



FY2024 VQ001 Annual Plan – Part 2

FY2024 Annual Plan
Public Comment Period



The Virgin Islands Housing Authority (VIHA) has made considerable progress throughout FY 2023 in support of the Government of the Virgin Islands (GVI) achieving sustainable recovery. Before the hurricanes in 2017, VIHA had over \$200 million in deferred capital improvements to building systems in its inventory of 3,000 units of obsolete public housing. The impact of the hurricanes added another \$240 million in damages to this inventory. In the last five years since the devastating hurricanes, VIHA has aggressively used recovery funding to harden units, replace roofs, building systems, common areas and interior units. Consequently, the most recent hurricane in 2022 resulted in only half a million dollars in damages to the inventory.

In the last two years of the coronavirus pandemic, despite the impact of the coronavirus on operations, the overall health of VIHA continues to be financially strong due to well-managed federal programs and exceptional balance sheet has resulted in five years of 'clean' audits (no findings), positive cash flow, and adequate reserves.

Our short-term plan is to continue to collaborate with VITEMA and other independent agencies to anticipate, prepare and bolster our response to natural disasters to ensure the safety of our residents. Simultaneously, to ensure optimum management capacity, VIHA is aggressively seeking to increase our staffing in a labor-shortage environment. It is imperative to continue to manage the immediate repairs within our obsolete inventory. Increased unit inspections, along with 3rd Party Pre-REAC Inspections, will be implemented this year to ensure we have an accurate account of the health, safety and decency of each resident's living environment. We plan to implement long-term solutions in a changing climate-conscious environment.

Our long-term plan requires permanent solutions that will address inherent problems from the original design of public housing, constructed over 50 years ago that was, poorly designed, cheaply built and inadequately financed for building systems replacement. Accordingly, VIHA's comprehensive solution is to reposition the aged public housing portfolio with a strategy that will solve all the above issues and concerns.

Through this long-term planning, new opportunities will begin to arise in FY2024 for residents in the areas of homeownership, relocation, site-based waiting lists, project and Resident-based vouchers and implementation of a new Bright Path for resident services.

VIHA's \$1 billion dollar plan is in its 3rd year of implementation and the estimated cost has increased to \$2 Billion. The Repositioning & Redevelopment Plan incorporates the general demographic trends, from the census and waiting list, of smaller families which dictates a lower number of bedrooms that accommodates one, two and three bedrooms on average. Larger families will be accommodated with the flexibility of Vouchers. VIHA is expanding the management capacity of its Housing Choice Voucher Program to facilitate and increase reliance on Vouchers for short-term relocation and permanent housing as HUD aggressively implements its Rental Assistant Demonstration (RAD) program nationwide.

The Virgin Islands Housing Authority (VIHA) has made revisions to its Public Housing Annual Agency Plan for FY 2024 in the following areas highlighted below:

Section B1: Annual Plan Elements:

Housing Needs and Strategy for Addressing Housing Needs

In 2018, 2019 and 2022, VIHA commissioned the Urban Land Institute (ULI) to assist in coordinating Advisory Service Panels to obtain input from diverse stakeholders in the territory to ensure a cross section of voices and ideas are included in our Redevelopment Plan. Subsequent to the ULI meetings, VIHA has increased stakeholder meetings to further solicit feedback on the impact the Plan would have on schools, transportation, community policing, jobs, and ancillary services. VIHA has aggressively advocated for the expansion of its Housing Choice Voucher Program and the opportunity to address our housing needs through landlord participation by leasing to families on our waiting list. In fact, VIHA will employ a two-month rent incentive for landlords to provide units for leasing. VIHA also strongly supports the Virgin Islands Housing Finance Authority's Rental Rehabilitation and Reconstruction Program to fund repairs of hurricane-damaged dwelling units to make available for applicants on our Voucher waiting list.

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

VIHA has reviewed relevant data from the Territory's Consolidated Plan and Housing Demand Study, our Public Housing and Housing Choice waiting lists, as well as our current resident demographics, to determine the level of deconcentration needed to balance the income levels in our portfolio. As a result, VIHA has determined that the current percentage of waiting list applicants and current resident percentage of extremely low-income households are just slightly above, and below 80% which presents a significant challenge to deconcentrate the public housing inventory. The HUD goal of de-concentration of poverty is admirable but is impractical to achieve when there is an abundance of very low and extremely low-income individuals as the source for families to be housed. However, through screening, VIHA will work to balance incomes in new or rehabilitated communities with a diversity of household incomes. The most promising way to achieve diversity of income levels is to increase efforts for job creation for individuals in the household. VIHA is working with the Department of Labor (Skills for Today) to increase the availability of training for jobs. The following waiting list data for St. Thomas shows that 81% of families have extremely low income. Similarly, the waiting list data for St. Croix shows that 73% of families have extremely low income. Thus, deconcentration is unattainable without job creation.

**Combined Housing Needs of Families on the Waiting List
(As of June 23, 2023)**

Waiting List Data – Section 8		
	# of families	% of total families
Waiting List Total	838	
Extremely low income <=30% AMI	615	73.39%
Very low income (>30% but <=50% AMI)	161	19.21%
Low income (>50% but <80% AMI)	54	6.44%
Not Low	8	0.95%
Families with Elderly	78	9.31%
Families with Disabilities	6	0.72%
Families with Children	463	55.25%
Waiting List Population Breakdown		
Population Total	2,088	
Race/ethnicity - White	233	11.16%
Race/ethnicity - Black/African Native	1,321	63.27%
Race/ethnicity - Amer Ind/Alaska Native	4	0.19%
Race/ethnicity - Asian	1	0.05%
Race/ethnicity - Nat. Hawaiian/Pacific	5	0.24%
Race/ethnicity - Other	292	13.98%
Race/ethnicity - Declined	232	11.11%

Waiting List Data – HCVP Project Based (PB) St. Thomas		
	# of families	% of total families
Waiting List Total	697	
Extremely low income <=30% AMI	477	68.44%
Very low income (>30% but <=50% AMI)	151	21.66%
Low income (>50% but <80% AMI)	64	9.18%
Not Low	5	0.72%
Families with Elderly	97	13.92%
Families with Disabilities	21	3.01%
Families with Children	285	40.89%

Waiting List Population Breakdown		
Population Total	1267	
Race/ethnicity - White	70	5.52%
Race/ethnicity - Black/African Native	980	77.35%
Race/ethnicity - Amer Ind/Alaska Native	10	0.79%
Race/ethnicity - Asian	4	0.32%
Race/ethnicity - Nat. Hawaiian/Pacific	2	0.16%
Race/ethnicity - Other	93	7.34%
Race/ethnicity - Declined	108	8.52%

Waiting List Data – Sugar Estate PB		
	# of families	% of total families
Waiting List Total	29	
Extremely low income <=30% AMI	23	79.31%
Very low income (>30% but <=50% AMI)	5	17.24%
Low income (>50% but <80% AMI)	0	0.00%
Not Low	1	3.45%
Waiting List Population Breakdown		
Population Total	32	
Race/ethnicity - White	1	3.13%
Race/ethnicity - Black/African Native	27	84.38%
Race/ethnicity - Amer Ind/Alaska Native	0	0.00%
Race/ethnicity - Asian	0	0.00%
Race/ethnicity - Nat. Hawaiian/Pacific	0	0.00%
Race/ethnicity - Other	0	0.00%
Race/ethnicity - Declined	4	12.50%

Waiting List Data – HCVP PB St. Croix		
	# of families	% of total families
Waiting List Total	54	
Extremely low income <=30% AMI	40	74.07%
Very low income (>30% but <=50% AMI)	10	18.52%
Low income (>50% but <80% AMI)	3	5.56%
Not Low	1	1.85%
Waiting List Population Breakdown		
Population Total	130	
Race/ethnicity - White	2	1.54%
Race/ethnicity - Black/African Native	98	75.38%
Race/ethnicity - Amer Ind/Alaska Native	1	0.77%
Race/ethnicity - Asian	0	0.00%
Race/ethnicity - Nat. Hawaiian/Pacific	0	0.00%
Race/ethnicity - Other	21	16.15%
Race/ethnicity - Declined	8	6.15%
Families with Elderly	4	7.41%
Families with Disabilities	0	0.00%
Families with Children	37	68.52%

Waiting List Data – St. Croix Louis E. Brown I PB		
	# of families	% of total families
Waiting List Total	1633	
Extremely low income <=30% AMI	1162	71.16%
Very low income (>30% but <=50% AMI)	280	17.15%
Low income (>50% but <80% AMI)	164	10.04%
Not Low	27	1.65%
Waiting List Population Breakdown		
Families with Elderly	161	9.86%
Families with Disabilities	37	2.27%
Families with Children	756	46.30%

Waiting List Population Breakdown		
Population Total	3359	
Race/ethnicity - White	87	2.59%
Race/ethnicity - Black/African Native	2727	81.18%
Race/ethnicity - Amer Ind/Alaska Native	20	0.60%
Race/ethnicity - Asian	6	0.18%
Race/ethnicity - Nat. Hawaiian/Pacific	4	0.12%
Race/ethnicity - Other	106	3.16%
Race/ethnicity - Declined	409	12.18%

Waiting List Data – St. Croix Louis E. Brown II PB		
	# of families	% of total families
Waiting List Total	8	
Extremely low income <=30% AMI	8	100.00%
Very low income (>30% but <=50% AMI)	0	0.00%
Low income (>50% but <80% AMI)	0	0.00%
Not Low	0	0.00%
Families with Elderly	3	37.50%
Families with Disabilities	0	0.00%
Families with Children	4	50.00%

Waiting List Population Breakdown		
Population Total	16	
Race/ethnicity - White	2	12.50%
Race/ethnicity - Black/African Native	10	62.50%
Race/ethnicity - Amer Ind/Alaska Native	0	0.00%
Race/ethnicity - Asian	0	0.00%
Race/ethnicity - Nat. Hawaiian/Pacific	0	0.00%
Race/ethnicity - Other	2	12.50%
Race/ethnicity - Declined	2	12.50%

Waiting List Data – St. Croix Louis E. Brown III PB

	# of families	% of total families
Waiting List Total	788	
Extremely low income <=30% AMI	554	70.30%
Very low income (>30% but <=50% AMI)	139	17.64%
Low income (>50% but <80% AMI)	81	10.28%
Not Low	14	1.78%
Families with Elderly	83	10.53%
Families with Disabilities	17	2.16%
Families with Children	319	40.48%

Waiting List Population Breakdown

Population Total	16	
Race/ethnicity - White	2	12.50%
Race/ethnicity - Black/African Native	10	62.50%
Race/ethnicity - Amer Ind/Alaska Native	0	0.00%
Race/ethnicity - Asian	0	0.00%
Race/ethnicity - Nat. Hawaiian/Pacific	0	0.00%
Race/ethnicity - Other	2	12.50%
Race/ethnicity - Declined	2	12.50%

Waiting List Data – St. Thomas

	# of families	% of total families
Waiting List Total	397	
Extremely low income <=30% AMI	323	81.36%
Very low income (>30% but <=50% AMI)	47	11.84%
Low income (>50% but <80% AMI)	25	6.30%
Not Low	2	0.50%
Families with Elderly	75	18.89%
Families with Disabilities	41	10.33%
Families with Children	124	31.23%

Waiting List Population Breakdown		
Population Total	692	
Race/ethnicity - White	7	1.01%
Race/ethnicity - Black/African Native	467	67.49%
Race/ethnicity - Amer Ind/Alaska Native	1	0.14%
Race/ethnicity - Asian	2	0.29%
Race/ethnicity - Nat. Hawaiian/Pacific	1	0.14%
Race/ethnicity - Other	4	0.58%
Race/ethnicity - Declined	210	30.35%
Characteristics by Bedroom Size (Public Housing Only)		
Total Bedroom Size	397	
1BR	253	63.73%
2 BR	91	22.92%
3 BR	36	9.07%
4 BR	14	3.53%
5 BR	3	0.76%

Waiting List Data – St. Croix		
	# of families	% of total families
Waiting List Total	540	
Extremely low income <=30% AMI	442	81.85%
Very low income (>30% but <=50% AMI)	69	12.78%
Low income (>50% but <80% AMI)	28	5.19%
Not Low	1	0.19%
Families with Elderly	85	15.74%
Families with Disabilities	13	2.41%
Families with Children	158	29.26%

Waiting List Population Breakdown		
Population Total	892	
Race/ethnicity - White	6	0.67%
Race/ethnicity - Black/African Native	838	93.95%
Race/ethnicity - Amer Ind/Alaska Native	2	0.22%
Race/ethnicity - Asian	1	0.11%
Race/ethnicity - Nat. Hawaiian/Pacific	0	0.00%
Race/ethnicity - Other	2	0.22%
Race/ethnicity - Declined	43	4.82%
Characteristics by Bedroom Size (Public Housing Only)		
Total Bedroom Size	540	
1BR	342	63.33%
2 BR	140	25.93%
3 BR	43	7.96%
4 BR	13	2.41%
5 BR	2	0.37%

Waiting List Data – St. Croix Louis E. Brown I		
	# of families	% of total families
Waiting List Total	550	
Extremely low income <=30% AMI	493	89.64%
Very low income (>30% but <=50% AMI)	40	7.27%
Low income (>50% but <80% AMI)	14	2.55%
Not Low	3	0.55%
Families with Elderly	59	10.73%
Families with Disabilities	4	0.73%
Families with Children	188	34.18%

Waiting List Population Breakdown		
Population Total	1021	
Race/ethnicity - White	9	0.88%
Race/ethnicity - Black/African Native	878	85.99%
Race/ethnicity - Amer Ind/Alaska Native	3	0.29%
Race/ethnicity - Asian	0	0.00%
Race/ethnicity - Nat. Hawaiian/Pacific	1	0.10%
Race/ethnicity - Other	44	4.31%
Race/ethnicity - Declined	86	8.42%
Characteristics by Bedroom Size (Public Housing Only)		
Total Bedroom Size	550	
1BR	338	61.45%
2 BR	115	20.91%
3 BR	93	16.91%
4 BR	4	0.73%
5 BR	0	0.00%

Waiting List Data – St. Croix Louis E. Brown II

	# of families	% of total families
Waiting List Total	91	
Extremely low income <=30% AMI	76	83.52%
Very low income (>30% but <=50% AMI)	13	14.29%
Low income (>50% but <80% AMI)	2	2.20%
Not Low	0	0.00%
Families with Elderly	90	98.90%
Families with Disabilities	2	2.20%
Families with Children	0	0.00%

Waiting List Population Breakdown

Population Total	105	
Race/ethnicity - White	5	4.76%
Race/ethnicity - Black/African Native	57	54.29%
Race/ethnicity - Amer Ind/Alaska Native	0	0.00%
Race/ethnicity - Asian	0	0.00%
Race/ethnicity - Nat. Hawaiian/Pacific	0	0.00%
Race/ethnicity - Other	18	17.14%
Race/ethnicity - Declined	25	23.81%

Characteristics by Bedroom Size (Public Housing Only)

Total Bedroom Size	91	
1BR	0	0.00%
2 BR	91	100.00%
3 BR	0	0.00%
4 BR	0	0.00%
5 BR	0	0.00%

AMP Number	Development Name	Number of Occupied Units	Average Income As of 06/12/2023	Ave Br Calc	Development Average Income Divided by BR Factor	PHA Wide 85% - 115% Percentage relative to EIR	Acceptable Justification
St. Thomas							
VQ001000011	Oswald E. Harris Court	284	\$ 22,866	1.13	\$ 20,284	100%	
VQ001000013	Estate Bovoni Apartments	342	\$ 22,249	1.11	\$ 20,024	99%	
VQ001000014	Paul M. Pearson Gardens	117	\$ 23,494	1.03	\$ 22,840	113%	
VQ001000014	H. H. Bergs Homes	50	\$ 24,805	1.03	\$ 24,200	119%	Combined EIR is 86.5% which is within the required percentage
VQ001000014	Addition to Bergs Homes	24	\$ 13,089	1.20	\$ 10,892	54%	
VQ001000014	Lucinda A. Millin Home	85	\$ 12,178	0.72	\$ 16,887	83%	96% of the residents are Elderly and/or Disabled.*
VQ001000015	Michael J. Kirwan Terrace	120	\$ 27,340.79	1.20	\$ 22,849.05	113%	
VQ001000015	The Knolls at Contant	94	\$ 34,184.48	1.15	\$ 29,711.89	146%	This development has a low turnover rate. 49% of the HOH are unemployed. 78% of the HOH is female. 34% are 0 Rent.*

* Data as per VIHA's January 20223 Community Profile Report.

Average BR Calculation Factor - The calculation is based on PIH Notice Notices: PIH 2001-4 (HA). The bedroom adjustment factor based on national rent averages for units grouped by the number of bedrooms, and which has been used by HUD to adjust for costs of units when the number of bedrooms vary. The bedroom adjustment factor is the unit-weighted average of the distribution. If a PHA average incomes above or below 85% to 115% of the average incomes for each development, the PHA must provide an explanation/justification for the percentage range.

EIR = Established Income Range - Based on 24 CFR Part 903 Public Housing Agency Plans: Deconcentration Amendments to Established Income Range Definition; Proposed Rule (b), PHA shall determine whether each of its covered developments falls above, within or below the Established Income Range. The Established Income Range is 85 percent of the average family income to the greater of either 115 percent (inclusive of 85 percent and 115 percent) of the PHA-wide average income for covered developments as defined in Step 1 or an average family income at which a family would be defined as an extremely low-income family under 24 CFR 5.603.

AMP Number	Development Name	Number of Occupied Units	Average Income As of 06/12/2023	Ave Br Calc	Development Average Income Divided by BR Factor	PHA Wide 85% - 115% Percentage relative to EIR	Acceptable Justification
St. Croix							
VQ001000021	D. Hamilton Jackson Terrace	90	\$ 15,576.48	1.03	\$ 15,147.30	110%	
VQ001000021	Alphonso "Piggy" Gerard Complex	21	\$ 21,229.19	1.14	\$ 18,575.54	135%	52% of HOH is unemployed. 83% HOH is female. Site transitioning to the Rental Assistance Demonstration Program (RAD).
VQ001000022	John F. Kennedy Terrace	68	\$ 15,036.04	1.10	\$ 13,619.97	99%	
VQ001000022	Joseph E. James Terrace	34	\$ 9,243.41	1.25	\$ 7,394.73	54%	97% elderly/disabled. 975 unemployed.
VQ001000023	Aureo Diaz Heights	98	\$ 11,327.12	1.10	\$ 10,314.61	75%	53% of HOH is unemployed. 69% HOH is female and 54% are 0 rent.
VQ001000023	Mount Pleasant	43	\$ 12,436.60	0.92	\$ 13,521.47	99%	
VQ001000023	Candido R. Guadalupe Terrace	87	\$ 11,706.48	1.13	\$ 10,403.11	76%	48% of HOH unemployed. 82% of HOH is female and 64% of HOH are 0 Rent.
VQ001000024	Marley Homes	31	\$ 15,000.35	1.17	\$ 12,827.89	94%	
VQ001000024	Addition to Marley Homes	56	\$ 14,812.52	1.13	\$ 13,156.24	96%	
VQ001000025	Williams' Delight Villas	102	\$ 18,367.89	1.15	\$ 16,013.03	117%	Although a 5(h) homeownership site, 51% of HOH is unemployed, 80% of HOH is

							female, 38% HOH are 0 rent and 39% of HOH is elderly/disabled.
VQ001000025	Wilfred Pedro Homes	93	\$ 8,719.82	0.85	\$ 10,258.61	75%	84% of HOH is elderly/disabled. 85% of HOH are unemployed. 58% of HOH are 0 rent.
VQ001000026	Louis E Brown I Redevelopment	72	\$ 15,293.28	0.85	\$ 17,992.09	109%	
VQ001000027	Louis E Brown II Redevelopment	9	\$ 11,351.89	0.85	\$ 13,355.16	97%	

* Data as per VIHA's January 20223 Community Profile Report.

Based on the analysis of June 12, 2023, income levels at 21 developments within VIHA. Only nine sites fell within the range of 85% to 115%. The remaining 12 sites fall above or below the requirement. The "Acceptable Justification" for each development provided justifies the issues that are affecting each site. VIHA will continue to monitor this on a quarterly basis and work with partnering agencies to develop a plan to correct many of the issues.

St. Croix			St. Thomas			Combined		
Below 85%	Over 115%	Within Range	Below 85%	Over 115%	Within Range	Below 85%	Over 115%	Within Range
4	2	7	2	2	4	6	4	11

Financial Resources

VIRGIN ISLANDS HOUSING AUTHORITY		
Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2023 grants)		
a) Public Housing Operating Fund (2023) projected	\$18,919,581	Public Housing Operations
b) Public Housing Capital Fund	\$0	Public Housing Modernization and Development
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance (FY 2023 Projected)	\$16,411,588	Housing Choice Voucher HAP (\$14,481,307) and Admin Operations (\$1,930,251)
f) Resident Opportunity and Self-Sufficiency Grants	\$98,883	Resident Services Program Support
Other Federal Grants (list below)		
Mainstream Vouchers	\$97,212	
Foster Youth To Independence (FYI)	\$130,517	
Emergency Housing Vouchers (EHV)	\$659,751	
Single Room Occupancy (SRO) Vouchers	\$45,539	Housing Choice Voucher -Rehabilitation Program HAP and Admin Operations
Shelter Care (SC) Vouchers	\$0	Housing Choice Voucher – Shelter Care HAP And Admin Operations
Community Development Block Grant - Disaster Recovery (CDBG-DR)	\$56,650,000	Walter IM Hodge Revitalization and Donoe Redevelopment Projects
FEMA Public Assistance	\$238,000,000	Grant Funding for repairs, demolition and replacement of hurricane-damaged properties awarded to VIHA from FEMA
FEMA Hazard Mitigation Grant Program	\$26,000,000	FEMA Grant Funding awarded to VIHA to provide additional hazard mitigation and resiliency to the Walter IM Hodge Revitalization, Marley Headstart Bldg. and Oswald Harris Court Wind Retrofit
2. Prior Year Federal Grants (unobligated funds only) (list below)		
US Dept of Labor Youth Build	\$0	Affordable Housing/ Supportive Services
3. Capital Fund Grants		
CFP 2023	\$10,888,276	Public Housing Modernization
CFP 2022	\$4,165,530	Public Housing Modernization
CFP 2021	\$271,531	Public Housing Modernization
CFP 2020	\$131,917	Public Housing Modernization
CFP 2019	\$89,076	Public Housing Modernization
4. Replacement Housing Grants		
2016-1	\$0	PH Replacement Housing/Vacancy Rehab
2015-1	\$0	PH Replacement Housing/Vacancy Rehab
5. Public Housing Dwelling Rental Income	\$3,425,583	Public Housing Operations
6. Other income (list below)		
Bad Debt Collection	\$48,000	Public Housing Operations
Interest	\$61,000	Public Housing Operations
7. Non-federal sources (list below)		
Local—Youth Academics	\$0	Supportive Services
Local - Youth Build	\$0	Supportive Services
8. Non-Federal Sources (other)		
Developer Fee	\$0	Affordable Housing Development
Total Resources	\$376,093,984	

Operation and Management

The Virgin Islands Housing Authority will move to quarterly inspections for all public housing units. This will assist in minimizing the turnaround days once the unit becomes vacant. Additionally, the frequency of the inspections will help minimize the amount of open work orders the unit generates as many of the deficiencies will be captured and resolved during the scheduled inspection.

Additionally, the Department of Asset Management is looking to implement various software systems such as text box to its housing software, as well as programs that allow for on-line recertification processes by January 1, 2024. The text box system provides email and voice messaging as a means to communicate important information quickly. The text box system allows for the property management team to notify residents via text messages about warnings, upcoming events, and meeting updates. The identified software system will also allow prospective applicants to be able to make changes to their accounts to update information as needed. This will give residents more flexibility in submitting their re-certifications.

Rent Determination – (Housing Opportunity Through Modernization Act of 2016 (HOTMA))

Under HOTMA, when a household's income exceeds 120 percent (120%) of Area Median Income (AMI) for twenty-four (24) consecutive months, housing authorities have the option to either evict them or offer them a new lease with the rent being the greater of the Fair Market Rent (FMR) or an amount of monthly subsidy for their unit including amounts from the operating and capital fund (the subsidy amount). VIHA has chosen to allow these households to remain in public housing, paying higher rent. HUD finalized HOTMA rulemaking in 2023 to put Sections 102, 103, and 104 into effect through revisions to HUD's regulations found in 24 CFR Part 5 and 24 CFR Part 891. The effective date of the HOTMA provisions will be January 1, 2024. Owners may not implement these provisions prior to their effective dates.

HUD delayed compliance for Sections 102 and 104 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA) Final Rule until January 1, 2025, although PHAs will still need to update the Admin Plans and ACOPs by January 1, 2024.

Grievance Procedures

HEARING OFFICER

1. The Department of Asset Management has solicited Requests for Proposals for qualified neutral third-party hearing officers through the Procurement Division of the Virgin Islands Housing Authority, in accordance with Virgin Islands Housing Authority procurement requirements. Two vendors were selected during the process.
2. For all hearings, the Hearing Officer will consist of a neutral third-party hearing officer.

Revision of the Admissions and Continued Occupancy Policy (ACOP) and Dwelling Lease

Currently, the ACOP has the following language relative to security deposits for the apartment units: The Resident shall pay a security deposit at the time of leasing. For new Residents, the security deposit shall be Two Hundred Five Dollars (\$205.00). The Resident may pay the security deposit in one lump sum or spread it over three (3) payments during the first three (3) months of tenancy. Pet deposits are in addition to the security deposit and must be paid in accordance with this policy. 24 CFR § 966.4(b) (5).

The new security deposit amount is proposed to be at minimum \$500 or the cost of one month's rent, whichever is greater. Imposing a higher deposit assist with the increasing cost of unit turns and assists in deterring residents from damaging the units beyond normal wear and tear.

Proposed Housekeeping Standards Policy

To improve the livability and conditions of the dwellings owned by the Virgin Islands Housing Authority (VIHA), uniform standards for resident housekeeping have been developed for all resident households. The Housekeeping Standards will be applied fairly and uniformly to all Residents. The method to do this will include interaction with the Resident Wellness & Empowerment (RWE) Division, Virgin Islands Housing Authority (VIHA) Manager(s) and the resident. Residents are required to abide by the standards set forth.

Residents may be required to pay fines and face eviction due to housekeeping violations. Residents will be given a reasonable amount of time to rectify any violations.

1. The resident is responsible for keeping the unit and area in the same condition as at move-in, excluding what is generally considered normal wear and tear.
2. The VIHA will not be liable for damages caused by the criminal acts of the resident, the resident's guests, invitees, or other people.
3. The VIHA will collect the reasonable cost of repairs from the Resident for any damages caused by the Resident, family or household members, Resident's pet(s), guests, or other person under the Resident's control. The reasonable cost of the repairs shall be charged to the Resident and, in cases of severe damage, may result in the eviction of the household.

A. RESIDENT'S OBLIGATIONS

Every member of the Resident's household is jointly and severally obligated to abide by the Housekeeping Standards to:

1. Keep their unit and Community clean, safe, and sanitary.
2. Use the electrical, plumbing, heating, and other major systems in the unit and the Community reasonably, safely, and sanitary.
3. Not make vehicle repairs or park inoperable, unlicensed, uninsured, or junk vehicles in or around the Community.
4. Promptly report any problems with major systems, excessive damage, and safety devices.
5. Not dispose of vehicle batteries, tires, or hazardous materials in or around the Community.
6. Use containers (chosen or approved by VIHA) to dispose of garbage, trash, oil, and ashes from the resident's unit in a sanitary and safe manner.
7. Pay reasonable charges for repairs to a resident's unit or Community that are beyond normal "wear and tear" and caused by Resident household members, visitors, guests, and invitees.

Inside of Unit:

- a. The unit is clean and free of dirt or grease.
- b. Excessive mildew and mold have been removed.
- c. Floors are clean, dry, and hazard-free.
- d. Trash is securely bagged, disposed of properly, and not left in the unit.

- e. Storage and cleanliness do not contribute to rodent or insect infestations.
- f. The kitchen is grease- and spilled food-free.
- g. Appliances are clean and in working condition.
- h. Cabinets are clean, neat, and not overloaded.
- i. Stove is clean and free of grease.
- j. The refrigerator is clean and defrosted regularly.
- k. No flammable materials are stored in the unit.
- l. Entrance, hallways, and exit pathways provide clear access and are free of blockage.
- m. Toilets and tanks are clean and odor free.
- n. Tub, sink, and shower are clean and free of mildew and mold.
- o. Exhaust fans are free of dust.
- p. All closets are neat and clean.
- q. Storage areas are clean, neat, and free of hazards.

Outside Unit and Community:

The following standards apply to family and scattered site development only; some standards apply only when the area noted is for the exclusive use of the resident.

- a. Yards: These shall be free of debris, trash, toys, non-powered vehicles, and abandoned cars. Exterior walls shall be clean and free of graffiti.
- b. Living room furniture cannot be used or stored on porches unless it is outdoor-friendly.
- c. No hanging or sticking things on outdoor walls without permission
- d. Steps (front and rear) of unit: shall be swept and hazard-free.
- e. Sidewalks shall be clean and hazard-free.
- f. Parking lot shall be free of abandoned cars. There shall be no car repairs on the lots that cannot be completed in one day (e.g., changing a flat tire, switching a battery).
- g. No vehicles with hazardous leaks (i.e., gas, oil, brake fluid, and transmission fluid) may be parked on the VIHA property.
- h. Hallways shall be clean and free of hazards.
- i. Stairwells shall be clean and uncluttered.
- j. Laundry areas shall be clean and neat, and the dryer lint screen cleaned after use.
- k. Utility rooms shall be free of debris, motor vehicle parts, and flammable materials.
- l. Porches and stoops (front and rear): shall be clean and free of hazards. Any items stored on the porch shall not impede access to the unit.
- m. Exterior storage units are forbidden on VIHA property.

B. Inspection Frequency

Unit Inspections occur annually unless the resident is deemed high risk and requires more frequent inspections.

1. When it is time to inspect, the VIHA shall give residents at least forty-eight (48) hours written unless there is an emergency.
2. VIHA may enter the resident's dwelling unit at any time without advance notification when there is reasonable cause to believe that an emergency exists that poses an immediate threat to the safety or welfare of residents or employees.
3. On the inspection day, the VIHA will use the inspection checklist to provide the Resident with a pass/fail rating.

C. Failed Inspection

A follow-up inspection will occur within two weeks of an initial failed inspection.

1. If the unit fails again, a third inspection will occur in thirty (30) days, and residents must complete a personal wellness assessment with the RWE division before the 30-day follow-up inspection.
2. If the unit fails the third inspection, the Resident will receive a lease termination notice immediately, and eviction proceedings will begin for non-compliance.
3. Inspections may occur whether the Resident is home or not. Failure to permit inspection is a serious violation and grounds for termination.

D. Notice for Housekeeping Violation

1. The VIHA will conduct a housekeeping inspection of the unit annually or as frequently as necessary in accordance with the policy. At the end of the inspection, each resident participating in the walkthrough must sign the inspection form.
2. The Resident may submit a written statement if he or she disagrees with outcome of the housekeeping inspection and request.
3. The VIHA will notify the Resident, in writing, of the lease violation indicating the reason or reasons for the breach, and the effective date of the follow-up inspection. The notification will include the name of the RWE coordinator assigned to the AMP to conduct the follow-up inspection and wellness assessment.
4. After reasonable advance notice to the Resident, the RWE coordinator will reinspect the unit to verify that the housekeeping violation is corrected. Failed follow-up inspections are a lease violation and may result in lease termination.
5. The Resident may utilize the VIHA grievance process to dispute the decision of lease termination.

Homeownership Programs

The Williams Delight Villas, built in 1969, consisted of 300 single-family detached homes. The physical address of the property is 158 & 159 Estate Williams Delight, Frederiksted, St. Croix. Section 5(h) authorized by Section 32 Housing Act of 1937 allows for the sale of public housing units to eligible low-income households. The sale proceeds of these sales are used to meet other low-income housing needs.

VIHA's current 5(h) Homeownership Plan at Williams Delight Villas was approved in 1995 and amended in 2012 to authorize the sale of up to 50 homes. As of June 9, 2023, 35 homes have been sold and 183 have been targeted for demolition per Section 18, leaving 82 homes that can be sold under Section 5(h). The Board of Commissioners has authorized amending the Plan to allow for the sale of up to 117 units under Section 5(h), which covers the 35 homes sold to date plus the additional 82 homes that are deemed suitable for renovation and sale. The priorities previously approved in the Plan remains the same.

First Priority	Residents currently living at Williams Delight Villas (residency required for at least six months.)
Second Priority	Former Williams Delight Villas Residents who are Military Veterans living in other St. Croix VIHA communities or Military Veterans who are Housing Choice Voucher (Section 8) voucher-holders living on St. Croix.
Third Priority	Former Williams Delight Villas Residents living in other St. Croix VIHA communities or Housing Choice Voucher (Section 8) voucher-holders living on St. Croix.
Fourth Priority	Former Williams Delight Villas Residents living in the U. S. Virgin Islands.

VIHA is also amending its Section 8(y) Homeownership to make this resource available to elderly and disabled Williams Delight residents.

The chart below provides the occupancy status as of June 9, 2023:

Bedroom Size	Sold	Occupied	Vacant Units	Total
2BR	15	50	84	149
3BR	19	40	60	119
4BR	1	10	21	32
Total	35	100	165	300

A structural and architectural investigation Williams Delight units in May 2022 by Dynotec, a prior structural report by Creative Housing Solutions in 2019 of the units on the East side, and an assessment by VIHA staff on certain selected units in 2023 are the basis for determining that 183 are not suited for renovation and should be demolished.

As part of the Section 5(h) Plan, homes where renovation costs exceed allowable costs for renovation, are located within the flood where homebuyers cannot procure flood insurance or are structurally unsound will be demolished. VIHA will repair for-sale units to meet local code and HUD habitability standards prior to sale. The average per unit hard cost to renovate occupied homes is estimated at \$15,319, while the average per unit hard cost to renovate vacant homes is estimated at \$69,036.

The chart below shows the sale prices of homes sold as-is and those sold after substantial renovation.

Bedroom Size	Size (sq ft)	Price Point "As-Is" Occupied Homes	Price Point "Rehabilitated" Vacant Homes
Two-Bedroom	585	\$22,000	\$52,000
Three-Bedroom	725	\$25,000	\$65,000
Four-Bedroom	845	\$30,000	\$78,000

Obtaining financing for the home is a responsibility of the buyer. Eligible homeowners have the option of utilizing the traditional financial institutions, the USDA Rural Development Program, or and any other Local or Federal programs that they may be eligible to obtain mortgage financing. In addition, families have the option to do a cash purchase. For any sale transaction, the Head of Household must be lease compliant and not owe rent.

Success in obtaining financing will depend on the household's credit history, employment history, and amount of outstanding debt and/or availability of co-signers. Counselling and individual assistance will be provided to prospective buyers on financial planning, budgeting, and loan application procedures through the Virgin Islands Housing Finance Authority. Mortgage assistance is also available to eligible participants through the Virgin Islands Housing Finance Authority's HOME Program.

The following describes the application responsibilities for all prospective purchasers:

- All prospective purchasers must complete and provide a Williams Delight Survey and Letter of Intent to Purchase.
- A prospective purchaser of a home must be income eligible. The prospective purchaser's income must be at or below 80% of AMI based on household size if they are purchasing a home other than their current residency. If the resident that is currently living in the home has an income over 80% AMI, the maximum income requirement of 80% AMI is waived. If a prospective purchaser who is not currently residing in a home decides to purchase a home, the income requirement, of 80% of AMI applies.
- A prospective purchaser must have an acceptable credit score. Prospective Lenders will run a credit report.
- Prospective purchasers must be a first-time homebuyer or cannot have owned a home in the past three years and must not own any other home.
- The prospective purchaser must have a reliable and consistent source of income, evidenced for at least 12 months.
- Prospective purchaser must meet the underwriting standards set by the lender in accordance with the ratio requirements pertaining to income and debt.
- Prospective purchasers must contribute no less than one percent (1%) of their own funds towards the down payment of a house. Prospective purchasers are permitted to use grants, gifts from relatives, contributions from private sources, and other similar sources for the remainder of the down payment VIHA will retain records verifying the source(s) of this one percent contribution.
- The prospective purchaser must have a history of consistent rental payments with VIHA for a minimum of six months.
- Prospective purchasers must be able to afford monthly mortgage payments including taxes, insurance, utilities, maintenance, and other fees associated with homeownership (e.g., association dues), not to exceed 35% of adjusted gross income.
- Each prospective purchaser must agree that the home will be the purchasers' principal residence.
- Head of Household must be lease compliant and not owe rent.

WILLIAMS DELIGHT HOMEOWNERSHIP PROGRAM [24 CFR 982.625 through 982.643] OVERVIEW [24 CFR 982.625]

The Authority will set aside up to twenty-five (25) Resident-based vouchers for eligible VIHA residing at Williams Delight. Eligible families must be admitted into the Housing Choice Voucher Program in accordance with the requirements of 24 CFR 982,617 (a)(1), be a first-time homebuyer, be an elderly or disabled household, and meet the income requirements per 24 CFR Part 982,627(c).

The homeownership option is used to assist a family residing in a home purchased and owned by one or more members of the family. A family assisted under this option may be newly admitted or an existing participant in the HCV program. The PHA must have the capacity to operate a successful HCV homeownership program as defined by the regulations. There are two forms of homeownership assistance described in the regulations: monthly homeownership assistance payments, and single down payment assistance grants. However, PHAs may not offer down payment assistance until funding is allocated by Congress. Until this happens, a PHA may only offer monthly homeownership assistance. The PHA must offer homeownership assistance if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities. It is the sole responsibility of the PHA to determine whether it is reasonable to implement a homeownership program as a reasonable accommodation. The PHA must determine what is reasonable based on the specific circumstances and individual needs of the person with a disability. The PHA may determine that it is not reasonable to offer homeownership assistance as a reasonable accommodation in cases where the PHA has otherwise opted not to implement a homeownership program. The PHA must approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.

FAMILY ELIGIBILITY [24 CFR 982.627]

Eligible families must be participating in the Authority Williams Delight Section 5(h) or Section 32 Homeownership Program, be admitted into the Housing Choice Voucher Program in accordance with the requirements of 24 CFR 982,617 (a)(1), be a first-time homebuyer, be an elderly or disabled household, and meet the income requirements per 24 CFR Part 982,627(c).

The family must meet all of the requirements listed below before the commencement of homeownership assistance. The PHA may also establish additional initial requirements as long as they are described in the PHA administrative plan.

- The family must have been admitted to the Housing Choice Voucher program.
- The family must qualify as a first-time homeowner or may be a cooperative member.
- The family must meet the Federal minimum income requirement. The family must have a gross annual income equal to the Federal minimum wage multiplied by 2000, based on the income of adult family members who will own the home.

The PHA may establish a higher income standard for families. However, a family that meets the federal minimum income requirement (but not the PHA's requirement) will be considered to meet the minimum income requirement if it can demonstrate that it has been pre-qualified or pre-approved for financing that is sufficient to purchase an eligible unit.

- For disabled families, the minimum income requirement is equal to the current SSI monthly

payment for an individual living alone, multiplied by 12.

- For elderly or disabled families, welfare assistance payments for adult family members who will own the home will be included in determining whether the family meets the minimum income requirement. It will not be included for other families.
- The family must satisfy the employment requirements by demonstrating that one or more adult members of the family who will own the home at commencement of homeownership assistance is currently employed on a full-time basis (the term ‘full-time employment’ means not less than an average of thirty (30) hours per week); and has been continuously so employed during the year before commencement of homeownership assistance for the family.
- The employment requirement does not apply to elderly and disabled families. In addition, if a family, other than an elderly or disabled family includes a person with disabilities, the PHA must grant an exemption from the employment requirement if the PHA determines that it is needed as a reasonable accommodation.
- The family has not defaulted on a mortgage securing debt to purchase a home under the homeownership option.
- Except for cooperative members who have acquired cooperative membership shares prior to commencement of homeownership assistance, no family member has a present ownership interest in a residence at the commencement of homeownership assistance for the purchase of any home.
- Except for cooperative members who have acquired cooperative membership shares prior to the commencement of homeownership assistance, the family has entered a contract of sale in accordance with 24 CFR 982.631(c).

SELECTION OF FAMILIES [24 CFR 982.626]

Unless otherwise provided (under the homeownership option), the PHA may limit homeownership assistance to families or purposes defined by the PHA and may prescribe additional requirements for commencement of homeownership assistance for a family. Any such limits or additional requirements must be described in the PHA administrative plan. If the PHA limits the number of families that may participate in the homeownership option, the PHA must establish a system by which to select families to participate.

ELIGIBLE UNITS [24 CFR 982.628]

In order for a unit to be eligible, the PHA must determine that the unit satisfies all of the following requirements:

- The unit must meet HUD’s “eligible housing” requirements. The unit may not be any of the following:
 - A public housing or Indian housing unit
 - A unit receiving Section 8 project-based assistance
 - A nursing home, board and care home, or facility providing continual psychiatric, medical, or nursing services
 - A college or other school dormitory
 - On the grounds of penal, reformatory, medical, mental, or similar public or private institutions
- The unit must be under construction or already exist at the time the family enters into the contract

of sale.

- The unit must be a one-unit property or a single dwelling unit in a cooperative or condominium
- The unit must have been inspected by the PHA and by an independent inspector designated by the family.
- The unit must meet Housing Quality Standards.
- For a unit where the family will not own fee title to the real property (such as a manufactured home), the home must have a permanent foundation and the family must have the right to occupy the site for at least 40 years.
- For PHA-owned units all of the following conditions must be satisfied:
 - The PHA informs the family, both orally and in writing, that the family has the right to purchase any eligible unit and a PHA-owned unit is freely selected by the family without PHA pressure or steering.
 - The unit is not ineligible housing.
 - The PHA obtains the services of an independent agency to inspect the unit for compliance with HQS, review the independent inspection report, review the contract of sale, determine the reasonableness of the sales price and any PHA provided financing.

All of these actions must be completed in accordance with program requirements. The PHA must not approve the unit if the PHA has been informed that the seller is debarred, suspended, or subject to a limited denial of participation.

HOMEOWNERSHIP COUNSELLING [24 CFR 982.630]

Before commencement of homeownership assistance for a family, the family must attend and satisfactorily complete the pre-assistance homeownership and housing counselling program required by the PHA. HUD suggests the following topics for the PHA-required pre-assistance counselling:

- Home maintenance (including care of the grounds)
- Budgeting and money management
- Credit counselling
- How to negotiate the purchase price of a home
- How to obtain homeownership financing and loan pre-approvals, including a description of types of financing that may be available, and the pros and cons of diverse types of financing.
- How to find a home, including information about homeownership opportunities, schools, and transportation in the PHA jurisdiction
- Advantages of purchasing a home in an area that does not have a high concentration of low-income families and how to locate homes in such areas.
- Information on fair housing, including fair housing lending and local fair housing enforcement agencies; and
- Information about the Real Estate Settlement Procedures Act (12 U.S.C. 2601 et seq.) (RESPA), state and Federal truth-in-lending laws, and how to identify and avoid loans with oppressive terms and conditions.

The PHA may adapt the subjects covered in pre-assistance counselling (as listed) to local circumstances and the needs of individual families. The PHA may also offer additional counselling after commencement of homeownership assistance (ongoing counselling). If the PHA offers a program of ongoing counselling for

participants in the homeownership option, the PHA shall have discretion to determine whether the family is required to participate in the ongoing counselling. If the PHA does not use a HUD-approved housing counselling agency to provide the counselling, the PHA should ensure that its counselling program is consistent with the counselling provided under HUD's Housing Counselling program.

HOME INSPECTIONS, CONTRACT OF SALE, AND PHA DISAPPROVAL OF SELLER [24 CFR 982.631]

The PHA may not commence monthly homeownership assistance payments for a family until the PHA has inspected the unit and has determined that the unit passes HQS. An independent professional inspector selected by and paid for by the family must also inspect the unit. The independent inspection must cover major building systems and components, including foundation and structure, housing interior and exterior, and the roofing, plumbing, electrical, and heating systems. The independent inspector must be qualified to report on property conditions, including major building systems and components. The PHA may not require the family to use an independent inspector selected by the PHA. The independent inspector may not be a PHA employee or contractor, or other person under control of the PHA. However, the PHA may establish standards for qualification of inspectors selected by families under the homeownership option.

The PHA may disapprove a unit for assistance based on information in the independent inspector's report, even if the unit was found to comply with HQS. Contract of Sale Before commencement of monthly homeownership assistance payments, a member or members of the family must enter into a contract of sale with the seller of the unit to be acquired by the family. The family must give the PHA a copy of the contract of sale. The contract of sale must:

- Specify the price and other terms of sale by the seller to the purchaser.
- Provide that the purchaser will arrange for a pre-purchase inspection of the dwelling unit by an independent inspector selected by the purchaser.
- Provide that the purchaser is not obligated to purchase the unit unless the inspection is satisfactory to the purchaser.
- Provide that the purchaser is not obligated to pay for any necessary repairs; and
- Contain a certification from the seller that the seller has not been debarred, suspended, or subject to a limited denial of participation under CFR part 24.

In its administrative discretion, the PHA may deny approval of a seller for the same reasons a PHA may disapprove an owner under the regular HCV program [see 24 CFR 982.306(c)].

FINANCING [24 CFR 982.632]

The PHA may establish requirements for financing purchase of a home under the homeownership option. This may include requirements concerning qualification of lenders, terms of financing, restrictions concerning debt secured by the home, lender qualifications, loan terms, and affordability of the debt. The PHA must establish policies describing these requirements in the administrative plan. A PHA may not require that families acquire financing from one or more specified lenders, thereby restricting the family's ability to secure favorable financing terms.

CONTINUED ASSISTANCE REQUIREMENTS; FAMILY OBLIGATIONS [24 CFR 982.633]

Homeownership assistance may only be paid while the family is residing in the home. If the family moves out of the home, the PHA may not continue homeownership assistance after the month when the family

moves out. The family or lender is not required to refund to the PHA the homeownership assistance for the month when the family moves out. Before commencement of homeownership assistance, the family must execute a statement in which the family agrees to comply with all family obligations under the homeownership option. The family must comply with the following obligations:

- The family must comply with the terms of the mortgage securing debt incurred to purchase the home, or any refinancing of such debt.
- The family may not convey or transfer ownership of the home, except for purposes of financing, refinancing, or pending settlement of the estate of a deceased family member. Use and occupancy of the home are subject to 24 CFR 982.551 (h) and (i).
- The family must supply information to the PHA, or HUD as specified in 24 CFR 982.551(b). The family must further supply any information required by the PHA or HUD concerning mortgage financing or refinancing, sale, or transfer of any interest in the home, or homeownership expenses.
- The family must notify the PHA before moving out of the home.
- The family must notify the PHA if the family defaults on the mortgage used to purchase the home.
- No family member may have any ownership interest in any other residential property.
- The family must comply with the obligations of a participant family described in 24 CFR 982.551, except for the following provisions which do not apply to assistance under the homeownership option: 24 CFR 982.551(c), (d), (e), (f), (g) and (j). 15-VII.J

MAXIMUM TERM OF HOMEOWNER ASSISTANCE [24 CFR 982.634]

Except in the case of a family that qualifies as an elderly or disabled family, other family members (described below) shall not receive homeownership assistance for more than:

- Fifteen years, if the initial mortgage incurred to finance purchase of the home has a term of twenty (20) years or longer; or
- Ten years, in all other cases. The maximum term described above applies to any member of the family who:
- Has an ownership interest in the unit during the time that homeownership payments are made; or
- Is the spouse of any member of the household, who has an ownership interest in the unit during the time homeownership payments are made. In the case of an elderly family, the exception only applies if the family qualifies as an elderly family at the start of homeownership assistance. In the case of a disabled family, the exception applies if at any time during receipt of homeownership assistance the family qualifies as a disabled family. If, during the course of homeownership assistance, the family ceases to qualify as a disabled or elderly family, the maximum term becomes applicable from the date homeownership assistance commenced. However, such a family must be provided at least 6 months of homeownership assistance after the maximum term becomes applicable (provided the family is otherwise eligible to receive homeownership assistance). If the family has received such assistance for different homes, or from different PHAs, the total of such assistance terms is subject to the maximum term described in this part.

HOMEOWNERSHIP ASSISTANCE PAYMENTS AND HOMEOWNERSHIP EXPENSES [24 CFR 982.635]

The monthly homeownership assistance payment is the lower of the voucher payment standard minus the total Resident payment, or the monthly homeownership expenses minus the total Resident payment. In determining the amount of the homeownership assistance payment, the PHA will use the same payment

standard schedule, payment standard amounts, and subsidy standards as those described elsewhere in this plan for the Housing Choice Voucher program. The payment standard for a family is the greater of (i) The payment standard as determined at the commencement of homeownership assistance for occupancy of the home, or (ii) The payment standard at the most recent regular re-examination of family income and composition since the commencement of homeownership assistance for occupancy of the home. The PHA may pay the homeownership assistance payments directly to the family, or at the PHA's discretion, to a lender on behalf of the family. If the assistance payment exceeds the amount due to the lender, the PHA must pay the excess directly to the family. Homeownership assistance for a family automatically terminates 180 calendar days after the last homeownership assistance payment on behalf of the family.

However, a PHA may grant relief from this requirement in those cases where automatic termination would result in extreme hardship for the family. The PHA must adopt policies for determining the amount of homeownership expenses to be allowed by the PHA in accordance with HUD requirements.

Homeownership expenses (not including cooperatives) only include amounts allowed by the PHA to cover:

- Principal and interest on initial mortgage debt, any refinancing of such debt, and any mortgage insurance premium incurred to finance purchase of the home
- Real estate taxes and public assessments on the home
- Home insurance
- The PHA allowance for maintenance expenses
- The PHA allowance for costs of major repairs and replacements
- The PHA utility allowance for the home
- Principal and interest on mortgage debt incurred to finance costs for major repairs, `replacements or improvements for the home. If a member of the family is a person with disabilities, such debt may include debt incurred by the family to finance costs needed to make the home accessible for such person, if the PHA determines that allowance of such costs as homeownership expenses is needed as a reasonable accommodation so that the homeownership option is readily accessible to and usable by such person.
- Land lease payments where a family does not own fee title to the real property on which the home is located; [see 24 CFR 982.628(b)].
- For a condominium unit, condominium operating charges or maintenance fees assessed by the condominium homeowner association. Homeownership expenses for a cooperative member may only include amounts allowed by the PHA to cover:
 - The cooperative charge under the cooperative occupancy agreement including payment for real estate taxes and public assessments on the home.
- Principal and interest on initial debt incurred to finance purchase of cooperative membership shares and any refinancing of such debt.
- Home insurance.
- The PHA allowance for maintenance expenses
- The PHA allowance for costs of major repairs and replacements
- The PHA utility allowance for the home; and
- Principal and interest on debt incurred to finance major repairs, replacements, or improvements for the home. If a member of the family is a person with disabilities, such debt may include debt incurred by the family to finance costs needed to make the home accessible for such person, if the

PHA determines that allowance of such costs as homeownership expenses is needed as a reasonable accommodation so that the homeownership option is readily accessible to and usable by such person.

- Cooperative operating charges or maintenance fees assessed by the cooperative homeowner association.

PORTABILITY [24 CFR 982.636, 982.637, 982.353(b) and (c), 982.552, 982.553] Subject to the restrictions on portability included in HUD regulations and PHA policies, a family may exercise portability if the receiving PHA is administering a voucher homeownership program and accepting new homeownership families. The receiving PHA may absorb the family into its voucher program or bill the initial PHA. The family must attend the briefing and counselling sessions required by the receiving PHA. The receiving PHA will determine whether the financing for, and the physical condition of the unit, are acceptable. The receiving PHA must promptly notify the initial PHA if the family has purchased an eligible unit under the program, or if the family is unable to purchase a home within the maximum time established by the PHA.

A family receiving homeownership assistance may move with continued Resident-based assistance. The family may move with voucher rental assistance or with voucher homeownership assistance. Continued Resident-based assistance for a new unit cannot begin so long as any family member holds title to the prior home. The PHA may deny permission to move to a new unit with continued voucher assistance:

- If the PHA has insufficient funding to provide continued assistance
- In accordance with 24 CFR 982.638, regarding denial or termination of assistance
- In accordance with the PHA's policy regarding number of moves within a 12- month period. The PHA must deny the family permission to move to a new unit with continued voucher rental assistance if:
 - The family defaulted on an FHA-insured mortgage; and
 - The family fails to demonstrate that the family has conveyed, or will convey, title to the home, as required by HUD, to HUD or HUD's designee; and the family has moved, or will move, from the home within the period established or approved by HUD

DENIAL OR TERMINATION OF ASSISTANCE [24 CFR 982.638]

At any time, the PHA may deny or terminate homeownership assistance in accordance with HCV program requirements in 24 CFR 982.552 (Grounds for denial or termination of assistance) or 24 CFR 982.553 (Crime by family members). The PHA may also deny or terminate assistance for violation of participant obligations described in 24 CFR Parts 982.551 or 982.633 and in accordance with its own policy, with the exception of failure to meet obligations under the FSS program as prohibited under the alternative requirements set forth in FR Notice 12/29/14. The PHA must terminate voucher homeownership assistance for any member of family receiving homeownership assistance that is dispossessed from the home pursuant to a judgment or order of foreclosure on any mortgage (whether FHA insured or non-FHA) securing debt incurred to purchase the home, or any refinancing of such debt.

COMMUNITY SERVICE AND SELF-SUFFICIENCY PROGRAM

Community Service and Self-Sufficiency Program

VIHA continues building its resident services department with ongoing service coordination and the Bright Path family economic mobility plan. The “Department of Resident Wellness and Empowerment” combines traditional Family Self-Sufficiency functions, collaborative partnerships, and the leveraging of services to energize a comprehensive approach to connecting residents to the services and resources necessary for facilitating positive outcomes and economic mobility for each household.

VIHA’s long-term goal is to significantly improve the lives of its residents and the households in which they live. All resident engagement efforts will promote opportunities for residents to actualize financial wellness, increased income, better health, and emphasis on whole-person wellness, elimination of food insecurities; improved adult literacy and education attainment; allow residents to foster inclusion and be active and engaged in the community.

The Department of Resident Wellness & Empowerment (RWE) will facilitate resident input into ongoing program design that will drive:

- High-performing youth and workforce readiness
- Healthier residents and communities
- Economically stable residents
- An engaged community of citizens maintaining beneficial relationships, and safer communities.

Focusing on the department's service plan is essential to continued success. Leadership will ensure the successful incorporation and use of existing resources and staff to collect data that develop and target service plans to identify partnerships and access points for community services. Also, the Family Self-Sufficiency (FSS) Program will be a focal point for facilitating positive financial outcomes for VIHA residents' economic goals. Additionally, departmental policies, procedures, and operations manuals will drive the second phase of resident wellness services. The goal of the second phase is to increase awareness and access to services for residents. RWE department will intensely focus on implementing BP Academic and Wellness centers in communities territory wide. RWE is finalizing grants and procurement of services to build innovative wellness spaces that support physical, mental, and academic wellness. Maintaining effective community resident council collaboration will be instrumental in ensuring that residents connect to the necessary services and resources. Finally, stabilizing the department's mission-results service model will provide a departmental structure that sustains its effectiveness, efficiency, accountability, and team.

BRIGHT PATH UPDATE

In 2022, VIHA launched the Bright Path program to replace the agency's resident offering. Bright Path is a support model promoting residents' health and wellness, housing stability, economic mobility, and personal self-sufficiency.

Over the last year, the RWE team has worked to build the program's foundation, which is rooted in eight (8) dimensions of wellness – emotional, financial, intellectual, vocational, social, physical, environmental, and spiritual.

The RWE team created a structure, secured resources, and collected data to build a group of partners and stakeholders. Together with our community and housing redevelopment partners, we aim to develop a network and collaborative system to implement resources to the community and build strong partnerships for continued growth and housing transformation.

Stakeholder priorities:

- (1) Marginalized Populations: need support immediately, systemizing the housing needs of residents with significant barriers.
- (2) Streamlined Communication: Develop a communication system around what type and how many vouchers are available and distributed; prioritization.
- (3) Emergency & Permanent Housing: Establish more housing options; alternatives for housing people in the short-term and long-term; create a committee to address.
- (4) Resident and Community Safety:
Oswald Harris Court: Dismantling unidentified/unapproved tenting and food truck. The community is concerned about dangerous activity conducted after operational hours.
- (5) Spiritual Wellness: Implementation via the Bright Path Program – focusing on children and youth. Continue a partnership for families.
- (6) Empower the Resident Councils: Expand and build more active Resident Councils in more communities. Incorporate operation, leadership, and advocacy training, within VIHA Resident Council quarterly review.
- (7) Infrastructure & Support for People Experiencing Homelessness: Reinforce the Coordinated Entry System and partnering to support the Continuum of Care (CoC) Staff.
- (8) Community Centers to Implement Wellness & Education Support:
Virtual workforce development certification for young adults; tutoring for Bright Path Holistic Wellness initiative, VIHA is currently working to deploy \$900K Appropriations Funding through Representative Plaskett under HUD & Economic Development Initiative (to fund wellness centers & after-school academic sites in (2) STT & (1) STX)

Family Self-Sufficiency (FSS) Program

The Family Self-Sufficiency (FSS) Program is a voluntary program serving a minimum of 25 Low Income Public Housing (LIPH) and Housing Choice Voucher Program (HCVP) families. The Virgin Islands Housing Authority's (VIHA) Family Self-Sufficiency Program (FSS) received renewed funding from the Department of Housing and Urban Development (HUD) for fiscal year 2023. VIHA appreciates the assistance of the Program Coordinating Committee (PCC) partners to ensure the success of FSS program participants as they strive to become economically self-sufficient. The PCC is a mandatory part of implementing an FSS program and is vital to the success of the FSS program and its participants. With community stakeholders' support, education, and intervention, sustained long-term success becomes increasingly more accessible.

Substantial Deviation

A “substantial deviation” to VIHA’s Five-Year Plan or Restated Five-Year Plan (collectively referred to as the “Five-Year Plan”) and Annual Plan is defined as any substantial change, modification, or amendment to the Five-Year Plan that materially and significantly modifies VIHA’s goals listed in any section of the Five-Year Plan. A change in VIHA’s objectives or strategies in reaching those goals will not be considered

a “substantial deviation” or “significant amendment or modification.” Other than for “substantial deviation” or “significant amendment or modifications,” as defined above, VIHA may make changes to its Five-Year Plan without the necessity of re-submitting the entire Five-Year Plan document, conducting a public hearing, or otherwise engaging in Five-Year Plan Resident Advisory Board consultation or other resident consultation.

Significant Amendment/Modification

The following actions will be considered a Significant Amendment or Modification to the Five-Year and Annual Plan:

- A change that would significantly alter rent or admission policies of VIHA’s waiting lists.
- A significant addition of emergency or non-emergency work items not included in the Capital Fund Program Annual Statement(s)
- An exception to this definition will be made for any new activities that are adopted to reflect changes in HUD regulatory requirements or as result of a declared emergency (such changes will not be considered significant amendments or modifications by VIHA)
- Any proposed demolition, disposition, homeownership, Capital Fund Financing, development, mixed-finance, or RAD projects not identified in the Plan.

Section B2: New Activities

HOPE VI or Choice Neighborhoods

VIHA will retain the option to apply for HUD’s Choice Neighborhood Planning and Implementation Grants if funding and timing is appropriate.

Choice Neighborhood Planning Grant

VIHA and the St. Croix Foundation for Community Development, with the support of the Virgin Islands Office of the Governor, applied for a Choice Neighborhood Planning Grant with the U. S. Department of Housing and Urban Development (HUD) but was not selected. Thus, it is VIHA’s intention to resubmit for another Choice Neighborhood Planning Grant for the Marley Homes/Marley Additions site in 2024.

This shared vision with the community to conduct a planning effort with a committed team of partners, residents, and stakeholders to create an innovative yet achievable plan for the transformation of Frederiksted - Freedom City: Past, Present, and Future.

HUD’s approval of this Choice Neighborhood Planning Grant application will allow us to create a shared vision to restore, champion, and enhance the rich history and social fabric which is Freedom City for the benefit of all in FY2024.

Mixed-Finance Modernization or Development

VIHA is continuously reviewing its Public Housing Portfolio to determine suitability of available funding and redevelopment opportunities. As such, all VIHA’s units will be reviewed for mixed finance potential

or HUD’s RAD program on an ongoing basis. VIHA has identified development partners and consultants to assist with these efforts.

VIHA has identified the following sites: Wilford Pedro Home, D. Hamilton Jackson Terrace, Alphonso “Piggy” Gerard, John F. Kennedy Terrace, Nicasio Nico Apartments, Ludvig E. Harrigan Court, Mt. Pleasant, Joseph E. James Terrace, Marley Homes, and Additions and Williams Delight as priority redevelopment sites on St. Croix. On St. Thomas, the redevelopment of the Estate Tutu Hi-Rise Apartments is planned in three (3) phases at three (3) different site locations. These locations include two existing Estate Tutu Hi-Rise sites (Tutu North and Tutu South) and the Donoe site.

VIHA has engaged Developer Partners for the John F. Kennedy Terrace on St. Croix and the Estate Tutu Hi- Rise Apartments on St. Thomas. The redevelopment of John F. Kennedy Terrace will provide the opportunity to serve as a catalyst to the redevelopment of the Christiansted area, including the transfer of the Ralph deChabert property to the territory in exchange for buildable land. The redevelopment of the Estate Tutu Hi-Rise would provide the opportunity for the expansion of new and more resilient affordable housing developments. This redevelopment strategy will incorporate the assistance of the RAD program, Low-Income Housing Tax Credits, and other housing subsidies such as project-based vouchers to support the redevelopment and operational funding needed.

As an integral part of VIHA’s Portfolio Repositioning Strategy, VIHA will consider the sale of any asset and purchase of any new land that will support the plan.

HUD has approved a RAD Portfolio Award to VIHA for 1,282 units. A Portfolio Award allows public housing authorities to reserve RAD conversion for a set of projects. The agency has CHAPs for John F. Kennedy Terrace – 200 units, Joseph James - 34 units, Wilford Pedro – 97 units, Walter I.M Hodge- 248 units. In addition, up to 1,698 units will be converted to project-based vouchers or project-based rental assistance under RAD per VIHA’s Repositioning Strategy. The following table list these proposed RAD projects.

On June 10, 2022, VIHA along with its development partner, MDG Design + Construction closed on the Walter I. M. Hodge Revitalization Project – VIHA’s 1st HUD approved RAD project.

\$116.7 million Rehabilitation Project - Developer: MDG Design + Construction
Owner: Walter I.M. Hodge RAD LLC

One-bedroom units -36	Two-bedroom units - 89	
Three-bedroom units -87	Four-bedroom units – 36	Total:248 units/ 21 Buildings

Project upgrades includes new kitchen and bath fixtures and cabinets, new plumbing and electrical systems, appliances, and flooring and painting. In addition, there will be substantial storm hardening measures including the installation of a new façade system incorporating new hurricane-wind resistant windows and louver systems, and entry doors and storefronts.

There will also be new site beautification measures, which will include placing new electrical lines underground, new site signage, landscaping, redesigned pedestrian walkways/seating areas and recreational facilities including a playground, upgraded basketball courts, and community gardening/planting boxes, as well as improved and increased parking throughout.

The project will include vastly improved community spaces including a renovated community center/property office building, featuring a computer room and library. The project will also include a new senior center to accommodate the needs of residents (utilizing two (2) existing residential units to be transformed for this community space).

The renovations are designed to meet the construction requirements of National Green Building Standards, Tropical Climate Path. The new apartments do not currently have and are not designed to have HVAC but will incorporate sustainable green features such as Energy Star appliances and ceiling fans, LED lighting, low- water usage fixtures, and highly efficient right sized electric water heaters. Additional resiliency measures include solar PV and re-establishing the cisterns and backup generators for shared area lighting and the ancillary community center/site office.

Bright Path, a robust RWE Plan created by VIHA, will be implemented to provide support and services to the residents with long-term funding included in the project budget.

Financing for the project includes \$49.9 million in funding from VIHA utilizing FEMA Public Assistance and Hazard Mitigation Grant Programs and \$22.65 million from VIHA utilizing HUD's Community Development Block Grant-Disaster Recovery Program. The project received 9% Low Income Housing Tax Credits allocated by the Virgin Islands Housing Finance Authority, which, along with the Solar Investment Tax Credit, will yield an equity investment of \$27.56 million from Goldman Sachs Bank. Additionally, Merchants Bank of Indiana is providing a construction loan in the amount of \$28.50 million.

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Below is a list of the VIHA properties on the Island of St. Thomas and St. Croix that are included in the agency's Portfolio Repositioning Strategy with a summary of each site's status.

St. Thomas	DoFA	Current Units	Demo	New Const	Final Units	ACC	RAD	PBV	LIHTC Only/RAD/Sec 18	Final Units
Estate Tutu	1974	304	(304)	154	154		0	154		154
Oswald Harris Court	1963	298	(16)		282		282			282
Oswald Senior		0			0			0		0
Donoe Family		0		84	84			84		84
Estate Bovoni	1973	366			366		366			366
Paul M. Pearson	1954	120	(120)	80	80			80		80
H. H. Bergs / Addition	1957	74	(74)	74	74			74		74
Lucinda Millin Home	1970	85	(85)	85	85			85		85
Michael J. Kirwan	1970	126	(126)	126	126			126		126
The Knolls at Contant	1998	96			96	0	96			96
St Thomas Totals		1,469	-725	603	1,347	0	744	603	0	1,347
St. Croix	DoFA	Current Units	Demo	New Const	Final Units	ACC	RAD	PBV	IA/Section 18 Blend	Final Units
D. Hamilton Jackson	1954	110	0	0	110		110		0	110
Alphonso Gerard	1957	26	0	0	26		26		0	26
John F. Kennedy	1966	200	(200)	200	200		200		0	200
Wilfred Pedro (Stony Ground)	1971	98	(98)	98	98		98		0	98
Ralph deChabert Sr.	N/A	0	0							0
Joseph E. James	1984	34	0	0	34		34			34
Aureo Diaz Heights	1970	125	(100)	125	125		100		25	125
Mount Pleasant	1973	44	(44)	46	46		44	0	2	46
Candido Guadalupe	1974	90	(90)	90	90			90		90
Marley Homes	1957	34	0	0	34		34	0	0	34
Marley Addition	1968	60	0	0	84		60	0	24	84
Ralph deChabert	1971	0	0	0	0		0		0	0
Walter IM Hodge	1971	250	(2)	0	248		248			248
William's Delight	1973	278	(178)	0	100	100	0			100
Mon Bijou		2	0	0	2	2				2
Nicasio Nico	1974	60	(60)	60	60		0	60		60
Ludvig Harrigan	1960	70	(70)	70	70		0	70		70
LEB I/II	2011/12	87	0	0	87	87				87
LEB III	2019	0	0	90	90			90		90
St. Croix Totals		1,568	-842	779	1,504	189	954	310	51	1,504
Grand Totals		3,037	(1,567)	1,382	2,851	189	1,698	913	51	2,851

VIHA has developed a Repositioning Strategy that calls for the rehabilitation or new construction of more than 3,000 public housing units through a variety of repositioning strategies, including RAD, standard project-based assistance, Section 18 demolition, and public housing homeownership.

These developments, except for William's Delight, will be financed with either 4% or 9% Low-Income Housing Tax Credit proceeds. William's Delight will be developed as homeownership units under the HUD

Section 5(h) Homeownership Program. VIHA has entered into a Master Development Agreement (MDA) with three developers. The Richman Group (TRG) was recently terminated for convenience. VIHA will issue an RFP to create a pool of qualified developers to implement the projects previously assigned to TRG.

Below is a list of the VIHA properties that are included in the agency's Portfolio Repositioning Strategy with a summary of each site's status.

Developer Selection

VIHA selected three developers – MDG, TRG, and Pennrose to serve as developers of the St. Croix developments. MDG was chosen to develop Walter I.M. Hodge Pavilion, D. Hamilton Jackson, Alphonso Gerard, William's Delight, and John F. Kennedy. Pennrose was chosen to develop Tutu High-rise, Nicasio Nico and Ludvig Harrigan. TRG was selected to develop Ralph deChabert, Marley and Marley Homes Additions, Mount Pleasant, Aureo Diaz Heights, and Wilford Pedro; however, a new RFQ for a developer for these projects will solicited. TRG is no longer one of our developer partners.

A brief narrative of each of the proposed redevelopment sites is provided below.

Estate Donoe, (Estate Tutu offsite Replacement Housing Phase 1) -

This project is the first phase of three phase development aimed at replacing the Tutu Public Housing Development that was irreparably damage by Hurricanes Marilyn, Irma, and Maria. The Phase 2 and Phase 3 will be discussed below.

Site: Estate Donoe is approximately 17.5-acres located at No. 2 New Quarter, St. Thomas, USVI 00802, containing parcels Nos. 3A, 3B-1, B-2, and 3B Estate Donoe. The site has heavy vegetation, and irregular in shape with varied steep grading conditions, all the improvements remaining because of the hurricanes have been demolished leaving only two existing roads on site. All public utilities are available with sufficient capacity to support the proposed apartments. According to the Federal Emergency Management Agency's Flood Hazard Map, panel number 7800000028G, dated April 16, 2007, the property is in Zone "X", which is a determination to be outside the 0.2 percent annual chance floodplain. Site improvements will include, but are not limited to, parking, sidewalks, site lighting, a potable water cistern, all necessary utility distribution systems, trash enclosures, tot lots, landscape, and site irrigation.

Location: The site is surrounded by a blend of single and multi-family residential homes and is near a network of assets, including schools, the public library, retail, pharmacies, grocery shopping and banks. The site is easily accessed by public transportation and by car to the island's major thoroughfares.

Construction/Scope of Work: The new affordable apartment buildings will be constructed with slab on grade and concrete masonry foundation walls on concrete spread footings. The exterior walls will be constructed with concrete block and have a stucco finish and all buildings are being designed to meet the

construction requirements of Enterprise Green Communities. The new apartments will incorporate sustainable green features such as solar panels, energy star appliances and light fixtures/ceiling fans, low-water usage fixtures, occupancy sensors for shared areas and community spaces, solar water heaters in townhomes, and metered connections for air conditioning units in the bedrooms of each apartment. Hurricane resilient building techniques will be applied, which includes a micro-turbine energy system so that the property is not reliant on the Island's electrical grid. Planned project amenities include indoor and outdoor community space. The plans incorporate sustainable design standards and local architectural influences that integrate the development within the greater neighborhoods. The sites will comply with all federal accessibility requirements.

Development Costs/Funding: The total development cost for the Estate Donoe development is \$71.3 million. Pennrose received a 9% LIHTC award of \$3.4 million on December 27, 2019, from the VIHFA. The project includes a \$34 million CDBG-DR commitment. All apartments will be subsidized by project-based vouchers. The original contractor was terminated from the project and a new contractor has been selected to restart the project. This has delayed the construction completion date to December 2024. Additional CDBG-DR funding will be needed.

[Estate Tutu North Redevelopment Project - Phase I \(Tutu Phase II\)](#)

Construction Scope of Work: Phase I of the Tutu North will consist of the construction of 60 senior units. Master planning for this phase has begun. The preliminary plan calls development one six story senior building. The projected cost for Tutu North is \$64.0 million.

The Senior units would be one project with a preference for age restriction in the senior building. Financing for this phase will include: 9% LIHTC, FEMA, project-and project- based rental subsidies.

Timeline: The developer is in master planning process. Financing structuring has also commenced. The financial closing is projected for 4th quarter of 2023.

[Estate Tutu North Redevelopment Project - Phase II \(Tutu Phase III\)](#)

Construction Scope of Work: Phase I of the Tutu North will consist of the construction of 92 family units. Master planning for this phase has begun. The preliminary plan calls development three multi-family buildings, and one community building. The projected cost for Tutu North is \$80.0 million.

The Family units will be financing for this phase will include: 4% LIHTC/tax-exempt bonds, FEMA, project-and project- based rental subsidies.

Timeline: The developer is in master planning process. Financing structuring has also commenced. The project will include tax-exempt bonds. The financial closing is projected for 2nd quarter of 2024.

[D. Hamilton Jackson Terrace](#)

Site: This development consists of 110 public housing units situated in the Richmond community of Christiansted. The property was built in 1952. The physical address of the property is 7 Estate Richmond, Christiansted, St. Croix: and

Alphonso “Piggy” Gerard Place

Site: This property consists of 26 public housing units. It was built in 1956. The physical address of the property is 8 Estate Richmond, Christiansted, St. Croix.

Location: The sites are near the Caribbean Sea, WAPA utility plant, and the previously demolished Ralph deChabert site.

Construction Scope of Work: The conversion of the Basin Triangle (Alphonso “Piggy” Gerard) project includes the rehabilitation of 26 units in 13 buildings.

The financing transaction of Basin Triangle (Alphonso “Piggy” Gerard) will also include the next D. Hamilton Jackson Terrace project, which consists of 110 units in 14 residential buildings, as well as a community center. These projects are adjacent to each other. These projects comprise 32 one-bedroom units, 60 two-bedroom units, 38 three-bedroom units, and six four-bedroom units. The project is in the Estate Richmond neighborhood of Christiansted and includes 32 one-bedroom units, 48 two-bedroom units, 24 three-bedroom units, and six four-bedroom units.

Development Costs/Funding: Total development cost is estimated at \$108.0 million with funding from CDBG-DR, Permanent Mortgage, and Deferred Developer Fee.

Timeline: Preliminary proformas have been developed, and VIHA is working with the VIHFA to establish a Tax-Exempt Bond Program to provide financing need to bring this project to fruition. Once the Tax-Exempt Bond Program is established, the project should close in the 1st quarter of 2024.

The financial closing is now tentatively scheduled for the 1st quarter of 2024.

Stony Ground - Phase 1 (Wilford Pedro Home aka “Whim Gardens”)

Site: Wilford Pedro consists of 98 public housing units. The physical address of the property is 53 Estate Whim, Frederiksted, St. Croix.

Construction Scope of Work: The concept plan calls for the existing 98 units to be demolished and replaced with 97 RAD-LIHTC units. VIHA will request a transfer of assistance of these units to the Stony Ground site as an alternative location to redevelop this project. VIHA has executed a Purchase Agreement for Stony Ground. An acquisition proposal must be submitted to and approved by HUD as part of the RAD conversion process.

Development Costs/Funding: Total development cost is approximately \$89.0 million with funding from CDBG-DR, Permanent Mortgage, and Deferred Developer Fee.

Timeline: TRG, was terminated in March 2023 for convenience. A new RFP will be issued for another developer in July 2023. Once a developer is identified VIHA and the developer will utilize the previous design and construction documents to assist with an expedited closing.

John F. Kennedy Terrace - Phase I (Stoney Ground Phase 2/3)

To address the critical need for housing for the residents of John F. Kennedy Terrace, VIHA will request approval from HUD to transfer 134 RAD project-based rental assistance units from the JFK and Joseph James sites to the Stoney Ground site. This transfer of assistance (ToA) will enable VIHA to build new housing while at the same time allowing residents to remain in place with the new development is being constructed.

Existing residents at JFK and Joseph James will be given the right of first refusal to move to the newly constructed Stoney Ground site, transfer to another VIHA public housing property, or receive a Resident-based voucher to relocate elsewhere.

We expect that the remaining 100 units in this CHAP will be replaced onsite at JFK.

Construction Scope of Work: One hundred (134) new units will be constructed on the Stoney Grounds site in two phases.

Development Costs/Funding: Total development cost is approximately \$61.1 million with funding from CDBG-DR, FEMA, LIHTC equity, Bond Senior Mortgage, and Deferred Developer Fee.

Timeline: The project is expected to close in December 2026.

[Williams Delight Villas](#)

Site: The Williams Delight Villas was built in 1969 on 43.4 acres of land and are located on Plots 158 & 159 Estate Williams Delight in St. Croix, Virgin Islands. There are 300 single-family detached homes that vary in size. There are 149 homes on the east side which has a community center building and four small parks. The remaining 151 homes are on the west side which has a large park, a basketball court and six small parks.

Location: The homes are connected to the St. Croix public water system and have cisterns to collect rainwater (the cisterns are not operational at this time). These cisterns are an important source of water because water is scarce and expensive in the U.S. Virgin Islands. As many as four homes share one cistern divided into separate small reservoirs. The foundations are a slab-on-grade construction with exterior 6" pre-cast concrete walls and a 4" flat masonry roof. Some of the homes have been renovated to include a galvanized metal roof above the masonry roof.

Estate Williams Delight, of which Williams Delight Villas is a part, is zoned R-2. The lot sizes within the Williams Delight development range from 3,900 to 6,100 square feet. Since the current zoning laws have an increased lot size minimum, additions to existing homes may be restricted unless a homeowner acquires an adjacent lot to increase the total size of the lot. Provisions will be incorporated in the mortgage documents that limit the use of each lot as residential and will require consistency with the requirements of the current zoning with respect to yards, width, depth, and open space.

Williams Delight is built on low, flat land in the center of the island of St. Croix approximately ten miles from the nearest town of Frederiksted. The development is located between the main east and west highways, Queen Mary Highway on the north and Melvin Evans Highway on the south. Within a two-mile area of Williams Delight there are schools covering pre-school through college.

The site is convenient to both commercial and industrial center of the islands, centrally located to employment and shopping. The site is located along the main east and west travel artery allowing access to the hospital, services, and amenities. Public transportation and a school bus are available at the site.

Construction Scope of Work: The Williams Delight Villas (WD), built in 1969, consists of 300 single-family detached homes. The physical address of the property is 158 Estate William’s Delight, Frederiksted, St. Croix.

35 homes have been sold to the families residing in their home at the time of the sale. The Program was approved by HUD on September 8, 1995; and amended in December 2012. 100 of the homes are occupied, with the remaining 165 being vacant.

Demolition: VIHA will demolish Homes that meet HUD’s obsolescence requirements. We estimate that 100 units be demolished.

Nicasio Nico Apartments

Site: Nicasio Nico is in East Christiansted on the Island of St. Croix, which includes 60 vacant, significantly deteriorated multi-family units. The physical address is 72C Estate LaGrande Princess, St. Croix, VI 00820.

Location: The site is adjacent to residential neighborhoods and a residential/resort area bordering the Caribbean Sea and has Caribbean views and access to the beach.

Construction Scope of Work: The project will consist of the demolition of 60 units and replacing them with 60 standard project-based units. VIHA anticipates that new units will be constructed back on the site to reconnect the site to the surrounding amenities.

Development Costs/Funding: The total development cost is estimated at \$32.0 million, with funding coming from a variety of sources, including FEMA, CDBG-DR, LIHTC equity, and private financing.

Timeline: The project is expected to close in 2027.

Joseph James Terrace

Site: The property consists of 34 units and was built in 1956 with an addition in 1966. VIHA envisions rehabilitating these units under RAD. The physical address of the property is 184 A&B Estate Ruby, Christiansted. St. Croix.

This project is a part of the 234-unit JFK Terrace CHAP. We expect that these 34 units will be transferred offsite to Stoney Ground via a Transfer of Assistance (ToA).

Location: The site is situated in the Ruby community of Christiansted in the northcentral part of the Island of St. Croix The Stoney Ground site is being explored as an alternative site for this project.

Scope of Work: The project is envisioned as a conversion-only project, which means no additional private funds are expected to be leveraged.

Development Costs/Funding: Total development cost is pegged at \$4.6 million, with all the funding coming from CDBG-DR.

Timeline: The project is expected to close in 2025.

Ludvig E. Harrigan Court

Site: Ludvig Harrigan currently comprised nine (9) one, two, and three-story buildings with a total of 70 dwelling units. The buildings were originally constructed between 1958 and 1960. The official address of the development is #1-5 Estate Mars Hill & Wheel of Fortune, Frederiksted, St. Croix, Virgin Islands 00840.

Location: The buildings are situated in an area to the south of downtown Frederiksted. Entertainment, stores, and restaurants are easily accessible via city streets and public transportation in the St. Croix area. Single-family and multi-family housing and commercial property are common to Estate Mars Hill and Wheel of Fortune.

Construction Scope of Work: Seventy units previously demolished will be replaced with 70 newly constructed standard project-based units.

Development Costs/Funding: Total development cost is pegged at \$37.3 million with funding coming from a variety of sources, including FEMA, CDBG-DR, LIHTC equity, and private financing.

Timeline: The project is expected to close in 2025.

Marley Homes and Marley Homes Additions

Site: These two properties consist of 94 units. The properties were built in 1956, with the additions added in 1966. The physical address for the property is 190A, 190B&191B, Estate Two Brothers, Frederiksted, St. Croix.

Location: These properties are situated in the Two Brothers community of Frederiksted in the southwestern part of the Island of St. Croix. The properties are adjacent to the beautiful West Bay and near the Caribbean Museum Center for the Arts.

Construction Scope of Work: The initial plan called for rehabilitating 94 units under one Commitment to Enter into Housing Assistance Payment (CHAP). VIHA is now exploring ways to reimagine the site by constructing new units that would integrate the development with the surrounding community and take advantage of its proximity to West End Bay.

Development Costs/Funding: Total development cost is pegged at \$61.5 million with funding coming from CDBG-DR, FEMA, Federal Home Loan Bank, Private Mortgage, and LIHTC equity.

Timeline: The project is expected to close in 2025.

Aureo Diaz Heights

Site: Aureo Diaz consists of 100 public housing units. The physical address of the property is #5 Estate

Bethlehem, Christiansted, St. Croix, 00851

Location: The site is near the St. Croix VIHA office and is 0.3 miles from the USVI Superior Court and 0.93 miles from the University of the Virgin Islands St. Croix campus.

Construction Scope of Work: The concept plan and feasibility analysis are being developed. The current plan calls for the construction of up to 125 units with 100 RAD-LIHTC units and 25 LIHTC only units. The Stoney Ground site is being explored as an alternative site for this project.

Development Costs/Funding: Total development cost is pegged at \$65 million with funding coming from CDBG-DR, FEMA, Permanent Mortgage, and Deferred Developer Fee.

Timeline: The project is expected to close in 2026.

Mount Pleasant

Site: The site consists of 44 units. The physical address of the site is # 5 Estate Mount Pleasant.

Location: The site is 1.96 miles from Manny Bay, 1.68 miles from Henry E. Rholsen Airport, and .82 miles from the Cruzan Rum Distillery.

Construction Scope of Work: The initial plan called for the redevelopment of 44 units. The concept plan envisions up to 79 units, with 44 units being RAD-LIHTC and 35 being LIHTC-only. The Stoney Ground site is being explored as an alternative site for this project.

Development Costs/Funding: Total development cost is pegged at \$42.7 million with funding coming from CDBG-DR, FEMA, Permanent Mortgage, and Deferred Developer Fee.

Timeline: The Richman Group, in conjunction with VIHA, has begun developing conceptual site plans to reimagine this development. The project is expected to close in 2027.

Candido Guadalupe

Site: This development consists of 90 units that will be demolished. The physical address of the property is # 20 Estate Slob, Kingshill, VI 00851

Location: The site is .29 miles from the Solo Historic District and .16 miles from Alfredo Andrews Elementary School.

Construction Scope of Work: The initial plan calls for the demolition of 90 units and the construction of 90 new units.

Development Costs/Funding: Total development cost is pegged at \$48 million.

Timeline: The project is expected to close in 2027.

Demolition and/or Disposition

Based on Hurricane Irma's impact on the Virgin Islands on September 6, 2017, the Tutu High-Rise Apartments located on St. Thomas, was severely damaged making it uninhabitable. VIHA identified the need to demolish the development. An application for the demolition of Tutu High-Rise Apartments was approved by HUD and the phased demolition is in progress. Phase I – The demolition of buildings 10, 11, 12 and 22 was completed in January 2023. The Demolition of Phases 2 and 3 have been awarded and is scheduled to be completed in 2024. The last demolition phase, Phase 4, is scheduled to be demolished in 2025.

The Williams Delight Villas, built in 1969, consists of 300 single-family detached homes. The physical address of the property is 158 Estate William's Delight, Frederiksted, St. Croix. 35 homes have been sold to the families residing in their home at the time of the sale. The Program was approved by HUD on September 8, 1995; and amended in December 2012. 100 of the homes are occupied, with the remaining 165 being vacant. VIHA will demolish homes that meet HUD's obsolescence requirements. We estimate that 100 units be demolished.

1. **Development name: Tutu High-rise Apartment, VQ001000012**
2. Activity type: Demolition Disposition
3. Application status: **Approved** demolition application
4. Date demolition application **Approved**: January 19, 2018
5. Number of units affected: 304 Units, Community Center and COCC
6. Coverage of action Total development
7. Timeline for activity: **Planned**: Disposition to Developer Partnership (3 Phases)
 - a. Actual or projected start date of activity: December 31, 2023
 - b. Projected end date of activity: December 30, 2027

1. **Development name: Ludvig E. Harrigan Court, VQ001000024**
2. Activity type: Demolition Disposition
3. Application status: **Approved** demolition application
4. Date demolition application **Approved**: June 5, 2018
5. Number of units affected: 70 units
6. Coverage of action: Total development
7. Timeline for activity: **Completed**: Demolition of all buildings – March 11, 2022
Timeline for activity: **Planned**: Disposition to Developer Partnership
 - a. Actual or projected start date of activity: June 30, 2027
 - b. Projected end date of activity: December 31, 2029

1. **Development name: Nicasio Nico Apartments, VQ001000022**
2. Activity type: Demolition Disposition
3. Application status: **Approved** demolition application
4. Date demolition application **Approved**: May 24, 2017
5. Number of units affected: 60 Units
6. Coverage of action Total development
7. Timeline for activity: **Completed**: Demolition of all buildings – March 1, 2020
Timeline for activity: **Planned**: Disposition to developer partnership

- a. Actual or projected start date of activity: December 30, 2026
- b. Projected end date of activity: December 30, 2028

1. Development name: John F. Kennedy Terrace, VQ001000022

- 2. Activity type: Demolition Disposition
- 3. Application status: **Planned** application
- 4. Date application **Planned** for submission: September 30, 2024
- 5. Number of units affected: 200 Units
- 6. Coverage of action: Total development
- 7. Timeline for activity: Disposition to developer partnership
 - a. Actual or projected start date of activity: December 30, 2024
 - b. Projected end date of activity: December 30, 2026

1. Development name: Ralph deChabert Place, VQ001000021

- 2. Activity type: Disposition
- 3. Application status: **Planned** application
- 4. Date application **planned** for submission: October 31, 2023
- 5. Number of units affected: Vacant Land Only – 19.3 Acres
- 6. Coverage of action: Total development
- 7. Timeline for activity: Disposition to Government of the USVI
 - a. Actual or projected start date of activity: December 31, 2023
 - b. Projected end date of activity: March 30, 2024

1. Development name: Estate Mon Bijou, VQ001009999

- 2. Activity type: Demolition Disposition
- 3. Application status: **Planned** application
- 4. Date application **planned** for submission: September 30, 2023
- 5. Number of units affected: 3 single-family lots and Community Center Building
- 6. Coverage of action: Part of the development
- 7. Timeline for activity:
 - a. Actual or projected start date of activity: December 31, 2023
 - b. Projected end date of activity: January 30, 2024

1. Development name: Hoffman/Nullyberg Property– (No AMP Number)

- 2. Activity type: Disposition
- 3. Application status: **Planned** application
- 4. Date application **planned** for submission: September 30, 2024
- 5. Number of units affected: No units. Land only. 35.8 Acres
- 6. Coverage of action (select one) Total development
- 7. Timeline for activity:
 - a. Actual or projected start date of activity: June 30, 2024
 - b. Projected end date of activity: December 31, 2025

1. **Development name: Williams Delight Villas, VQ001000025**

2. Activity type: Demolition Disposition
3. Application status: **Planned** application
4. Date application **planned** for submission: September 30, 2024
5. Number of units affected: 105 Units (demolition), 160 Units (disposition through homeownership or land sale)
6. Coverage of action: Part of the development
7. Timeline for activity:
 - a. Actual or projected start date of activity: December 31, 2022
 - b. Projected end date of activity: December 31, 2025

1. **Development name: Lucinda Millin Home, VQ001000014**

2. Activity type: Demolition Disposition
3. Application status: **Planned** application
4. Date application **planned** for submission: September 30, 2025
5. Number of units affected: 85 Units
6. Coverage of action: Total Development
7. Timeline for activity:
 - a. Actual or projected start date of activity: December 30, 2025
 - b. Projected end date of activity: December 31, 2027

1. **Development name: Oswald Harris Court, VQ001000011**

2. Activity type: Demolition Disposition
3. Application status: **Planned** application
4. Date application **planned** for submission: February 28, 2024
5. Number of units affected: 16 Units (demolition)
6. Coverage of action: Part of the development
7. Timeline for activity: Disposition to developer partnership
 - a. Actual or projected start date of activity: September 30, 2024
 - b. Projected end date of activity: December 31, 2028

1. **Development name: Paul M. Pearson Gardens, VQ001000014**

2. Activity type: Demolition Disposition
3. Application status: **Planned** application
4. Date application **planned** for submission: January 30, 2025
5. Number of units affected: 120 Units
6. Coverage of action: Total Development
7. Timeline for activity: Disposition to developer partnership
 - a. Actual or projected start date of activity: December 31, 2025
 - b. Projected end date of activity: December 31, 2027

1. **Development name: David Hamilton Jackson Terrace, VQ001000022**
2. Activity type: Demolition Disposition
3. Application status: **Planned** application
4. Date application **planned** for submission: September 30, 2023
5. Number of units affected: 110 Units
6. Coverage of action: Total Development
7. Timeline for activity: Disposition to developer partnership
 - a. Actual or projected start date of activity: Closing Date: December 31, 2023
 - b. Projected end date of activity: December 31, 2025

1. **Development name: Alphonso “Piggy” Gerard, VQ001000022**
2. Activity type: Demolition Disposition
3. Application status: **Planned** application
4. Date application **planned** for submission: September 30, 2023
5. Number of units affected: 26 Units
6. Coverage of action: Total Development
7. Timeline for activity: Disposition to developer partnership
 - a. Actual or projected start date of activity: Closing Date: December 31, 2023
 - b. Projected end date of activity: December 31, 2025

1. **Development name: Wilford Pedro Home, VQ001000025**
2. Activity type: Demolition Disposition
3. Application status: **Planned** application
4. Date application **planned** for submission: June 30, 2023
5. Number of units affected: 98 Units
6. Coverage of action: Total Development
7. Timeline for activity:
 - a. Actual or projected start date of activity: Closing Date: March 1, 2023
 - b. Projected end date of activity: December 31, 2025

Conversion of Public Housing to Project-Based Assistance Under RAD

VIHA will continue based on the 2018 CHAP approvals, the conversion of one or more of its St. Croix properties for conversion to project-based assistance under the Rental Assistance Demonstration Program in 2019. Participation in the program would allow for the redevelopment and/or modernization of properties that VIHA currently does not have the financial resources to undertake.

The Virgin Islands Housing Authority anticipates converting additional developments to project-based assistance under the Rental Assistance Demonstration (RAD) Program.

VIHA certifies that it is currently compliant with all fair housing and civil rights requirements, including those imposed by any remedial orders or agreements that may arise in the future.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing VIHA with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration.

The conversion of the public housing properties to the Multifamily RAD Project-Based Rental Assistance (PBRA) program will entail a meaningful change from VIHA's standard business operations. The properties will transition from the HUD Office of Public and Indian Housing (PIH) Division to the HUD Office of Multifamily Housing (MFH) Division. It is important to understand that the property will no longer be a part of VIHA's regular inventory. Therefore, unlike the RAD PBV program (which remains under PIH), VIHA's HCVP staff will not administer the MF RAD PBRA HAP Contract.

The RAD PBRA HAP Contract will be between HUD and the new Owner. The initial contract will be for 20 years and will be subject to annual appropriations. HUD shall offer, and the Project Owner shall accept, a renewal contract for the prescribed number of units at the expiration of the initial contract and each renewal contract. Each Covered Project with a PBRA HAP Contract will be subject to a 20-year RAD Use Agreement that will renew with the HAP Contract on the property assisted by the HAP Contract.

At conversion, the public housing properties will transition to blended properties, subject to the requirements of both the PBRA and the LIHTC programs. All new applicants must qualify for both programs to be deemed eligible for admission. VIHA's HCVP staff will establish and manage the waiting lists and determine new applicant eligibility. The Owner's Agent (a private property management company) will be responsible for all other aspects of administering the programs and managing the property.

VIHA will establish and maintain two district-wide Multifamily RAD PBRA Wait Lists for the properties converting to project-based rental assistance. One in the District of St. Croix, and one in the District of St. Thomas/St. John. Each list will initially be populated with the current applicants on the public housing waiting list of the same district, and then opened to the public. The existing public housing applicants who wish to be added to both districts' waiting lists will be added to both lists and will maintain their original public housing application date(s).

For public housing projects converting assistance to PBRA under the First Component of the Demonstration, 24 CFR part 880, Section 8 Housing Assistance Payments Program for New Construction as modified for RAD and as set forth in Appendix I (of the Notice H 2019-09) and applicable existing and subsequent Office of Housing guidance will apply.

Special Provisions Affecting the Public Housing Conversions to the RAD PBRA Program may be found in Notice H 2019-09 (Section 1.7).

Project Description: Wilford Pedro Home: The concept plan calls for the existing 98 units to be demolished and replaced with 97 RAD-LIHTC units and one employee-occupied unit. VIHA has received approval of a transfer of assistance (ToA) of these units to the Stoney Ground site as an alternative location to redevelop this project. VIHA has executed a Purchase Agreement for Stoney Ground. An acquisition proposal must be submitted to and approved by HUD as part of the RAD conversion process.

There will be 84 one-bedroom units and 13 two-bedroom units. The remaining unit will be a non-RAD employee occupied unit.

Name of Development	Wilford Pedro Home
AMP #	VQ001000025
PBV or PBRA	PBV
Capital Fund Impact	\$398,175.18
De Minimis Reduction	Yes
Post-Conversion Bedroom Mix	
1 BR	84
2 BR	13
Total Post Conversion Units	97
Pre-Conversion Unit Type	Family
Post-Conversion Unit Type	Elderly/Disabled
Transfer of Assistance	Yes

Current Project Address: 53 Estate Whim, Frederiksted, St. Croix, 00840. The Project will be transferred to Stoney Ground, St. Croix, VI 00840

Project Description: John F. Kennedy Terrace will be demolished in phases as part of a RAD conversion. The first phase will include the transfer of assistance (ToA) to Stoney Ground for the construction of up to 100 units. Phase 2 will consist of the construction of 100 units on site.

VIHA proposes to convert 234 units to RAD, including 200 units at John F. Kennedy Terrace and 34 at Joseph James. These units will be replaced with new units on and offsite.

Name of Development	John F. Kennedy Terrace
AMP #	VQ001000022A
PBV or PBRA	PBV
Capital Fund Impact	\$0.00
De Minimis Reduction	No
Post-Conversion Bedroom Mix	
0 BR	8
1 BR	70
2 BR	60
3 BR	72
4 BR	16
5 BR	8
Total Post Conversion Units	234
Pre-Conversion Unit Type	Family
Post-Conversion Unit Type	Family
Transfer of Assistance	Yes

Project Address: 1 Estate Richmond, Christiansted, St. Croix, 00820

Project Description: The financing transaction of **Basin Triangle (Alphonso “Piggy” Gerard)** will also include the next **D. Hamilton Jackson Terrace** project, which consists of 110 units in 14 residential buildings, as well as a community center. These projects are directly adjacent to each other. These projects comprise 32 one-bedroom units, 60 two-bedroom units, 38 three-bedroom units, and 6 four-bedroom units. The project is in the Estate Richmond neighborhood of Christiansted and includes 32 one-bedroom units, 48 two-bedroom units, 24 three-bedroom units, and six four-bedroom units.

Name of Development	Ralph deChabert (David Hamilton Jackson and Alphonso “Piggy” Gerard)
AMP #	VQ 001000021
PBV or PBRA	PBRA
Capital Fund Impact	\$344,064
De Minimis Reduction	No
Post-Conversion Bedroom Mix	
1 BR	32
2 BR	60
3 BR	42
4 BR	6
Total Pre-Conversion Units	136
Post-Conversion Bedroom Mix	
2 BR	60
3 BR	42
4 BR	6
Total Post -Conversion Units	136
Pre-Conversion Unit Type	Family
Post-Conversion Unit Type	Family

Project Address: The physical address of David Hamilton Jackson is 7 Estate Richmond, Christiansted, St. Croix, and the physical address for Alphonso Gerard is 8 Estate Richmond, Christiansted, St. Croix.

Project Description: Marley Homes and Marley Additions may be combined with Marley Homes into a single Commitment to Enter Housing Assistance Payment (CHAP). These properties in Two Brothers community of Frederiksted in the southwestern part of the Island of St. Croix. The property was built in 1956 with the additions added in 1966. VIHA envisions rehabilitating these 94 units under CHAP.

Name of Development	Marley Homes Additions
AMP #	VQ 001000024
PBV or PBRA	PBV
Capital Fund Impact	\$165,600

De Minimis Reduction	No
Post Conversion Bedroom Mix	
1 BR	8
2 BR	18
3 BR	26
4 BR	8
Total Post-Conversion Units	60
Post-Conversion Bedroom Mix	
1 BR	8
2 BR	18
3 BR	26
4 BR	8
Total-Post Conversion Units	60
Pre-Conversion Unit Type	Family
Post-Conversion Unit Type	Family

Project Address: 190A, 190B&191B, Estate Two Brothers, Frederiksted, St. Croix, VI

Project Description: Oswald Harris Court was built in 1959 and contains 300 units and will be demolished under Section 18 to provide housing with a preference for the elderly.

Name of Development	Oswald Harris
AMP #	VQ 001000011
PBV or PBRA	PBV
Capital Fund Impact	\$817,200
De Minimis Reduction	Yes
Pre-Conversion Bedroom Mix	
1 BR	52
2 BR	96
3 BR	116
4 BR	24
5 BR	12
Total Pre-Conversion Units	300
Post-Conversion Bedroom Mix	
1 BR	49
2 BR	91
3 BR	111
4 BR	23
5 BR	11
Total Post Conversion Units	285
Pre-Conversion Unit Type	Elderly
Post-Conversion Unit Type	Elderly

Project Address: Parcel # 1A Estate Thomas, # 5 New Quarter, St. Thomas, VI

Project Description: Estate Bovoni contains 366 units. All these units will be converted to project-based assistance under RAD.

Name of Development	Estate Bovoni
AMP #	VQ 001000013
PBV or PBRA	PBV
Capital Fund Impact	\$1,001,376
De Minimis Reduction	No
Pre- Conversion Bedroom Mix	
1 BR	61
2 BR	129
3 BR	128
4 BR	48
Total Pre- Conversion Units	366
Post-Conversion Bedroom Mix	
1 BR	61
2 BR	129
3 BR	128
4 BR	48
Total Post- Conversion Units	366
Pre-Conversion Unit Type	Family
Post-Conversion Unit Type	Family

Project Address: #2-3A Estate Bovoni, St. Thomas, VI

Project Description: Aureo Diaz Heights consists of 100 units and was constructed in 1968. The VIHA anticipates converting 75 units to project-based assistance under RAD and 25 units to project-based assistance under the standard PBV program.

Name of Development	Aureo Diaz Heights
AMP #	VQ 001000023
PBV or PBRA	PBV
Capital Fund Impact	\$272,400
De Minimis Reduction	No
Pre-Conversion Bedroom Mix	
1 BR	22
2 BR	32
3 BR	16
4 BR	10
Total Pre-Conversion Units	100
Post-Conversion Bedroom Mix	
1 BR	22

2 BR	32
3 BR	36
4 BR	10
Total Post Conversion Units	100 (75 RAD/25 Standard PBV)
Pre-Conversion Unit Type	Family
Post-Conversion Unit Type	Family

Project Address: # 5 Upper Bethlehem, Kingshill, St. Croix, VI

Project Description: The Knolls at Contant was built in 1971 and contains 96 unit. The agency anticipates converting this property to RAD as an operational conversion.

Name of Development	The Knolls at Contant
AMP #	VQ 001000015
PBV or PBRA	PBV
Capital Fund Impact	\$208,512
De Minimis Reduction	No
Pre-Conversion Bedroom Mix	
1 BR	8
2 BR	20
3 BR	56
4 BR	8
Total Pre-Conversion Units	96
Post-Conversion Bedroom Mix	
2 BR	8
3 BR	20
4 BR	56
5 BR	8
Total Post Conversion Units	96
Pre-Conversion Unit Type	Family
Post-Conversion Unit Type	Family

Project Address: #171 Estate Contant, St. Thomas, VI

Project Description: Mount Pleasant was built in 1971 and contains 44 units. All of these units will be converted to project-based rental assistance under RAD. VIHA anticipates that will be an operational conversion.

Name of Development	Mount Pleasant
AMP #	VQ 001000023
PBV or PBRA	PBV
Capital Fund Impact	\$119,856
De Minimis Reduction	No
Pre-Conversion Bedroom Mix	

1 BR	0
2 BR	24
3 BR	20
4 BR	0
Total Pre-Conversion Units	44
Post-Conversion Bedroom Mix	
1 BR	0
2 BR	24
3 BR	20
4 BR	0
Total Post Conversion Units	44
Pre-Conversion Unit Type	Family
Post-Conversion Unit Type	Family

Project Address: #5 Estate Mount Pleasant, St. Croix, VI

Units with Approved Vacancies for Modernization

VIHA’s public housing portfolio is organized into 12 Asset Management Projects (AMPs) and includes 2,525 public housing units. VIHA is focused on the rehabilitation of vacant apartments. VIHA currently has approximately 15 vacant apartments undergoing modernization. VIHA will continue to assess the number of units to be exempted under this category during the fiscal year.

Project-Based Vouchers

VIHA administers the Territory’s Housing Choice Voucher Program, which is budgeted to provide rental assistance to 2,162 low-income households. VIHA provides project-based rental subsidy to affordable housing sites on St. Thomas and St. Croix. VIHA will advocate for increased funding allocations to provide additional units with Project-Based Vouchers (PBV). VIHA will support changes in HUD regulations to increase the cap of PBV available in its funding allocation.

B4. Most Recent Fiscal Year Audit

VIRGIN ISLANDS HOUSING AUTHORITY SCHEDULE OF FINDINGS AND QUESTIONED COSTS DECEMBER 31, 2021

I. Summary of Auditors' Results

Financial Statement Section

- | | | |
|----|---|---------------|
| 1. | Type of auditors' report issued: | Unmodified |
| 2. | Internal control over financial reporting | |
| | a. Material weakness(es) identified? | No |
| | b. Significant deficiency(ies) identified? | None Reported |
| 3. | Noncompliance material to the financial statements? | No |

Federal Awards Section

- | 1. | Internal control over compliance: | | | | | | | | | |
|--------------------|---|--------------------|--------------------------------|--------|-----------------------------------|--------|---|--------|-----------------------------|--|
| | a. Material weakness(es) identified? | No | | | | | | | | |
| | b. Significant deficiency(ies) identified? | None Reported | | | | | | | | |
| 2. | Type of auditors' report on compliance for major programs: | Unmodified | | | | | | | | |
| 3. | Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? | No | | | | | | | | |
| 4. | Identification of major programs: | | | | | | | | | |
| | <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 30%;"><u>CFDA Number</u></th> <th style="text-align: left;"><u>Name of Federal Program</u></th> </tr> </thead> <tbody> <tr> <td>14.850</td> <td>Public and Indian Housing Program</td> </tr> <tr> <td>14.PHC</td> <td>Public and Indian Housing Program - CARES Act</td> </tr> <tr> <td>14.872</td> <td>Public Housing Capital Fund</td> </tr> </tbody> </table> | <u>CFDA Number</u> | <u>Name of Federal Program</u> | 14.850 | Public and Indian Housing Program | 14.PHC | Public and Indian Housing Program - CARES Act | 14.872 | Public Housing Capital Fund | |
| <u>CFDA Number</u> | <u>Name of Federal Program</u> | | | | | | | | | |
| 14.850 | Public and Indian Housing Program | | | | | | | | | |
| 14.PHC | Public and Indian Housing Program - CARES Act | | | | | | | | | |
| 14.872 | Public Housing Capital Fund | | | | | | | | | |
| 5. | Dollar threshold used to distinguish between Type A and Type B Programs: | \$1,901,953 | | | | | | | | |
| 6. | Auditee qualified as low-risk Auditee? | No | | | | | | | | |

B5. Progress Report

Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. For Fiscal Year 2023, VIHA has restated its mission statement and refined its Strategic Framework. The figure below diagrams VIHA’s four (4) overarching goals and twenty (20) sub-goals. VIHA will concentrate on improving quality control and transparency, enhancing its housing portfolio, increasing operational efficiency while encouraging resident advocacy.

VIHA'S FY 2021-2025 Strategic Framework			
The Virgin Islands Housing Authority encourages the development and professional management of a variety of affordable housing opportunities, facilities and supportive services to sustain vibrant and progressive communities, provide economic development and self-sufficiency options for residents, assuring equal access to quality housing and safer communities through partnerships.			
Goal 1. Implement Asset Repositioning and Redevelopment Plan by maximizing the leveraging of federal funds	Goal 2. Develop and Implement industry best practices in HR, IT and Procurement divisions through systems, processes and procedures	Goal 3. Implement industry best practices in Asset Management and HCVP	Goal 4. Increase resident economic family self-sufficiency through mixed-income communities and leveraging Housing Choice Vouchers
FY2021	FY2022	FY2023	FY2024
FY 2023 Sub-Goals			
1A. Implement portfolio transformation through Asset Repositioning Plan and HUD's RAD Program	2A. Research & Implement industry best practices in IT to support Asset Management	3A. Procure and Implement Asset Management Company to manage 3rd Party Property Management	4A. Develop a core resident services platform designed for progressive economic family self-sufficiency
1B. Expedite relocation, demolition & redevelopment of Tutu High-Rise on three sites	2B. Coordinate process to effectively prepare and retrieve Executive Office and Board documents	3B. Implement strategies to reduce accounts receivables to benchmark standard of 2% of rents	4B. Forge stakeholder & resident leadership support of Asset Repositioning Plan & deconcentration of poverty
1C. Expedite relocation, demolition & redevelopment of JFK on two or three sites	2C. Negotiate a fair and progressive collective bargaining agreement and introduce performance-based evaluations for staff	3C. Increase REAC overall Inspection score on PHAS with implementation of a Preventative Maintenance Plan	4C. Promote resident lease accountability to transition from legacy public housing to other subsidy models
1D. Expedite relocation, demolition & redevelopment of Lucinda Millin into senior housing and healthcare model	2D. Determine agency training requirements, and coordinate and evaluate effectiveness of training	3D. Improve quality of life through sustained curb appeal strategies including enhanced landscape features at all developments	4D. Develop action plan to increase resident financial literacy to participate in homeownership initiatives
1E. Expedite planning, demolition & redevelopment of VIHA's Central Office with mixed used facility	2E. Update Personnel Policy to implement progressive performance appraisal with Reward & Recognition plan	3E. Procure 3rd party property management companies to manage public housing AMPs by District	4E. Implement public relations and education programs for residents, landlords and the public to understand the value of Housing Choice vouchers
FY2025			
Goal 5. Prepare People, Processes and Procedures for functional transition of operations to support 10-Year Redevelopment Plan			
5A. Develop a Short-term Strategic Plan for IT including a Dashboard for senior staff to monitor operational progress towards achieving goals.			
5B. Develop an Executive Office electronic archival and retrieval system for resolutions,			
5C. Negotiate a fair and progressive collective bargaining agreement and introduce performance-based evaluation for staff growth and development.			
5D. Implement training for key positions to support transition to 3rd-Party Property Management and 10-Year Redevelo			
5E. Update Personnel Policy to implement progressive performance evaluation with reward and recognition plan			

VIHA Strategic Goal 1: Implement Asset Repositioning and Redevelopment Plan by maximizing the leveraging of federal funds.

Goal No. 1 Objectives:

Sub-goals:

A. Implement portfolio transformation through Asset Repositioning Plan and HUD's RAD Program

Status: The goals in the Transition Agreement have all been completed except for the Public Housing Occupancy and Residents Account Receivables which are longer-term in nature and are appropriately monitored in the Public Housing Assessment System (PHAS).

B. Expedite relocation, demolition & redevelopment of Tutu High-Rise on three sites

Status: Relocation of all 284 Estate Tutu Residents was successfully completed with the last resident moving out on December 21, 2018. Construction of Phase I of the Estate Tutu Redevelopment on the old Estate Donoe site began on December 7, 2020, to start the 3-phase redevelopment of the former Estate Tutu Hi-Rise Apartments. Phase II is scheduled to start in January 2023.

C. Expedite relocation, demolition & redevelopment of JFK on two or three sites

Status: Relocation for John F. Kennedy residents is currently on hold. Relocation began with 157 families in place in 2021. However, as per the directive of the Governor, VIHA has held back on this relocation initiative, and has realigned its redevelopment efforts to make sure that a new development is constructed for the families to relocate to. Instead of providing HCVP vouchers or placement in other LIPH units.

D. Expedite relocation, demolition & redevelopment of Lucinda Millin into senior housing and healthcare model

Status: VIHA has committed to plan and provide relocation options for seniors prior to demolition. The schedule is still being formulated.

E. Expedite planning, demolition & redevelopment of VIHA's Central Office with mixed used facility

Status: VIHA is still working on design of its existing office location, other location options and the best configuration to support a more professional office for clients that provides the needed service and safety precautions, with the observance of new health protocols.

VIHA Strategic Goal 2: Develop and Implement industry best practices in HR, IT and Procurement divisions through systems, processes, and procedures.

Goal No. 2 Objectives:

Sub-goals:

A. Research & Implement industry best practices in IT to support Asset Management

Status: The capabilities of the IT organization help to identify operational readiness in the characteristics and competencies required to support Asset Management effectively. The IT Department continues to rebuild its infrastructure that was damaged from the hurricanes of 2017. Once that infrastructure rebuild is completed in 2023, the support necessary to properly network and provide the connectivity and efficiency to Asset Management will be more realistic.

B. Coordinate process to effectively prepare and retrieve Executive Office and Board documents

Status: Our IT Department has implemented a web-based solution for Board documents to be retrieved from VIHA's website. This process is being refined as VIHA continues to update its IT platform and its website.

C. Negotiate a fair and progressive collective bargaining agreement and introduce performance-based evaluations for staff

Status: VIHA successfully negotiated its 2022-2024 Collective Bargaining Agreement with the United Steelworker Union (Locals 8248 and 8249). VIHA will continue to foster a positive and collaborative relationship with the Unions and work towards developing and implementing a fair and equitable performance-based system for its unionized and non-unionized employees.

D. Determine agency training requirements, and coordinate and evaluate effectiveness of training

People are our most valued resource and VIHA will invest in their growth and development through and integrated training approach for employees at all levels (union and non-union). The integrated approach will be based on:

Manager as Coach: Coaching for performance and development training will be provided to all managers of employees. Managers will learn communication, delegation, goal setting, setting clear expectations, coaching conversation, and performance management skills.

These new skills will help managers identify the skills and training needed for their employees to successfully achieve their goals. Individual development plans will be created focused on the 3Es of development.

- Development through Experience (on-the-job training, learning from mistakes, job sharing, etc.)
- Development through Exposure (mentoring, coaching, accountability groups, etc.)

- Development through Education (formal training, conferences,

In addition to performance related learning, employees will have the opportunity to improve or develop in the following areas:

Project Management, Negotiating, Critical Thinking, Emotional Intelligence, Conflict Resolution, Building Trust, Developing and Managing Relationships etc.

Lastly, the senior leadership team and board members will receive an Emotional Intelligence diagnostic Leadership Assessment to identify strengths and areas for development. Professional coaching services will be provided to help leaders meet their development goals.

F. Update Personnel Policy to implement progressive performance appraisal with Reward & Recognition Plan.

Status: VIHA completed an update of its 2002 Personnel Policy and Procedures Manual and replaced it with a new Personnel Handbook. VIHA is currently reviewing a Reward and Recognition Policy to support performance improvement. These documents will be submitted to the Board, and it is anticipated that both documents will be implemented in FY 2023.

VIHA Strategic Goal 3: Implement industry best practices in Asset Management and HCVP.

Goal No. 3 Objectives:

Sub-goals:

A. Procure and Implement Asset Management Company to manage 3rd Party Property Management Companies

Our goal is to develop our transitioning staff to be competitive in the public/private job markets. To accomplish this goal, the authority will provide internal and external education and training opportunities to help them increase their competence and people skills.

Properties that are transitioning to 3rd-party property management will be identified; key positions and employees will be identified for training. VIHA will conduct a needs analysis to identify training and development needs of employees. Training content will be curated or developed. VIHA will oversee training and development plan to ensure training needs are being met. Throughout the training phase, course(s) and content will be evaluated to determine return on investment.

B. Implement strategies to reduce accounts receivables to benchmark standard of 2% of rents

Status: Staff have put in place measures for residents to report loss of income to adjust the resident's rent accordingly. This ensures the residents do not incur undue rent burdens. Information regarding loss of employment and how the Property Manager can assist the household has been

communicated via public service announcements, press releases, as well as direct mailings to all Public Housing residents. Resident Account Receivable is one of the categories that is scored by HUD for the financial indicators.

The objective of the Department of Asset Management is to purge the balances and determine the accuracy of each Resident's TARs by taking into consideration deferred maintenance repairs and adjusting the individual accounts accordingly. We continue to use the following objectives to reduce the TARs balance:

- Adjust TARs balances by deducting deferred maintenance
- Implement interim rent adjustments due to loss of household income
- Prioritize the largest household TARs balances and secure repayment agreements

C. Increase REAC overall Inspection score on PHAS with implementation of a Preventative Maintenance Plan

Status: The Agency continues to refine its processes toward this objective, including utilizing a work order grouping system (i.e., emergency, routine, or inspections), reviewing existing staff's skills and conducting targeted placement to address work orders (i.e., plumbing, electrical, carpentry, masonry, etc.). The Agency is currently focused on reducing the amount of open work orders. A Preventative Maintenance Plan was developed in the first quarter of 2020. Due to the challenges and setbacks caused by COVID-19, it is safe to say, the launching of the Preventative Maintenance Plan will not be as effective as originally planned until the mid-2023.

D. Improve quality of life through sustained curb appeal strategies including enhanced landscape features at all developments

Status: A plan to enhance curb appeal has been developed considering the existing landscape unique to each development. Existing personnel is currently receiving on the job training on enhancing the landscape and maintaining curb appeal. Pilot sites are being selected to implement an example of what this new landscaping element would look like; one site on St. Thomas and one site on St. Croix.

E. Procure 3rd party property management companies to manage public housing AMPs by District

Status: VIHA is working with its developer partners to engage third-party property management companies in each new development.

VIHA Strategic Goal 4: Increase resident economic family self-sufficiency through mixed-income communities and leveraging Housing Choice Vouchers.

Goal No. 4 Objectives:

Sub-goals:

A. Develop a core resident services platform designed for progressive economic family self-sufficiency.

1. Operationalized Policies & Procedures

Resident Wellness & Empowerment leadership developed a comprehensive departmental operations manual which consist of updated policies and procedures for each functional area within the department. This includes service coordination, Family Self-Sufficiency (FSS), Resident Councils, and grants and contracts administration. In each area of department operations, policies and procedures will be developed based upon HUD guidelines and an examination of best practices.

2. Staffing & Recruitment

Recruitment - Resident Wellness & Empowerment (RWE) has developed new job descriptions for each area of the department and recruitment will continue to thoughtfully fill the existing vacancies within the department. Recruitment efforts will include internal candidates and both local and national outreach. – New job descriptions for all positions within the RWE have been finalized and posted through HR’s regular recruitment channels. HR has reported a great response thus far to each of the open positions within RWE.

3. Training & Skill Development – RWE will develop and implement a comprehensive training workshop which will train staff on the new direction of the department, their roles, and new processes for conducting the day-to-day work of facilitating resident success. Additionally, team members will be provided with a required menu of trainings that addresses needed skill development areas.

University of the Virgin Islands/School of Social Work – Steps to formalize a relationship between UVI and its School of Social Work and VIHA has completed. RWE department will serve as a field placement internship site for Social Work students in both the undergraduate and graduate Social Work programs.

4. Bright Path Community Health & Wellness Centers

Via the U. S. House of Representatives Committee on Appropriations, VIHA and its RWE department has secured a total of \$300,000 to implement strategies designed to address the mental health needs of residents residing in VIHA communities. RWE will collaborate with selected community partners to create and operate Community Health and Wellness centers ensuring the provision of onsite mental health and connections to other health related services in community center space located in two (2) VIHA public housing communities (1 in St. Thomas

and 1 in St. Croix). Deploying Community Health Workers, a specific focus will be given to elderly and disabled individuals in their quest to achieve healthy aging, thus creating a supportive housing environment.

- VIHA and RWE will continue to identify and secure funding to support the ongoing operations of this initiative which seeks to achieve the following outcomes.
- Convenient and easily accessible
- Improved mental and physical health
- Increased mental bandwidth to execute tasks that help lift residents out of poverty
- Decreased lease violations

5. Relationship Building

To aid RWE staff in ensuring the success of implementing the Bright Path strategy and facilitating positive resident outcomes, RWE will be procuring some specific specialized professional consulting services for the purposes of aiding its staff in developing effective relationships and partnerships with VIHA residents, community service providers (both nonprofit and governmental), and the broader community. The selected firms will be specifically charged with leading RWE in the development of a comprehensive community engagement strategy and a marketing and communications strategy.

B. Forge stakeholder & resident leadership support of Asset Repositioning Plan & deconcentration of poverty

Bright Path Community Service Coordination Plans

Based on data collected via a needs assessment process, CRRCs will develop Bright Path Community Service Coordination Plans for the communities in which they are responsible for ensuring service coordination for. Upon final approval of RWE leadership, CRRCs will implement those plans while working with individuals or families in their assigned communities and with community partners to identify and implement strategies and interventions to facilitate positive outcomes and individual and family wholistic wellness.

Resident Councils

Instrumental in ensuring connections to services and resources and positive resident outcomes is the operations of effective Resident Councils at each VIHA community. The role of all VIHA resident councils is to improve the quality of life and resident satisfaction as well as participating in self-help process while enabling residents to create positive living environments for all residents living in VIHA communities. Resident Councils will actively participate in the wellness and empowerment of residents via a working partnership with VIHA. Thus, VIHA will work to ensure the effective operations of more Resident Councils within VIHA communities this upcoming year.

C. Promote resident lease accountability to transition from legacy public housing to other subsidy models

Status: VIHA will educate resident council members on lease provisions with emphasis on the Community Service and Self-Sufficiency requirement. VIHA will seek community service placement opportunities with government agencies, the non-profit sector, the business sector, the VIHA Governing Board and through the members of the FSS Program Coordinating Committee.

D. Develop action plan to increase resident financial literacy to participate in homeownership initiatives

Status: VIHA will continue to work closely with property managers, duly elected resident leaders and other interest community stakeholders to conduct resident meetings with the goal of orienting, educating, and encouraging residents about importance and benefits of resident council membership. VIHA will continue to identify interested residents, aid, support, schedule coordination and conduct resident council elections in accordance with HUD guidelines.

E. Implement public relations and education programs for residents, landlords and the public to understand the value of Housing Choice vouchers.

Status: VIHA will distribute posters, flyers, and brochures for the Family Self-Sufficiency program (FSS), within VIHA communities, during annual resident certification, and in the broader community. VIHA will showcase resident programs and successful outcomes. VIHA will participate in community fairs and events which align with current agency priorities and initiatives.

Goal No. 5 Objectives: Prepare People, Processes and Procedures for functional transition of operations to support 10-Year Redevelopment Plan

Sub-goals:

A. Develop a Short-term Strategic Plan for IT including a Dashboard for senior staff to monitor operational progress towards achieving goals.

Status: Administrative Fundamentals

It is essential to have the proper governance and policies defined to drive the direction of VIHA's technology landscape. A successful governance implementation will require support from the entire organization and a culture shift to support processes under the new model. This shift will need executive sponsorship to help drive the establishment and execution of new policies. Management's lack of commitment may deliver half-implemented processes or zero traction toward change. Critical activities involved with this include:

- Establish frameworks detailing SOPs (Standard Operating Procedures) for IT

- Develop a data resilience plan
- Develop business continuity strategy
- Develop Service Level Agreements to improve our customer’s experience

Core Infrastructure

Establishing a sustainable infrastructure to support the Housing Authority's current business is vital to realizing future capabilities. Areas of focus include:

- Updating St. Thomas and St. Croix server rooms to provide a secure environment of physical assets.
- Establish high-availability architecture to mitigate against potential vulnerabilities and outages from natural and malicious events.
- Hardened IT security to bolster protection from attacks and data breaches.

Workforce Expansion

VIHA should consult a network architect to assess the environment and further determine the effort required to develop their infrastructure. This assessment and the VIHA technology roadmap can establish a refined budget and timeline to conclude the prioritization and scale of its infrastructure needs.

As VIHA matures its infrastructure and services, positioning the right resources to support the growth is critical to ensuring success. VIHA should consider acquiring an additional full-time employee to reinforce its support model. An analyst or engineer having a range of experience in supporting VIHA's infrastructure and services will also benefit its future growth strategy.

B. Develop an Executive Office electronic archival and retrieval system for resolutions,

Status: After documenting the system requirements, an electronic portal was developed and posted to VIHA’s website. Further enhancements are necessary.

C. Negotiate a fair and progressive collective bargaining agreement and introduce performance-based evaluation for staff growth and development.

Status: The authority’s leadership team will meet with USW representatives to discuss proposed improvements in our performance-based evaluation process. Over the next year, we will develop a strategy that will improve performance conversations and coaching leading to the implementation individual development planning. Our goal is to help employees identify their employment goals and the steps required to achieve those goals.

Our employee union representatives will be invited to join Employee Action Groups (EAG) to provide vital consultation during the development of our new performance evaluation and management practice. See timeline listed under goal 3E.

D. Implement training for key positions to support transition to 3rd-Party Property Management and 10-Year Redevelopment.

Our goal is to develop our transitioning staff to be competitive in the public/private job markets. To accomplish this goal, the authority has provided internal and external education and training opportunities to help them increase their competence and people skills.

Properties that are transitioning to 3rd-party property management will be identified; key positions and employees will be identified for training. VIHA will conduct a needs analysis to identify training and development needs of employees. Training content will be curated or developed. VIHA will oversee training and development plan to ensure training needs are being met. Throughout the training phase, course(s) and content will be evaluated to determine return on investment.

E. Update Personnel Policy to implement progressive performance evaluation with reward and recognition plan.

Having a consist performance evaluation, management, recognition, and reward practice is critical to the success of the authority. The practice must meet the organization where we are today with measurable steps that will help the authority transition to a performance evaluation and management process tied to measurable objectives and key results for each area of operations. In addition, employees and union must be engaged in the process from the start. To accomplish this, an employee action group will be established.

VIHA has hired a Director of Administration responsible for human resources, procurement, training, legal, and strategy. This first step in developing a new performance evaluation and management strategy is to gain buy-in at all levels of the organization. To accomplish this, an Employee Action Group (EAG) consisting of managers, skilled and professional employees. The group will be responsible for evaluating our current state, highlighting gaps in process, workflow, and systems, and reimaging the future state and inform our strategy, change, training, and communication plans. Plans will be vetted with VIHA's union representatives.

All employees will receive training on the new performance evaluation and management practice in the fall of 2023. Supervisors will receive additional training related to coaching teams for performance. Year-End performance reviews will be conducted using the new practice.

During the first quarter of 2024, supervisors will receive training on employee engagement, creating development plans, recognition, and rewards.

6. Resident Advisory Board (RAB) Comments.

B6. Resident Advisory Board (RAB) Comments

Resident Advisory Board (RAB) Review Questions/Answers

What other languages are the Annual Plans translated to?

Response: The plans are currently translated into Spanish.

Are we able to translate them to Creole?

Response: Yes

Please provide the RAB with a list of acronyms.

Response: Email and hard copies will be delivered to RAB members. <https://www.hud.gov/about/acronyms>

What is the plan?

Response: This is the plan. We are going to go over the plan with you tonight. If you have any questions, please contact us.

Why is the annual plan completed?

Response: The plan is an annual document that every Public Housing Authority (PHA) has to complete every year that directs our movement and actions for every department. In other words, the annual plan is a comprehensive guide to PHA policies, operations, and strategies for meeting local housing needs and goals. We are in the fourth (4th) year of our five (5) year annual plan cycle.

Where can we find the Urban Land Institute report?

Response: The report can be found on VIHA's website and the Urban Land Institute's website.

Ms. Pelle was explaining the AMP table and the AMP Average Income. The average income divided by the average bedroom factor is equal to the average income for each household within an AMP.

Based on this information the average income is based on everybody in the community?

Response: Correct

Ms. Pelle, If I'm reading this information right, then the average income for Marly Homes is \$15,000?

Response: Correct

What does EIR stand for?

Response: Established Income Range. This is a number that comes from HUD, and we drop that into the table and then it's divided.

The table shows 102 occupied homes in Williams Delight. Is that correct?

Response: Yes, that is correct.

The 102 units listed as occupied in Williams Delight, that does not include homeowners, correct?

Response: That's correct. Those are residents that are living there but haven't purchased it yet.

Will this report list the number of purchased homes?

Response: Yes, under the homeownership section.

The listing for the number of residents in Williams Delight, if our council needed to verify the number of children residing here, could we get that information from VIHA?

Response: Yes, definitely. It could be broken down by age too.

If we submitted a request for that information, how long would it take?

Response: No more than two days.

Why was the Youth Build program disbanded.

Response: We applied but did not receive it. The dynamics of the program changed. It is one of the goals as we build capacity for our residents.

What if there is a unit between two homeowners that needs to be demolished? How would you go about doing that?

Response: There is a second part to the plan after we do the demolition. We are going to start selling the empty lots.

Is the demolition at Williams Delight still focused on the east side of the community?

Response: No, demolition will be throughout the community. Initially, demolition was limited to the east side of the community based on a structural analysis that was completed. Based on new information, we decided to do another structural analysis and hired a different company, which resulted in the identification of homes to be demolished that included the west side of the community.

Can someone purchase a home identified for demolition and do their own demolition?

Response: The current application we have is to demolish rather than dispose of them. Yes, we could create a plan that would say, "we're going to dispose of the buildings to individuals, and they will be responsible for the demolition. What happens if we sell, and the new owner does not demolish the unit in a timely manner?"

Could you have a contract that stipulates the demolition schedule as part of the closing?

Response: Yes, we could do that legally. It's complicated, but the short answer is yes, a unit scheduled to be demolished could be sold "As Is" and the new homeowner would be responsible for the demolition. The contract could stipulate that if the demolition and rebuilt are not completed within a predetermined timeframe, the ownership of the land and building would revert back to VIHA.

Should we add that to the plan?

Response: We are going to add that into the RAB Board Resident Counsel comments, but I think we have to include additional narrative.

Jimmy, do we have to get approval to implement this?

Response: Yes, it would have to be added to the Section 18 application. We want a timeframe for homeowners to complete the demolition. We don't want an eye sore of units that have not been demolished. Jimmy: We just did that for New Haven a couple of weeks ago. We're selling "As Is" and then there is a timeframe for those units to be demolished and rebuilt.

We would have to have another appraisal done of the land and building to calculate the "As Is" price for the land and building. Those appraisals would have to be completed before we submit the Section 18 plan to HUD.

We would want it to be available to all buildings identified for demolition.

So, the homes are going to be reappraised?

Response: The lots with buildings that have to be demolished will need to be reappraised to determine a price.

The original plan is still in place. We will look at a new plan to sell lots with buildings that have to be demolished.

Some of our units are in a flood zone. If you decide to purchase a home in the flood zone, are they priced lower.

Response: No. As long as they are not structurally affected, will sell them as long as the homeowners have flood insurance. Could we have different values for homes in the flood zone? Yes, if VIHA wishes to do that. Homes are already being sold below market value prices.

I'm waiting for a reimbursement from VIHA. What can I do to speed up the reimbursement process?

Response: You don't have to do anything. Jimmy, she could still go through the other part of the process, right? We have a priority list, and we have to do the survey and appraisal.

I'm sure my name is not on your list. If you could double check that for me.

Response: Okay, will do.

Community Service and Self-Sufficiency:

RWE will establish community centers to Implement Wellness & Education Support. RWE has funds to support the establishment of wellness centers and after-school academic sites; two (2) in STT and one (1) in STT.

Are we going to have our after school programs in our community (Williams Delight) as of January 2024.

Response: Yes, the program will start in 2024, but unfortunately Williams Delight is not on the first round of communities that's being rolled out in January 2024. However, residents of Williams Delight will have access to these community centers and be able to take advantage of our academic support.

How will are students get to the center?

Response: Those are challenges we have to address. For now, the official answer is that there are no afterschool buses, or parents will have to provide transportation.

Why wasn't Williams Delight selected for this program?

Response: Our selection process considered two community characteristics; (1) we looked at the community profiles. We discussed the demographics and the number and school age children living within each community. (2) We assessed and surveyed each community.

Community assessment and surveys were completed, and when we applied for the grant, we identified the communities that had the greatest need. At the time Williams Delight did not have a greater need than the other communities.

How about doing something about the older people who have not finished school? Could we create a program that serves this population?

Response: You are a very active resident council. You can help push our needs. Absolutely, if you meet with your community and identify this as a need, we can help secure funding to implement. We are going to be guided by you (resident councils). We work with you to identify funds and spacing.

What is the JFK Blast Zone?

Response: JFK is located in Christiansted near the WAPA Electric Utility Plant, where large amounts of propane are stored. A blast zone is an area in which there may be a danger to any person or property from flying material, or any other hazardous condition resulting from a blast. We cannot rebuild units that are inside of this zone.

I'm listening to all of the upcoming demolition and redevelopment, we are presently back into another hurricane season. The roofs still need to be fixed under the FEMA from 2017. I'm not hearing anything about repairs from 2017 and we are now in 2023 hurricane season. What's happening to the FEMA pending repairs from 2017?

Response: We started some of the FEMA repairs in Williams Delight, to date we've completed 12 and there are another 8 that are pending. FEMA repairs are ongoing.

Could we find out which residents are in the list of 8?

Response: Because Williams Delight is such a big community, I think the PW for that is over 300 pages. So, we are just going down the list. Yes, I can get the list for you.

Will residents be notified when the work is going to be done?

Response: Yes, just like we did for the others that have been repaired.

C1. Capital Improvements

See HUD Form- 50075.2

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 02/28/2022

Status: Approved

Approval Date: 12/28/2021

Approved By: CORDOVA, ANTONIO

Part I: Summary						
PHA Name: VIRGIN ISLANDS HOUSING AUTHORITY		<input checked="" type="checkbox"/> Locality (City/County & State) <input type="checkbox"/> <input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:)				
PHA Number: VQ001						
A.	Development Number and Name	Work Statement for Year 1 2021	Work Statement for Year 2 2022	Work Statement for Year 3 2023	Work Statement for Year 4 2024	Work Statement for Year 5 2025
	AUTHORITY-WIDE	\$6,981,504.63	\$5,586,347.00	\$2,979,471.50	\$7,842,800.91	\$8,445,503.14
	LOUIS E. BROWN VILLAS (VQ001000023)	\$650,000.00	\$1,313,895.00	\$1,518,124.50	\$1,940,987.86	\$1,940,987.86
	OSWALD E. HARRIS COURT (VQ001000011)	\$404,986.37		\$813,895.00		
	PAUL M PEARSON GARDENS (VQ001000014)	\$320,000.00		\$1,875,000.00	\$204,527.05	
	JOHN F. KENNEDY TERRACE (VQ001000022)	\$1,100,000.00				
	ESTATE BOVONI APARTMENTS (VQ001000013)	\$100,000.00		\$1,700,000.00		
	MICHAEL J. KIRWAN TERRACE (VQ001000015)	\$80,000.00	\$571,249.00	\$500,000.00		
	WILLIAMS DELIGHT VILLAS (VQ001000025)	\$750,000.00	\$2,915,000.00		\$398,175.18	
	RALPH DECHABERT PLACE (VQ001000021)			\$1,000,000.00		

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$6,981,504.63
ID0014	Management Improvements (Management Improvement (1408)-Staff Training)	Training - Asbestos/Lead/Mold Training - Section 3		\$10,000.00
ID0015	Administration (Administration (1410)-Salaries)	Administration Fees		\$1,038,649.10
ID0016	Operations (Operations (1406))	Management Operating Budget		\$2,077,298.20
ID0051	All AMPS (Dwelling Unit-Exterior (1480)-Other, Dwelling Unit-Interior (1480)-Other)	IDIQ Vacant Unit		\$2,750,000.00
ID0067	Fees & Cost (Contract Administration (1480)-Other, Contract Administration (1480)-Other Fees and Costs)	A & E Services		\$955,557.33
ID0068	Relocation (Contract Administration (1480)-Relocation)	Relocation Cost		\$50,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0069	Various Sites (Dwelling Unit-Interior (1480)-Other)	Interior 504 Contracts		\$100,000.00
	LOUIS E. BROWN VILLAS (VQ001000023)			\$650,000.00
ID0017	AMP 23 - VQ1-12/24B - Aureo Diaz Heights/Candido Guadalupe (Dwelling Unit-Interior (1480)-Electrical)	Electrical Upgrade		\$300,000.00
ID0019	AMP 23 -VQ1-22-Mount Pleasant (Dwelling Unit-Exterior (1480)-Other)	Buildings Exterior Renovation		\$350,000.00
	OSWALD E. HARRIS COURT (VQ001000011)			\$404,986.37
ID0021	AMP 11 -VQ1-5/Oswald Harris Court (Dwelling Unit-Exterior (1480)-Other, Dwelling Unit-Exterior (1480)-Roofs)	Repairs to Hurricane Damage Roofs/Solar Water Heaters		\$404,986.37
	PAUL M PEARSON GARDENS (VQ001000014)			\$320,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	ESTATE BOVONI APARTMENTS (VQ001000013)			\$100,000.00
ID0054	AMP 13 - VQ 1-19/Estate Bovoni (Dwelling Unit-Exterior (1480)-Roofs)	Repairs to Hurricane Damaged Roofs		\$100,000.00
	MICHAEL J. KIRWAN TERRACE (VQ001000015)			\$80,000.00
ID0055	AMP 15-VQ1-44/Contant Knolls (Non-Dwelling Site Work (1480)-Storm Drainage, Non-Dwelling Site Work (1480)-Fencing)	Installation of Retaining Wall & Drainage		\$80,000.00
	WILLIAMS DELIGHT VILLAS (VQ001000025)			\$750,000.00
ID0058	AMP 25-VQ1-15/Williams Delight (Dwelling Unit - Demolition (1480))	Demolition of Units		\$750,000.00
	Subtotal of Estimated Cost			\$10,386,491.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$5,586,347.00
ID0023	Management (Management Improvement (1408)-Staff Training)	Management Improvement		\$60,000.00
ID0024	Administration (Administration (1410)-Salaries)	Administration		\$1,038,649.10
ID0025	Operations (Operations (1406))	Operating Budget		\$1,580,822.40
ID0045	Fees & Cost (Contract Administration (1480)-Other Fees and Costs, Contract Administration (1480)-Relocation)	A&E Services and Relocation cost		\$300,000.00
ID0050	ALL AMPs(Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Mechanical, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers)	IDIQ Vacant Unit		\$2,606,875.50
	LOUIS E. BROWN VILLAS (VQ00100023)			\$1,313,895.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		2	2022		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
ID0026	AMP 23 -VQ1-12-Aureo Diaz Heights (Non-Dwelling Exterior (1480)-Other)	Upgrade Electrical Meter Base and service line for 30 units - 2bldgs			\$1,313,895.00
	WILLIAMS DELIGHT VILLAS (VQ001000025)				\$2,915,000.00
ID0027	AMP 25 -VQ1-15/Williams Delight(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)- Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Mechanical, Dwelling Unit-Interior (1480)-Other, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers)	Vacant Unit Rehabilitation - 53 Units			\$2,915,000.00
	MICHAEL J. KIRWAN TERRACE (VQ001000015)				\$571,249.00
ID0040	AMP 15-VQ1-7/44 / Kriwan Terrace/Contant Knolls(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)- Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit- Interior (1480)-Mechanical, Dwelling Unit-Interior (1480)-Other, Dwelling Unit-Interior (1480)- Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers, Dwelling Unit-Interior (1480)-Flooring (non routine))	Vacant Unit Rehabilitation - 7 units			\$571,249.00
	Subtotal of Estimated Cost				\$10,386,491.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$2,979,471.50
ID0029	Management (Management Improvement (1408)-Staff Training)	Management Improvement		\$60,000.00
ID0030	Administration (Administration (1410)-Salaries)	Administration		\$1,038,649.10
ID0032	Operations (Operations (1406))	Operating Budget		\$1,580,822.40
ID0046	Fees & Cost (Contract Administration (1480)-Relocation, Contract Administration (1480)-Other Fees and Costs)	A&E Services and Relocation Cost		\$300,000.00
	PAUL M PEARSON GARDENS (VQ001000014)			\$1,875,000.00
ID0033	AMP 14 -VQ1-01/Paul M Pearson Gardens(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and	Vacant unit Rehabilitation -25 units		\$1,375,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2023	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0037	AMP 14- VQ1-01/Paul M Pearson Garden (Dwelling Unit-Site Work (1480)-Parking, Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Parking Lot Improvements		\$500,000.00
	RALPH DECHABERT PLACE (VQ001000021)			\$1,000,000.00
ID0034	AMP 21 -VQ1-6 DH Jackson Terrace (Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape, Dwelling Unit-Exterior (1480)-Stairwells - Fire Escapes, Dwelling Unit-Exterior (1480)-Exterior Lighting, Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking)	Buildings Exterior Renovation		\$1,000,000.00
	OSWALD E. HARRIS COURT (VQ001000011)			\$813,895.00
ID0035	AMP 11-VQ1-5 / Oswald Harris Court (Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving, Non-Dwelling Site Work (1480)-Landscape)	Repair sidewalks/Curb Appeal/Landscaping		\$313,895.00
ID0041	AMP 11- VQ1-5/Oswald Harris Court (Dwelling Unit - Demolition (1480))	Demolition of units		\$500,000.00
	MICHAEL J. KIRWAN TERRACE (VQ001000015)			\$500,000.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year				
3		2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0036	AMP 15-VQ1-7/44 / Kriwan Terrace/Contant Knolls (Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving, Non-Dwelling Site Work (1480)-Landscape)	Repair sidewalks/Curb Appeal/Landscaping		\$500,000.00
	ESTATE BOVONI APARTMENTS (VQ001000013)			\$1,700,000.00
ID0038	AMP 13-VQ1-19/Bovoni(Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Other, Dwelling Unit-Interior (1480)-Tubs and Showers)	Renovation/Redevelopment of 28 units 4 Bldgs. - 28 units		\$1,700,000.00
	LOUIS E. BROWN VILLAS (VQ001000023)			\$1,518,124.50
ID0042	AMP 23(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Other, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers)	Vacant Unit Rehabilitation - 17 Units		\$1,518,124.50
	Subtotal of Estimated Cost			\$10,386,491.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2024				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$7,842,800.91
ID0002	Operations (Operations (1406))	Operations Budget		\$1,557,699.55
ID0003	Administration (Administration (1410)-Other, Administration (1410)-Salaries)	Asset management fees		\$1,038,649.10
ID0004	Fees and Costs (Contract Administration (1480)-Other, Contract Administration (1480)-Other Fees and Costs, Contract Administration (1480)-Relocation)	A& E Services, Development Consultant & Legal Fees		\$1,036,163.47
ID0005	HA WIDE(Dwelling Unit-Site Work (1480)-Curb and Gutter, Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving, Dwelling Unit-Site Work (1480)-Fence Painting, Dwelling Unit-Site Work (1480)-Fencing, Dwelling Unit-Site Work (1480)-Landscape, Dwelling Unit-Site Work (1480)-Lighting, Dwelling Unit-Site Work (1480)-Parking, Dwelling Unit-Site Work (1480)-Pedestrian paving, Dwelling Unit-Site Work (1480)-Playground Areas - Equipment, Dwelling Unit-Site Work (1480)-Water Lines/Mains)	REAC Improvement		\$1,986,104.79
ID0008	ALL AMP-STT (Dwelling Unit-Interior (1480)-Interior Painting (non routine), Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers, Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine))	Vacant Unit Rehabilitation		\$1,624,184.00
ID0048	Management (Management Improvement (1408)-Empowerment Activities)	Management Improvements		\$600,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		4	2024		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
	WILLIAMS DELIGHT VILLAS (VQ001000025)				\$398,175.18
ID0028	AMP 25 -VQ1-21/Wilford Pedro Homes (Non-Dwelling Interior (1480)-Common Area Kitchens)	Kitchen Renovation			\$398,175.18
	LOUIS E. BROWN VILLAS (VQ001000023)				\$1,940,987.86
ID0047	AMP 23 VQ1-12(Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Playground Replacement			\$1,940,987.86
	PAUL M PEARSON GARDENS (VQ001000014)				\$204,527.05
ID0049	AMP 14-VQ1-11/Lucinda Millin Home (Non-Dwelling Interior (1480)-Common Area Kitchens)	Kitchen Renovation			\$204,527.05
	Subtotal of Estimated Cost				\$10,386,491.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$8,445,503.14
ID0060	Operations (Operations (1406))	Operations Budget		\$1,557,699.55
ID0061	Administration (Administration (1410)-Other, Administration (1410)-Salaries)	Asset management fees		\$1,038,649.10
ID0062	Fees and Costs (Contract Administration (1480)-Other, Contract Administration (1480)-Other Fees and Costs, Contract Administration (1480)-Relocation)	A & E Services, Development Consultant & Legal Fees		\$1,036,163.47
ID0063	HA WIDE(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving, Dwelling Unit-Site Work (1480)-Curb and Gutter, Dwelling Unit-Site Work (1480)-Fence Painting, Dwelling Unit-Site Work (1480)-Fencing, Dwelling Unit-Site Work (1480)-Landscape, Dwelling Unit-Site Work (1480)- Lighting, Dwelling Unit-Site Work (1480)-Parking, Dwelling Unit-Site Work (1480)-Pedestrian paving, Dwelling Unit-Site Work (1480)-Playground Areas - Equipment, Dwelling Unit-Site Work (1480)-Water Lines/Mains)	REAC Improvement		\$1,986,104.79
ID0064	ALL AMP-STX (Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers)	Vacant Unit Rehabilitation		\$1,624,184.00
ID0066	HA WIDE (Dwelling Unit-Exterior (1480)-Other, Dwelling Unit-Interior (1480)-Other)	Vacant Unit rehabilitation		\$1,202,702.23

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 1	2021
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Management Improvements (Management Improvement (1408)-Staff Training)	\$10,000.00
Administration (Administration (1410)-Salaries)	\$1,038,649.10
Operations (Operations (1406))	\$2,077,298.20
All AMPS (Dwelling Unit-Exterior (1480)-Other, Dwelling Unit-Interior (1480)-Other)	\$2,750,000.00
Fees & Cost (Contract Administration (1480)-Other, Contract Administration (1480)-Other Fees and Costs)	\$955,557.33
Relocation (Contract Administration (1480)-Relocation)	\$50,000.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 2	2022
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Management (Management Improvement (1408)-Staff Training)	\$60,000.00
Administration (Administration (1410)-Salaries)	\$1,038,649.10
Operations (Operations (1406))	\$1,580,822.40
Fees & Cost (Contract Administration (1480)-Other Fees and Costs, Contract Administration (1480)-Relocation)	\$300,000.00
ALL AMPs(Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Mechanical, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers)	\$2,606,875.50
Subtotal of Estimated Cost	\$5,586,347.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 3	2023
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Management (Management Improvement (1408)-Staff Training)	\$60,000.00
Administration (Administration (1410)-Salaries)	\$1,038,649.10
Operations (Operations (1406))	\$1,580,822.40
Fees & Cost (Contract Administration (1480)-Relocation, Contract Administration (1480)-Other Fees and Costs)	\$300,000.00
Subtotal of Estimated Cost	\$2,979,471.50

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 4	2024
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations (Operations (1406))	\$1,557,699.55
Administration (Administration (1410)-Other, Administration (1410)-Salaries)	\$1,038,649.10
Fees and Costs (Contract Administration (1480)-Other, Contract Administration (1480)-Other Fees and Costs, Contract Administration (1480)-Relocation)	\$1,036,163.47
HA WIDE(Dwelling Unit-Site Work (1480)-Curb and Gutter, Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving, Dwelling Unit-Site Work (1480)-Fence Painting, Dwelling Unit-Site Work (1480)-Fencing, Dwelling Unit-Site Work (1480)-Landscape, Dwelling Unit-Site Work (1480)-Lighting, Dwelling Unit-Site Work (1480)-Parking, Dwelling Unit-Site Work (1480)-Pedestrian Paving, Dwelling Unit-Site Work (1480)-Playground Areas - Equipment, Dwelling Unit-Site Work (1480)- Water Lines/Mains)	\$1,986,104.79
ALL AMP-STT(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers, Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit- Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine))	\$1,624,184.00
Management (Management Improvement (1408)-Empowerment Activities)	\$600,000.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 5	2025
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations (Operations (1406))	\$1,557,699.55
Administration (Administration (1410)-Other, Administration (1410)-Salaries)	\$1,038,649.10
Fees and Costs (Contract Administration (1480)-Other, Contract Administration (1480)-Other Fees and Costs, Contract Administration (1480)-Relocation)	\$1,036,163.47
HA WIDE(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving, Dwelling Unit-Site Work (1480)-Curb and Gutter, Dwelling Unit-Site Work (1480)-Fence Painting, Dwelling Unit-Site Work (1480)-Fencing, Dwelling Unit-Site Work (1480)-Landscape, Dwelling Unit-Site Work (1480)-Lighting, Dwelling Unit-Site Work (1480)-Parking, Dwelling Unit-Site Work (1480)-Pedestrian Paving, Dwelling Unit-Site Work (1480)-Playground Areas - Equipment, Dwelling Unit-Site Work (1480)- Water Lines/Mains)	\$1,986,104.79
ALL AMP-STX(Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers)	\$1,624,184.00
HA WIDE (Dwelling Unit-Exterior (1480)-Other, Dwelling Unit-Interior (1480)-Other)	\$1,202,702.23

