0%	118	21.5%	20	3.6%	33	6.0%	516	94.0%	549
Roosevelt	33	10.5%	122	39.0%	7	2.2%	133	42.5%	18	5.8%	27	8.6%	286	91.4%	313
Mt. Airy-Valley	79	13.4%	293	49.8%	5	0.9%	192	32.7%	19	3.2%	24	4.1%	563	95.7%	588
Exchange-Wabasha	101	39.3%	131	51.0%	3	1.2%	14	5.4%	8	3.1%	13	5.1%	244	94.9%	257
Ravoux-Neill-Central	151	32.6%	208	44.9%	5	1.1%	86	18.6%	13	2.8%	12	2.6%	448	96.8%	463
Dunedin-Cleveland-Montreal	240	43.6%	232	42.1%	12	2.2%	56	10.2%	11	2.0%	52	9.4%	499	90.6%	551
Scattered Sites	26	6.5%	160	39.8%	6	1.5%	202	50.2%	8	2.0%	17	4.2%	385	95.8%	402
<b>Total</b>	<b>1088</b>	<b>26.0%</b>	<b>1829</b>	<b>43.8%</b>	<b>66</b>	<b>1.6%</b>	<b>1063</b>	<b>25.4%</b>	<b>131</b>	<b>3.1%</b>	<b>216</b>	<b>5.2%</b>	<b>3956</b>	<b>94.7%</b>	<b>4177</b>

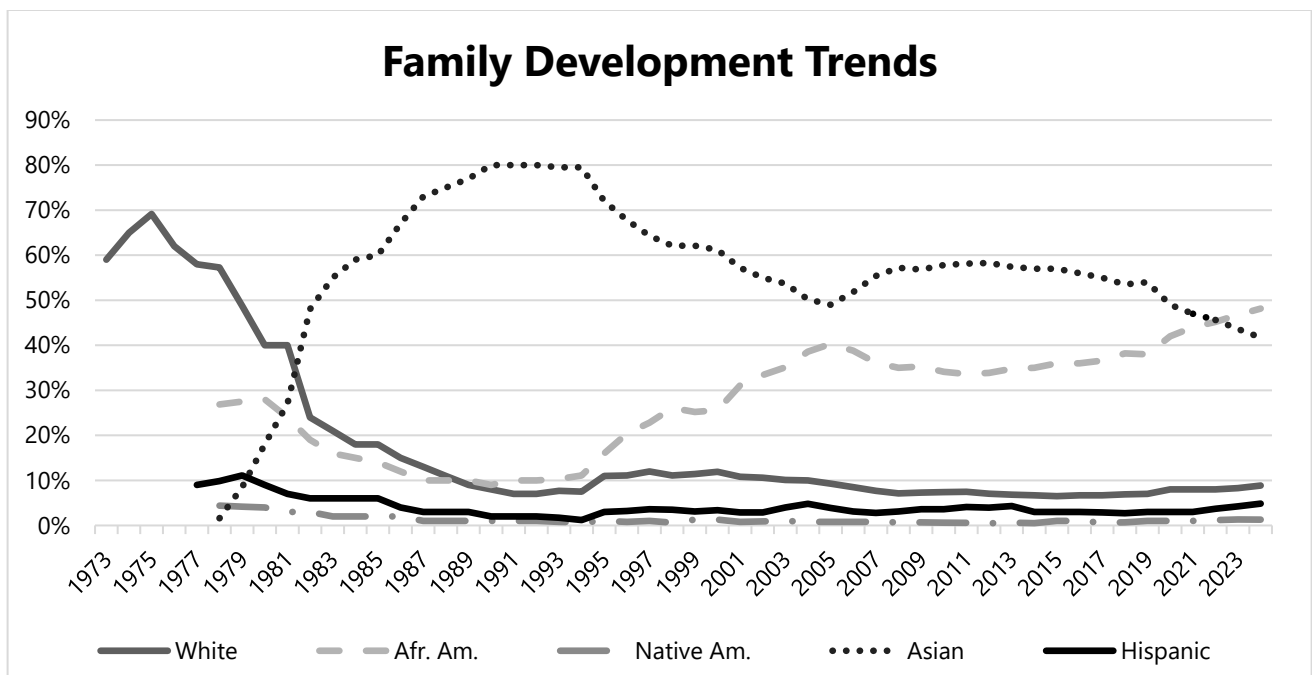
# Demographic Trends

As of March 31, 2024, 50% of hi-rise residents were considered "elderly" (age 62+).



## Race/Ethnicity in Family Developments

The chart below includes demographics for households residing in PHA-owned townhomes, duplexes and single family homes.



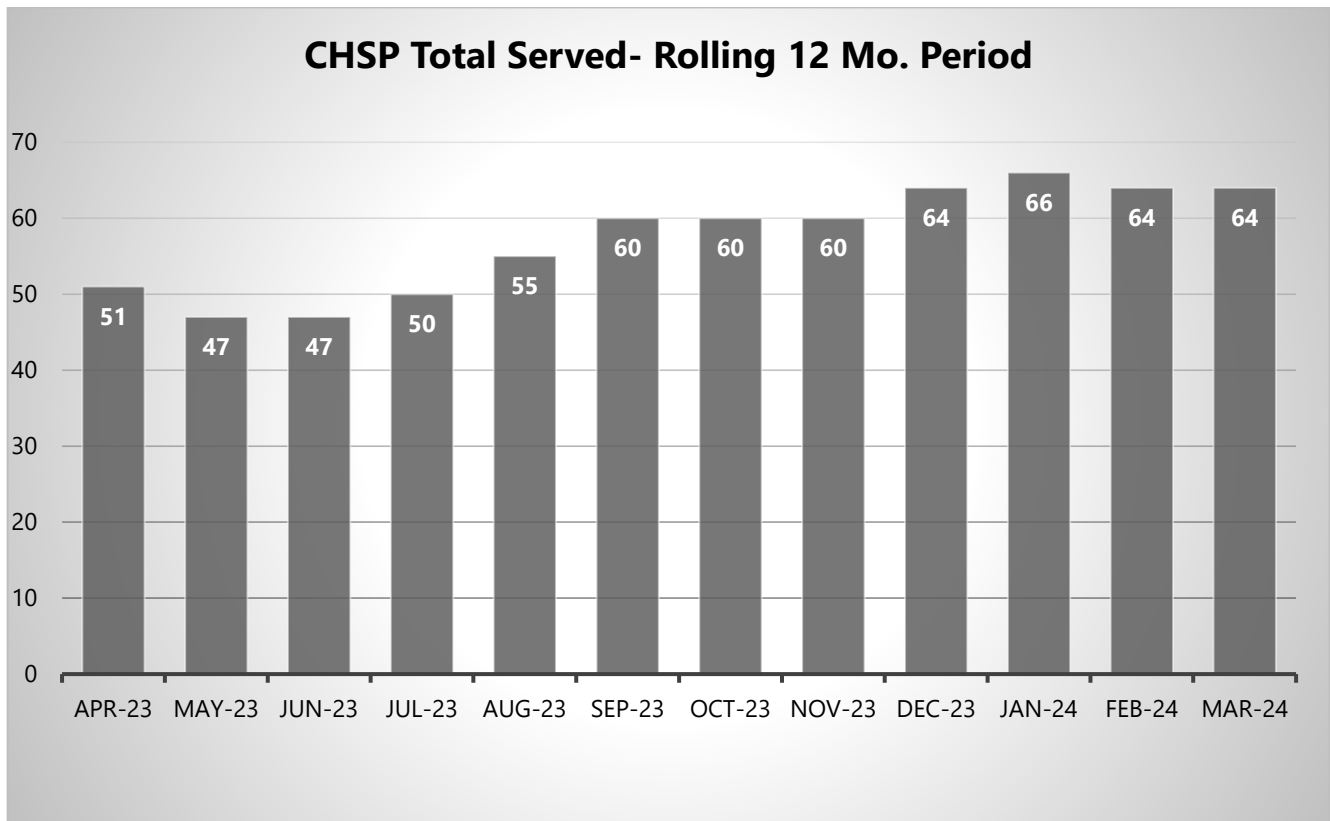
## Congregate Housing Services Program (CHSP)

CHSP is a program for residents who are elderly or disabled and require a moderate amount of non-medical services to maintain independence and avoid institutionalization. This program is offered at Ravoux and Montreal hi-rises. During the month of March 2024, the CHSP program served 64 households. On July 27, 2022, the PHA Board approved consolidating the number of sites offering CHSP from four sites to two sites (Ravoux and Montreal). The process of transitioning residents out of the Iowa and Edgerton sites was completed on October 27, 2023. While this transition has led to a drop in the program census in the short term, it will help to ensure program viability in the long-term.

### CHSP Activity- March 2024

	Total Served	Month End Enrollment	Capacity	Month End Vacancies	New	Exited	New Apps	In Process Apps	Processed Apps	Denied Apps	Canceled Apps
RAVOUX	36	36	68	32	1	0	2	5	1	0	0
MONTREAL	28	28	57	29	1	0	3	7	1	0	1
<b>ALL SITES</b>	<b>64</b>	<b>64</b>	<b>125</b>	<b>61</b>	<b>2</b>	<b>0</b>	<b>5</b>	<b>12</b>	<b>2</b>	<b>0</b>	<b>1</b>

The 14 active applications (12 with CHSP, 2 with the PHA rental office for final review) demonstrate the strong need for the CHSP program. The month end census remains under the maximum enrollment primarily due to the ongoing consolidation of the CHSP sites. Staff are working through the existing waiting list to increase the census at Montreal and Ravoux.



# MAINTENANCE

## Work Orders

During the month of March 2024, PHA Maintenance Department staff completed 658 emergency work orders and 1,686 non-emergency work orders.

	<b>Current Year FY24</b>	<b>Previous Year FY23</b>
<b>Data through the end of:</b>	<b>March 2024</b>	<b>March 2023</b>
<b>Emergency Work Orders</b>		
<b>Completed March 2024</b>	<b>658</b>	
Completed Year to Date	6,842	6,892
Average Completed per Month YTD	570	574
<b>% Completed Within 24 Hours YTD</b>	<b>100.00%</b>	<b>100.00%</b>
<b>Non-Emergency Work Orders</b>		
<b>Completed March 2024</b>	<b>1,686</b>	
Completed Year to Date	21,215	20,469
Average Completed per Month YTD	1,768	1,706
<b>Average Completion Days (current month)</b>	<b>4.95</b>	<b>4.94</b>
<b>Resident Satisfaction Rate</b>		
Sampled YTD	260	233
<b>Satisfaction Rate YTD</b>	<b>100.00%</b>	<b>99.48%</b>

# Work Order Detail

Emergency Work Orders													
	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	YTD
Carry Over from Last Month	0	0	0	0	0	0	0	0	0	0	0	0	
Received this Month	504	586	529	481	601	465	663	619	560	712	611	679	
Cancelled	8	18	10	8	19	11	15	14	17	12	15	21	
Reporting Total	496	568	519	473	582	454	648	605	543	700	596	658	
Completed this Month	496	568	519	473	582	454	648	605	543	700	596	658	6,842
<b># Completed within 24 Hours</b>	<b>496</b>	<b>568</b>	<b>519</b>	<b>473</b>	<b>582</b>	<b>454</b>	<b>648</b>	<b>605</b>	<b>543</b>	<b>700</b>	<b>596</b>	<b>658</b>	<b>6,842</b>
<b>% Completed within 24 Hours</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100.0%</b>

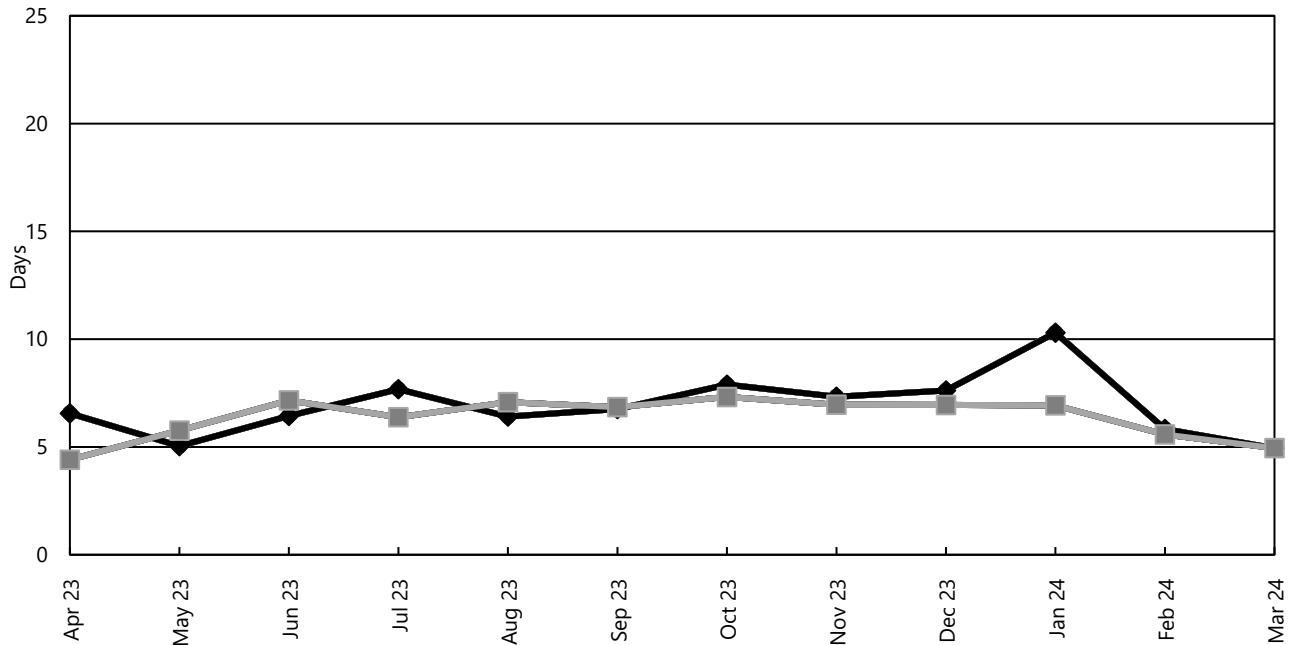
Non-Emergency Work Orders													
	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	YTD
Carry Over from Last Month	185	311	437	416	429	395	407	454	360	233	283	290	
Received this Month	1,641	2,212	1,912	1,810	2,104	1,824	2,115	1,651	1,712	1,694	1,582	1,820	
Cancelled	52	56	50	44	57	53	53	67	69	80	42	29	
Reporting Total	1,774	2,467	2,299	2,182	2,476	2,166	2,469	2,038	2,003	1,847	1,823	2,081	
Completed this Month	1,463	2,030	1,883	1,753	2,081	1,759	2,015	1,678	1,770	1,564	1,533	1,686	21,215
<b>Avg. Days to Completion</b>	<b>4.41</b>	<b>5.76</b>	<b>7.16</b>	<b>6.38</b>	<b>7.08</b>	<b>6.85</b>	<b>7.32</b>	<b>6.96</b>	<b>6.95</b>	<b>6.93</b>	<b>5.58</b>	<b>4.95</b>	<b>6.36</b>

Agency Goal =  
25 Days or  
Less

## Non-Emergency Work Orders - Average Completion Time

◆ FY23

■ FY24

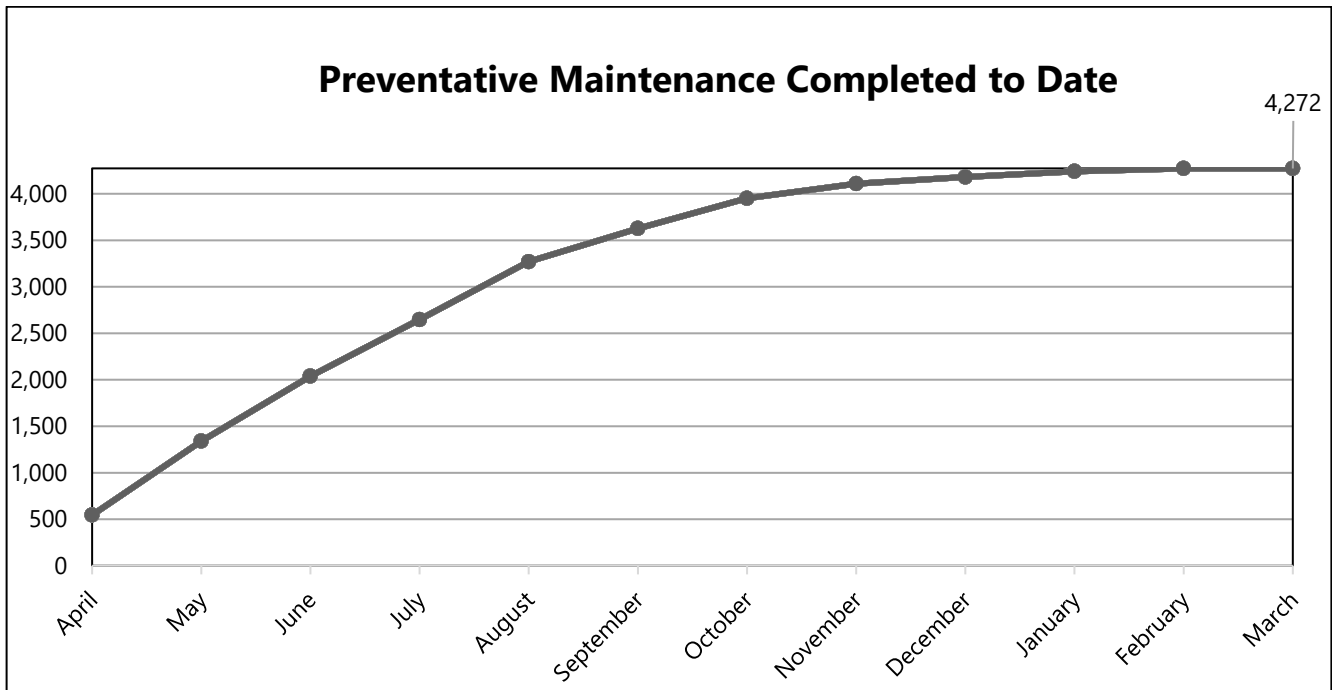


# Preventative Maintenance

Preventative Maintenance Inspections ensure regular assessments are made of the condition of PHA-owned housing units. During inspections, staff check major life-safety systems, operability of fixtures, and general wear and tear in each unit. Staff complete repairs at the time of inspection or create work orders for more significant repairs.

	<b>Current Year FY24</b>	<b>Previous Year FY23</b>
<b>Data through the end of:</b>	<b>March 2024</b>	<b>March 2023</b>

<b>Preventative Maintenance Inspections</b>		
<b>Completed March 2024</b>	<b>0</b>	
Total Completed Year to Date	4,272	4,272
Average Completed per Month YTD	356	356
Family Site (1720 units) Completion	1,720	
Hi-Rise (2553 units) Completion	2,552	
<b>% Completed Year to Date</b>	<b>99.98%</b>	



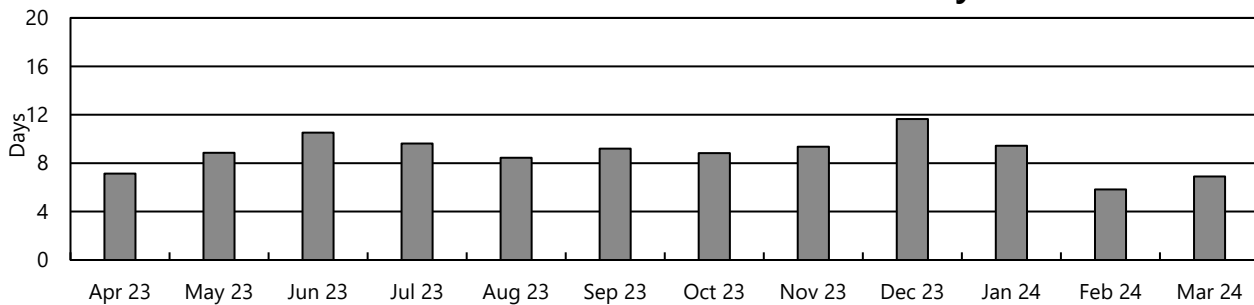
Total Preventative Maintenance Inspections															
	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Total Units	YTD Percent	YTD Total
Family Sites	80	238	208	164	242	199	272	157	71	59	30	0	1,720	100.00%	1,720
Hi-Rises	465	557	491	444	381	158	52	1	0	2	1	0	2,553	99.96%	2,552
<b>Total Complete</b>	<b>545</b>	<b>795</b>	<b>699</b>	<b>608</b>	<b>623</b>	<b>357</b>	<b>324</b>	<b>158</b>	<b>71</b>	<b>61</b>	<b>31</b>	<b>0</b>	<b>4,273</b>	<b>99.98%</b>	<b>4,272</b>

# Vacant Unit Preparation

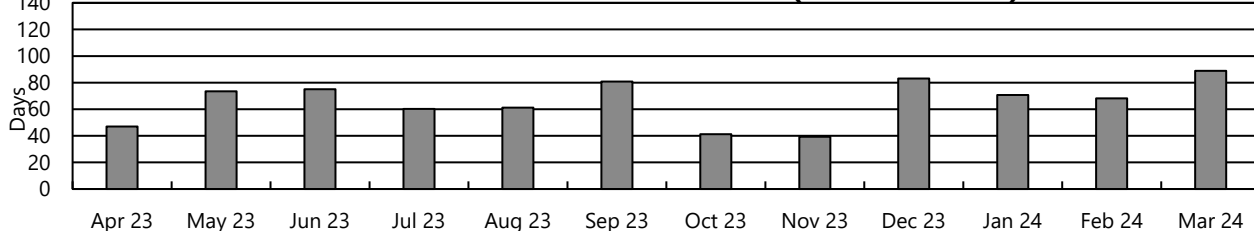
PHA maintenance staff prepare vacant units for re-rental. Agency goals dictate a fiscal year turnover average of 10 days for multifamily and 35 days for public housing. Recent increases in capital funding will allow more renovations in vacant public housing units, which will increase the average completion days.

	<b>Current Year FY24</b>	<b>Previous Year FY23</b>
<b>Data through the end of:</b>	<b>March 2024</b>	<b>March 2023</b>
<b>Multifamily Units Prepared for Re-Rental</b>		
<b>Completed March 2024</b>	<b>53</b>	
Completed Year to Date	622	647
Average Completed per Month YTD	52	54
<b>Average Completion Days YTD</b>	<b>8.90</b>	
<b>Average Completion Hours YTD</b>	<b>28.49</b>	
<b>LIPH Units Prepared for Re-Rental</b>		
<b>Completed March 2024</b>	<b>10</b>	
Completed Year to Date	61	52
Average Completed per Month YTD	5	4
<b>Average Completion Days YTD</b>	<b>69.92</b>	
<b>Average Completion Hours YTD</b>	<b>24.39</b>	

**Vacant Unit Turnaround Time - Multifamily Units**



**Vacant Unit Turnaround Time - LIPH (Scattered Site) Units**



## Vacant Unit Preparation Detail

### Multifamily Units Prepared for Re-Rental (detail)

	Combined RAD Units		
	Units Readied	Average Prep	
		Hours	Days
<b>Apr 23</b>	35	29.16	7.14
<b>May 23</b>	60	27.79	8.86
<b>Jun 23</b>	54	29.99	10.52
<b>Jul 23</b>	48	26.99	9.63
<b>Aug 23</b>	59	27.70	8.45
<b>Sep 23</b>	50	30.13	9.21
<b>Oct 23</b>	51	26.94	8.83
<b>Nov 23</b>	45	29.93	9.36
<b>Dec 23</b>	55	32.69	11.65
<b>Jan 24</b>	65	28.96	9.44
<b>Feb 24</b>	47	26.47	5.83
<b>Mar 24</b>	53	25.15	6.91
<b>YTD Totals</b>	<b>622</b>	<b>28.49</b>	<b>8.90</b>

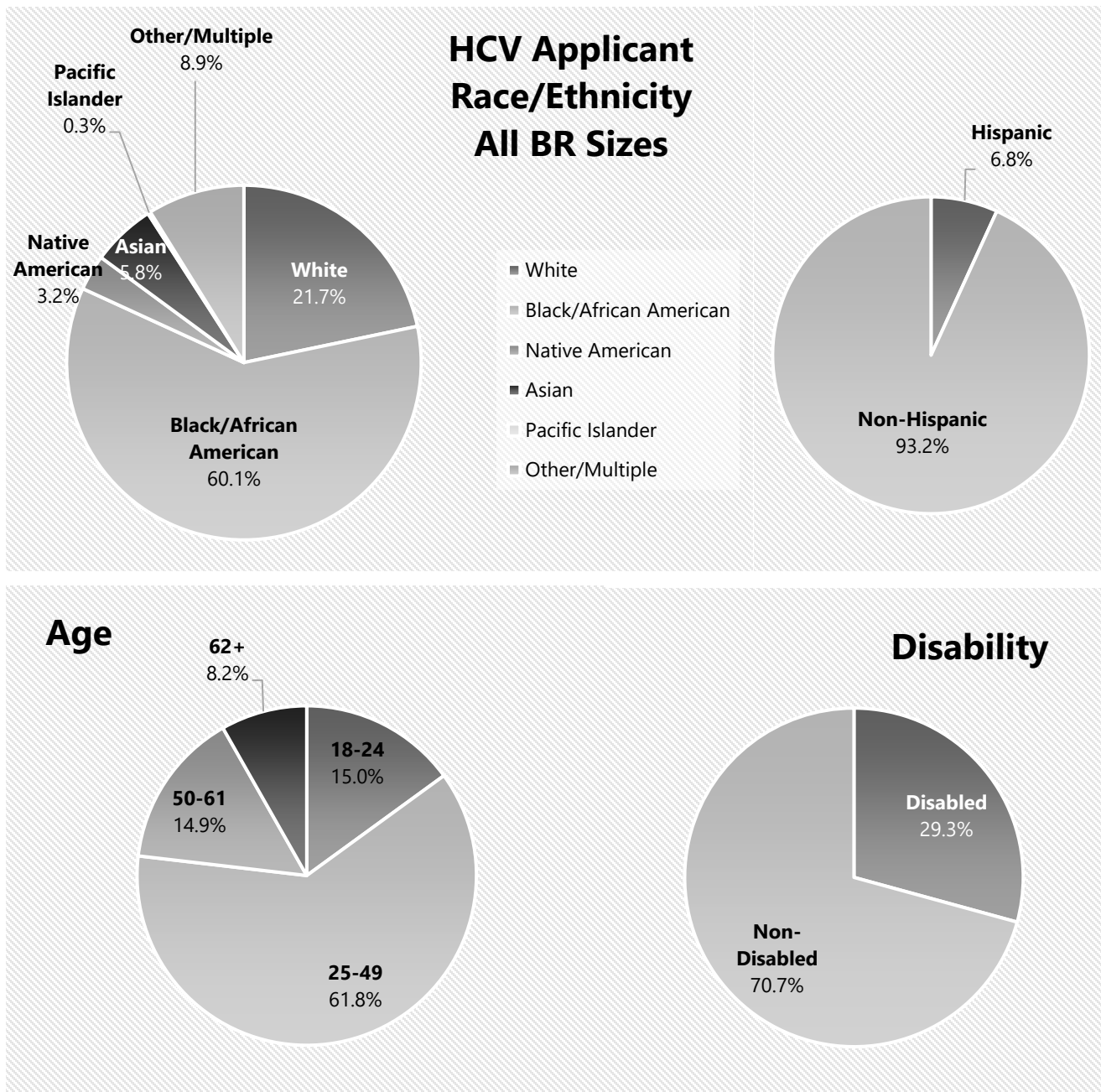
### LIPH Units Prepared for Re-Rental (detail)

	Scattered Sites		
	Units Readied	Average Prep	
		Hours	Days
<b>Apr 23</b>	2	28.38	47.00
<b>May 23</b>	4	34.19	73.50
<b>Jun 23</b>	3	30.83	75.00
<b>Jul 23</b>	5	17.45	60.20
<b>Aug 23</b>	5	29.15	61.20
<b>Sep 23</b>	6	24.38	80.83
<b>Oct 23</b>	5	19.05	41.20
<b>Nov 23</b>	3	27.08	39.33
<b>Dec 23</b>	7	23.39	83.14
<b>Jan 24</b>	6	23.04	70.67
<b>Feb 24</b>	5	25.65	68.20
<b>Mar 24</b>	10	21.56	88.90
<b>YTD Totals</b>	<b>61</b>	<b>24.39</b>	<b>69.92</b>

# HOUSING CHOICE VOUCHER (SECTION 8)

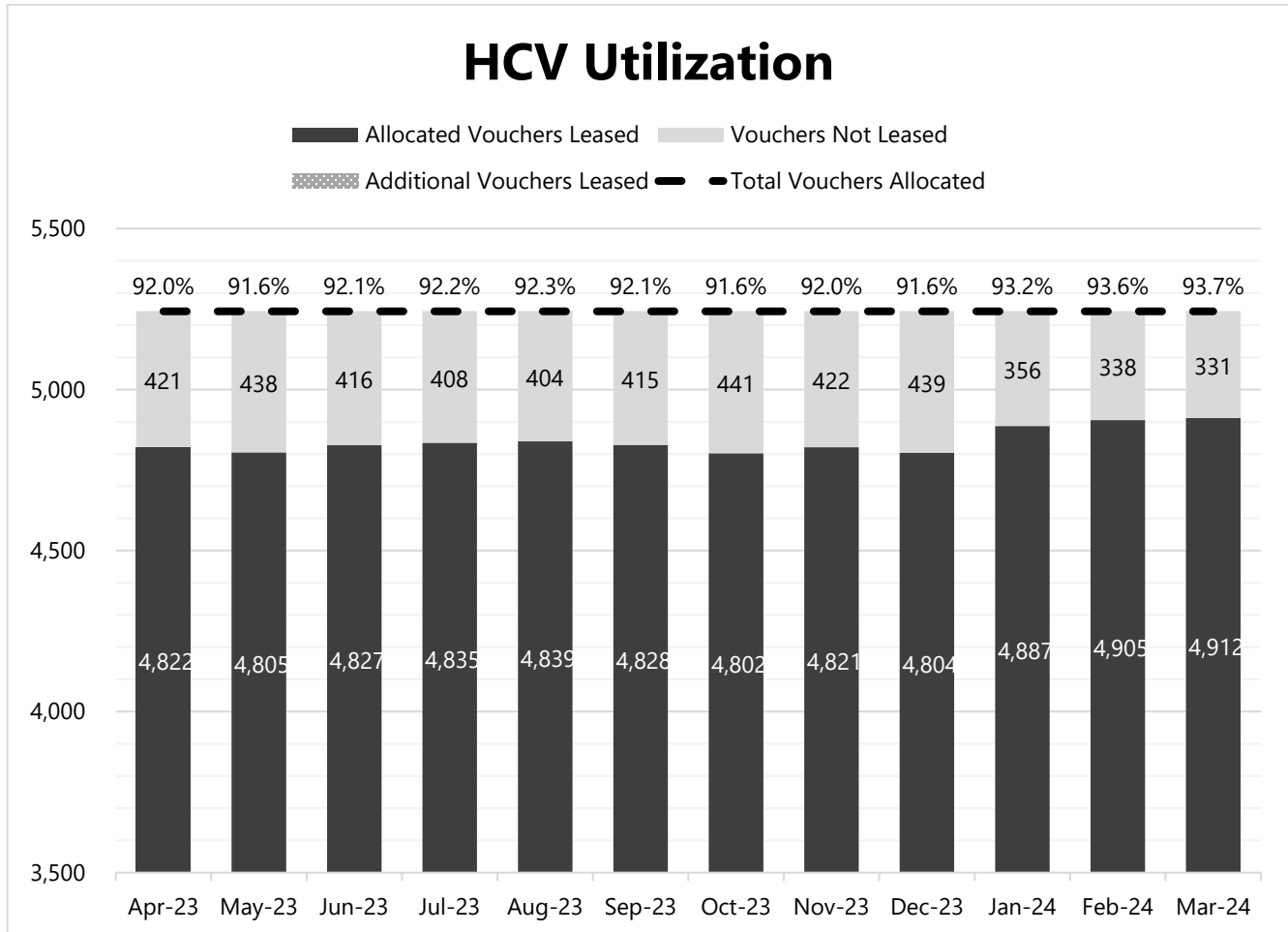
## Waiting List

As of March 31, 2024, there were 1,570 households on the Housing Choice Voucher (HCV) waiting list. The HCV waiting list was open from November 15 through November 21, 2022. During that period the PHA received 6,492 applications from which 2,000 applicants were selected for the waiting list using a lottery system.



# Utilization

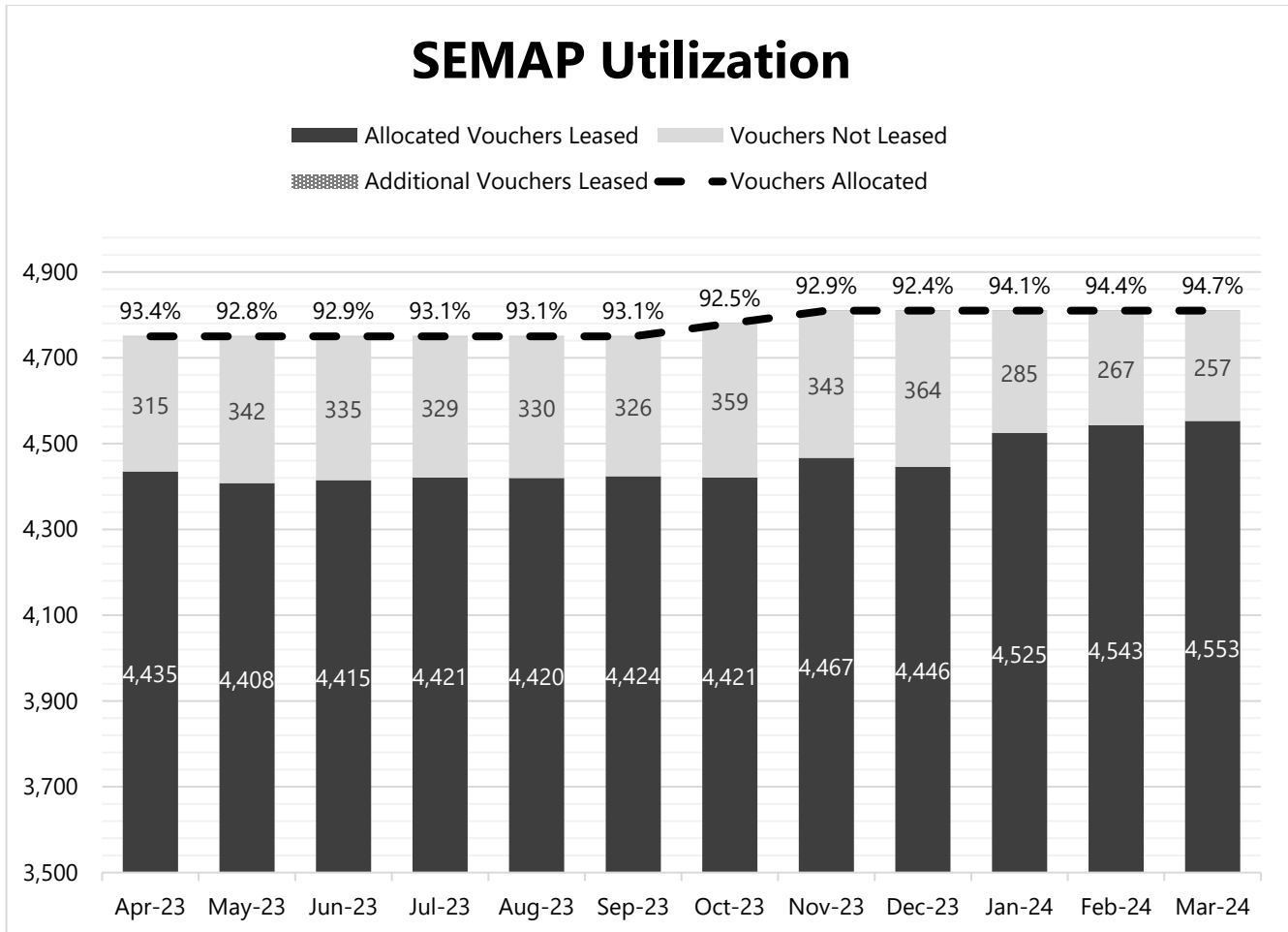
During the month of March, the Housing Choice Voucher Department leased 84 voucher units for a monthly leased/utilization rate of 93.7%. Increases in the number of vouchers leased compared to previous reports are the result of units that were retroactively leased up and paid for the month shown.



	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
Total Vouchers Allocated	5,243	5,243	5,243	5,243	5,243	5,243	5,243	5,243	5,243	5,243	5,243	5,243
Total Vouchers Leased	4,822	4,805	4,827	4,835	4,839	4,828	4,802	4,821	4,804	4,887	4,905	4,912
Allocated Vouchers Leased	4,822	4,805	4,827	4,835	4,839	4,828	4,802	4,821	4,804	4,887	4,905	4,912
Vouchers Not Leased	421	438	416	408	404	415	441	422	439	356	338	331
Additional Vouchers Leased												
<b>Total HCV Utilization</b>	<b>92.0%</b>	<b>91.6%</b>	<b>92.1%</b>	<b>92.2%</b>	<b>92.3%</b>	<b>92.1%</b>	<b>91.6%</b>	<b>92.0%</b>	<b>91.6%</b>	<b>93.2%</b>	<b>93.6%</b>	<b>93.7%</b>

## SEMAP Utilization

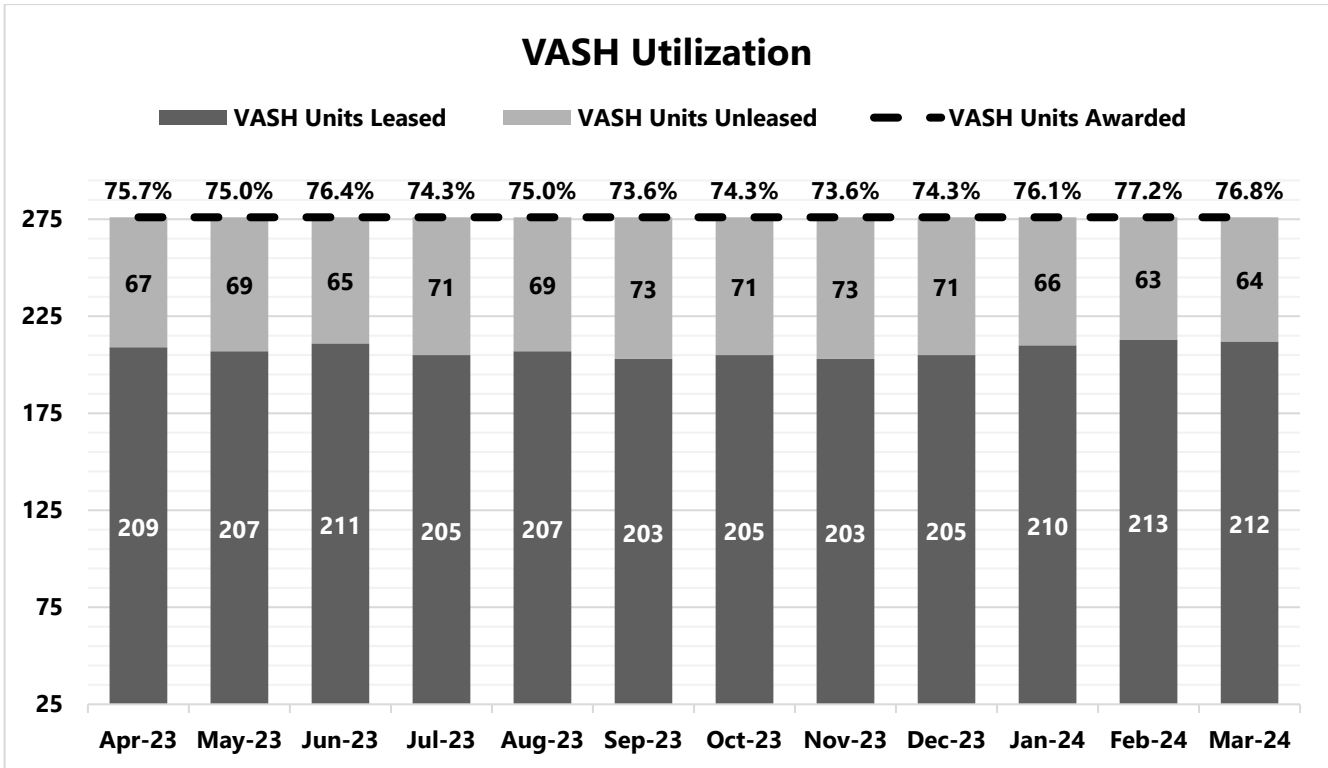
Under the Section 8 Management Assessment Program (SEMAP), unit utilization rates of 98% or higher are considered full performance and contribute to the Agency’s High Performer rating. Spending 98% or more of the authorized funding also counts as full performance. The SEMAP unit utilization rate as of March 1, 2024 was 94.7%, for an overall SEMAP unit utilization rate of 94.4% in 2024.



	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
SEMAP Leased	4,435	4,408	4,415	4,421	4,420	4,424	4,421	4,467	4,446	4,525	4,543	4,553
SEMAP Not Leased	315	342	335	329	330	326	359	343	364	285	267	257
SEMAP Additional Leased												
SEMAP Allocated	4,750	4,750	4,750	4,750	4,750	4,750	4,780	4,810	4,810	4,810	4,810	4,810
<b>SEMAP Utilization</b>	<b>93.4%</b>	<b>92.8%</b>	<b>92.9%</b>	<b>93.1%</b>	<b>93.1%</b>	<b>93.1%</b>	<b>92.5%</b>	<b>92.9%</b>	<b>92.4%</b>	<b>94.1%</b>	<b>94.4%</b>	<b>94.7%</b>

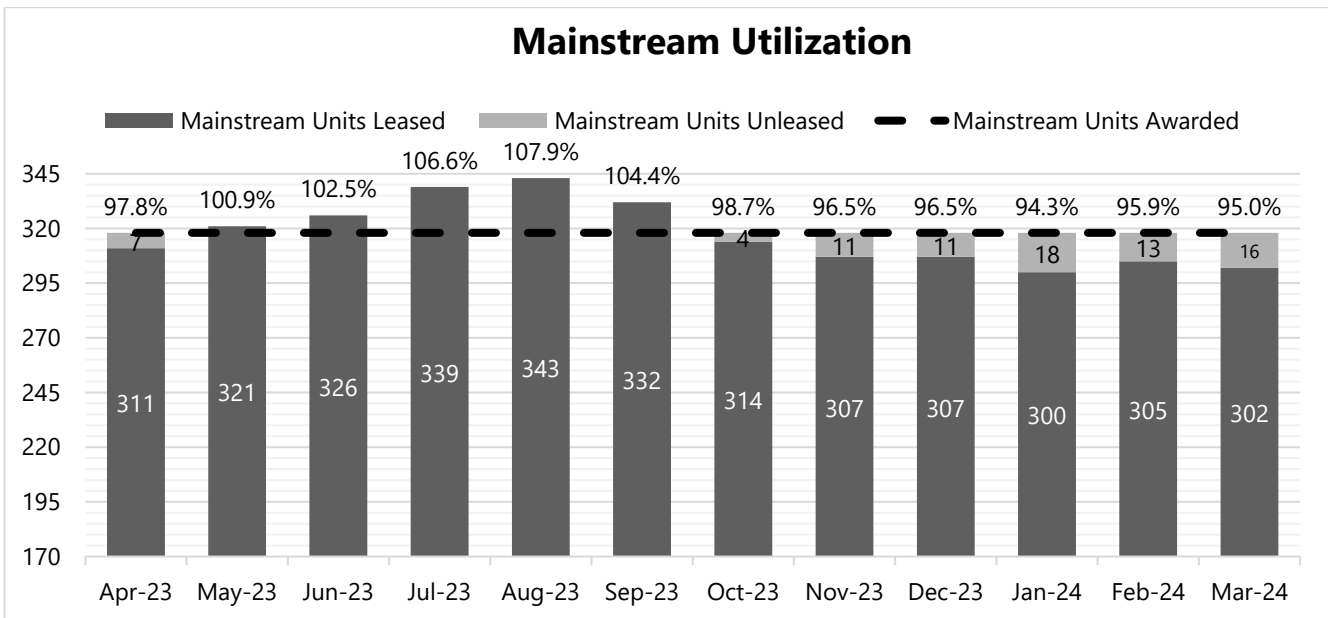
### VASH Utilization

Veterans Affairs Supportive Housing (VASH) vouchers serve homeless veterans. As of March 31, 2024, the PHA has been awarded a total of 276 VASH vouchers. The utilization rate for these vouchers does not factor into the SEMAP utilization rate.



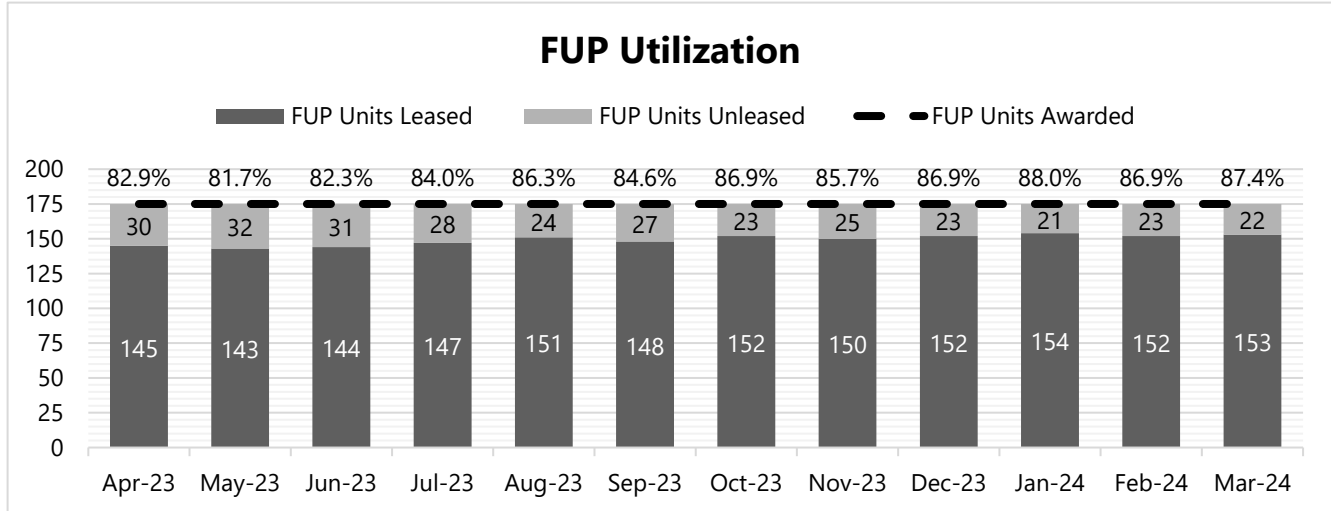
### Mainstream Utilization

Mainstream vouchers assist non-elderly adults with disabilities. As of March 31, 2024, the PHA has been awarded a total of 318 Mainstream vouchers, including 30 awarded in 2022 and 288 awarded in earlier years.



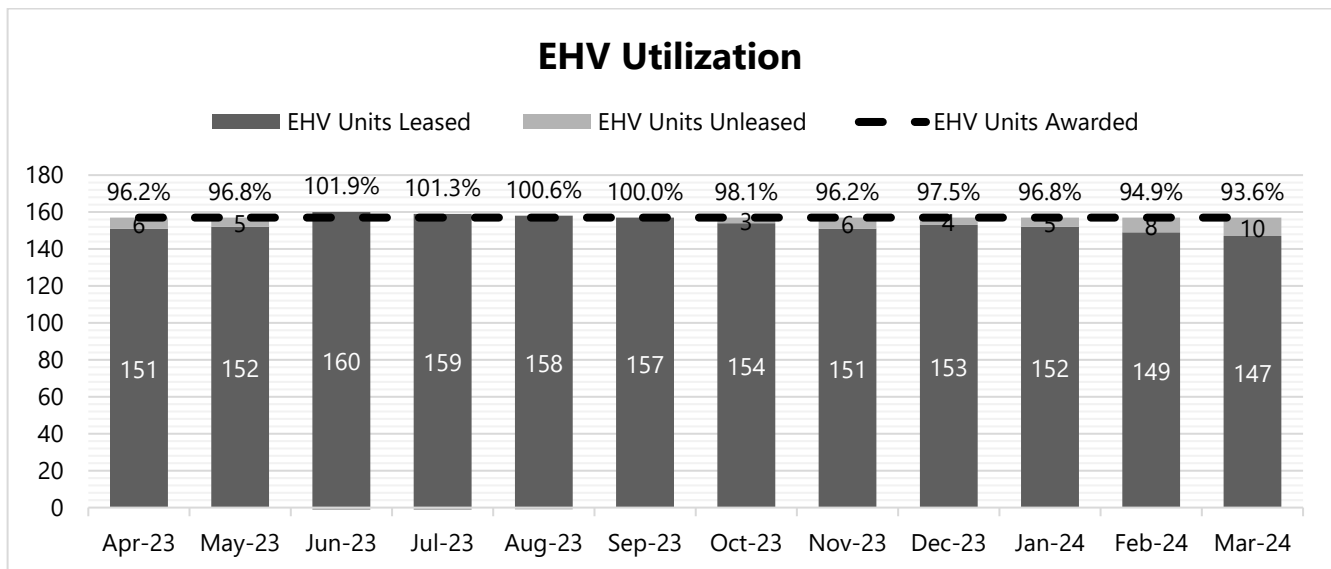
## FUP Utilization

As of March 31, 2024, the PHA has been awarded a total of 175 Family Unification Program (FUP) vouchers. FUP vouchers serve families involved in the child welfare system and youths aging out of foster care. All awarded FUP vouchers are included in SEMAP utilization as of June 1, 2021.



## EHV Utilization

The PHA was awarded a total of 157s Emergency Housing Vouchers (EHVs) in July of 2021. These vouchers serve households that are homeless, at-risk of homelessness, recently homeless, or survivors of domestic violence. The program is administered in partnership with the Continuum of Care (CoC), and all referrals must come from the CoC. EHVs are not time-limited for the households served<sup>1</sup>, however vouchers that are returned to the PHA (through termination or expiration) cannot be re-issued after September 30, 2023.

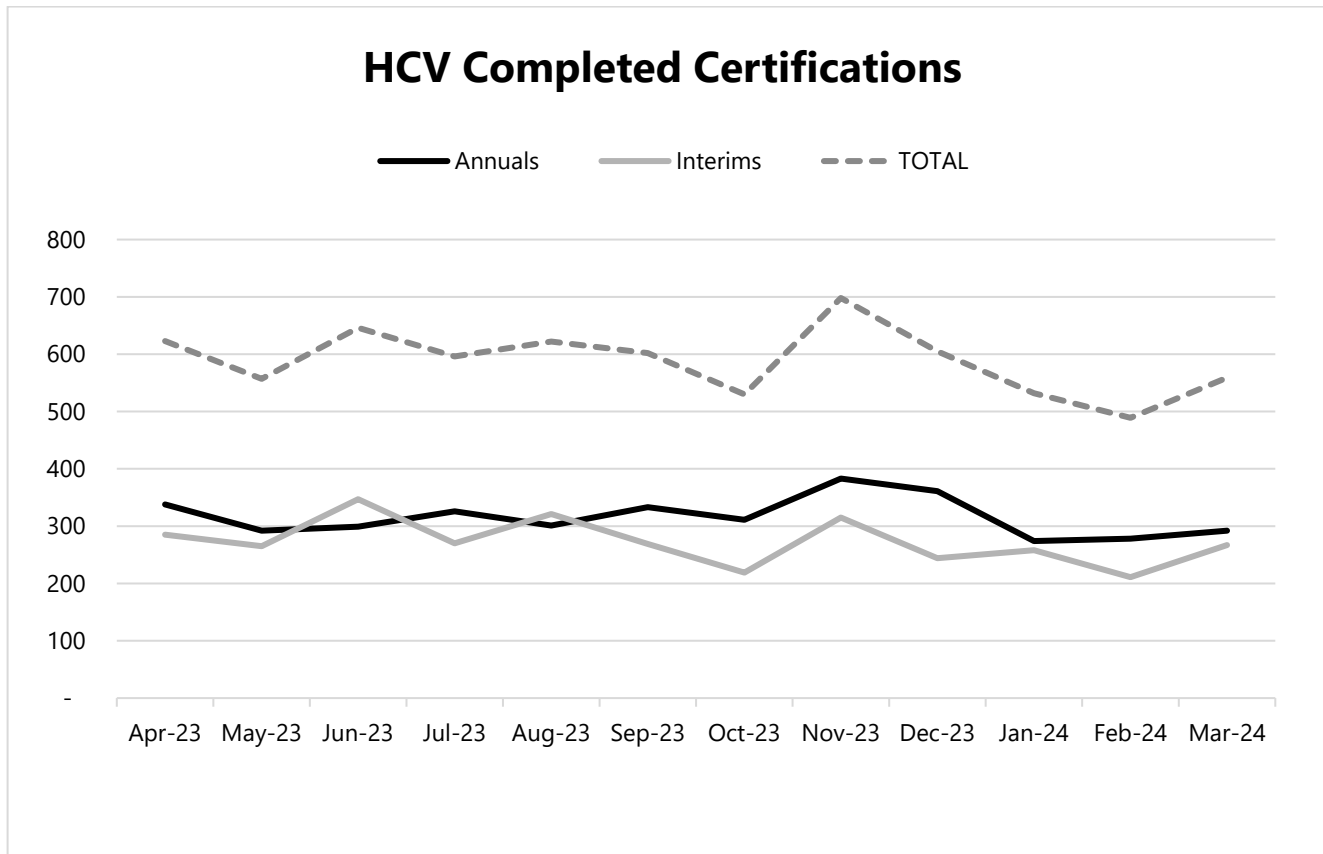


<sup>1</sup> While the American Rescue Plan Act (ARPA) made funding for EHVs available through September 30, 2030, additional funding may be appropriated and, PHA-staff intend to explore options to transition EHV participants to standard Housing Choice Vouchers to prevent them from losing assistance.

# HCV Annual and Interim Recertifications

HCV households must recertify their income and assets annually; interim recertifications are required when household income or composition changes. During the month of March, staff completed 292 annual recertifications and 267 interim recertifications, for a total of 7,059 recertifications completed so far in FY 2024.

	FY 24												FYTD #
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	
<b>Annuals</b>	338	292	299	326	301	333	311	383	361	274	278	292	3,788
<b>Interims</b>	285	265	347	270	321	269	219	315	244	258	211	267	3,271
<b>TOTAL</b>	<b>623</b>	<b>557</b>	<b>646</b>	<b>596</b>	<b>622</b>	<b>602</b>	<b>530</b>	<b>698</b>	<b>605</b>	<b>532</b>	<b>489</b>	<b>559</b>	<b>7,059</b>



# HCV Inspections

Housing Quality Standard (HQS) inspections confirm that subsidized units meet basic standards to ensure the health and safety of program participants. HQS inspectors review for health and safety issues of interior, exterior, and common areas of assisted units. When a participant moves into a new unit, a passed inspection is required before Housing Assistance Payments can begin. Inspections are required annually unless a unit qualifies for biennial status according to the PHA’s policies. The PHA is keeping up to date with all required HCV inspections. The downward trend in numbers is due to several factors, including more HCV units qualifying for biennial inspections, increased use of self-certification following failed initial annual inspections, and lower voucher utilization during the past year (post-pandemic effect and other).

FY 24														
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	12 Month Average	Fiscal YTD
<b>Initial Inspections</b>	238	264	262	244	317	242	287	340	262	253	312	333	<b>280</b>	<b>3354</b>
<b>Re-Inspections</b>	146	152	132	95	178	144	139	123	136	125	137	129	<b>136</b>	<b>1636</b>
<b>Total Inspections</b>	384	416	394	339	495	386	426	463	398	378	449	462	<b>416</b>	<b>4990</b>

