



Housing Authority of the City of Austin

Established in 1937

June 16, 2020

To Whom It May Concern:

NOTICE OF PROPOSED FAMILY SELF-SUFFICIENCY (FSS) ACTION PLAN for Project Based Rental Assistance (PBRA)

The Housing Authority of the City of Austin (HACA) was established in 1937. As a housing authority, we have housed over 4,300 individuals nightly in the conventional public housing program and approximately another 15,000 individuals nightly through the Section 8 Housing Choice Voucher and Special Voucher programs. We provide subsidized housing to the most vulnerable people in Austin, Texas. Almost half of our residents are children, over 12% are persons 62 years old and older, about 30% are persons with a disability, a majority of the households are headed by a single female, and the average household income is about \$13,000.

In 2016, HACA endeavored to transform its conventional public housing program through HUD's Rental Assistance Demonstration (RAD). As of June 15, 2020, of the 18 public housing properties and 22 Single Family Homes (1,839 units) originally funded by Section 9 of the 1937 Housing Act, only one property (78 units) remains in the conventional public housing program funded by Section 9. The 22 single family homes have been approved for disposal via HUD's Section 18 program. All other properties and units have converted through RAD to Project Based Rental Assistance (PBRA). PBRA residents still pay 30% of their adjusted income towards their portion of the rent and HUD pays the remaining balance of the rent in Housing Assistance Payments (HAP). The PBRA program is funded by Section 8 of the Act.

HACA has operated a successful Family Self Sufficiency (FSS) program since 1994 administered by HUD's PIH division. After conversion of our properties, HUD's Multifamily division administers programs subsidized by the PBRA program. After conversion to the PBRA program, families wishing to join the FSS program would have to join via the Multifamily FSS program administered and funded by HUD's Multifamily division. Any family in the FSS program prior to conversion are eligible to continue in the FSS program administered by HUD's PIH program. HACA is eligible to continue serving these pre-conversion FSS families through a FSS Coordinator grant. All post-conversion families cannot be served by the FSS Coordinator grant, and therefore HACA must fund those coordinator salaries. But according to Notice H-2016-08, HACA is eligible to receive funds from HUD to cover the escrow of both types of FSS families.

HACA is therefore submitting this Plan to HUD for approval and to HACA's Board of Commissioners for adoption in order to operate a FSS Program through the Multifamily division. This is HACA's first PBRA FSS Program. HACA understands that HUD will fund the escrow account of each FSS Family through the HAP and the Multifamily division. HACA will cover the costs of Multifamily FSS Coordinators not eligible under the HUD Coordinator grant until HUD makes funding available for Multifamily FSS Coordinators.

Several entities are involved in the ownership and management of these PBRA properties and the FSS program. HACA continues to have control of the properties through its subsidiary, Austin Affordable Housing Corporation (AAHC). AAHC is the Sole Member or General Partner of all these properties/entities. For properties assisted with the Low Income Housing Tax Credit, AAHC shares ownership with tax credit investment partners. Each property is its own entity, but 17 are managed within one portfolio by one agent. Pathways Asset Management Incorporated (PAMI) is the managing agent and also a subsidiary of the Housing Authority of the City of Austin.

Atlantic Pacific Management Company is the managing agent for Pathways at Goodrich Place. Austin Pathways Incorporated (AP) is HACA's subsidiary non-profit who will be coordinating resident services and managing the FSS program at all 18 properties. AP staff have extensive experience working with HACA and managing resident services at HACA. AP provides services under four pillars: Workforce Development, Youth Educational Success, Health & Wellness, and Digital Inclusion. While Workforce Development is the key pillar in the FSS program, the AP staff will coordinate services in all four pillars for FSS participants to ensure success. In addition, AP FSS Managing Director has extensive experience specific to managing the FSS program at HACA under PIH.

The Housing Authority of the City of Austin (HACA) will receive written comments regarding the enclosed proposed HACA FSS Action Plan for PBRA properties during a thirty-day public comment period to commence June 16, 2020 through July 15, 2020. This FSS Action plan for PBRA will define a new "voluntary" program for residents of HACA's PBRA housing. The overall goals and objectives to the FSS Program remain the same, but this new FSS Action Plan for PBRA will provide clarification and guidance to the staff who implement the new "voluntary" PBRA program for the following PAMI properties:

Pathways at Booker T. Washington Terraces,

Owner Entity: Pathways at Booker T. Washington Terraces, LLC
Contract Number: TX16RD00042

Pathways at Bouldin Oaks; Owner Entity: Pathways at Bouldin Oaks, LLC
Contract Number: TX16RD00028

Pathways at Coronado Hills, Owner Entity: Pathways at Coronado Hills, LLC
Contract Number: TX16RD00029

Pathways at Gaston Place; Owner Entity: Pathways at Gaston Place, LP
Contract Number: TX16RD00040

Pathways at Georgian Manor, Owner Entity: HACA Pathways I, LP
Contract Number: TX16RD00025

Pathways at Goodrich Place; Owner Entity: Pathways at Goodrich, LP
Contract Number: TX16RD00066

Pathways at Lakeside; Owner Entity: Pathways at Lakeside, LLC
Contract Number: TX16RD00086

Pathways at Manchaca II, Owner Entity: Pathways at Manchaca II, LLC
Contract Number: TX16RD00030

Pathways at Manchaca Village; Owner Entity: HACA Pathways I, LP
Contract Number: TX16RD00037

Pathways at Meadowbrook Court; Owner Entity: Pathways at Meadowbrook Court, LLC
Contract Number: TX16RD00043

Pathways at North Loop; Owner Entity: HACA Pathways I, LP
Contract Number: TX16RD00036

Pathways at Northgate, Owner Entity: HACA Pathways I, LP
Contract Number: TX16RD00035

Pathways at Rosewood Courts, Owner Entity: Pathways at Rosewood Courts, LLC
Contract Number: TX16RD00050

Pathways at Salina, Owner Entity: Pathways at Salina, LLC
Contract Number: TX16RD00069

Pathways at Santa Rita Courts; Owner Entity: Pathways at Santa Rita Courts, LLC
Contract Number: TX16RD00072

Pathways at Shadowbend Ridge; Owner Entity: HACA Pathways I, LP
Contract Number: TX16RD00034

Pathways at Thurmond Heights; Owner Entity: Thurmond Heights, LLC
Contract Number: TX16RD00063

All copies of the proposed changes are available in the links below. Copies of the full Action Plan are also available at the HACA Central Office (1124 S IH 35, Austin, TX 78704) or on our website at www.hacanet.org.

All written comments are to be mailed or emailed to the following addresses:

Housing Authority of the City of Austin
Attn: President and CEO
1124 IH 35 South
Austin, TX 78704
Or emailed to: Executive@hacanet.org

The Housing Authority of the City of Austin Board of Commissioners will meet to vote on the adoption of the proposed revisions to the FSS Action Plan at the July 2020 Board Meeting. On March 16, 2020, the Governor of Texas suspended certain open meeting laws in response to the Coronavirus (COVID-19) disaster. This action allows governmental bodies, including the Housing Authority of the City of Austin and its subsidiaries, to conduct meetings by telephone or video conference to advance the public health goal of limiting face-to-face meetings to slow the spread of COVID-19. Accordingly, the Housing Authority of the City of Austin (HACA) and its subsidiaries will be conducting their regular Board Meeting via telephone conference at 12:00 PM on Thursday, July 16, 2020. The public is invited to access and participate in the Board Meeting by dialing in using your phone. Check the HACA website for call-in information at www.hacanet.org/board. HACA will provide online written notice containing a public toll-free dial-in number, as well as an electronic copy of the agenda packet, in advance of the telephonic conference meetings at www.hacanet.org/board. The public will have a means to participate in the meetings through two-way audio connections. A forum will be available during Citizens Communication to voice your concerns. Additionally, HACA will post an audio recording of the meetings on our website.

If you should have any questions pertaining to the proposed revisions, please call 512-477-4488 ext. 2108.

Sincerely,

Pilar Sanchez
Vice President Community Development/Austin Pathways



Housing Authority of the City of Austin

Family Self-Sufficiency Action Plan for
Project Based Rental Assistance
Properties

June 16, 2020

HOUSING AUTHORITY OF THE CITY OF AUSTIN

FAMILY SELF-SUFFICIENCY PROGRAM FOR PROJECT BASED RENTAL ASSISTANCE ACTION PLAN

Table of Contents

I.	INTRODUCTION	1
II.	TERMS AND DEFINITIONS:.....	8
III.	FAMILY DEMOGRAPHICS – PBRA Properties	10
A.	Family Size – Public Housing.....	10
B.	Race/Ethnicity – Public Housing	10
C.	Income – Public Housing	10
D.	Gender of Head of Household– Public Housing.....	10
E.	Average Age – Head of Household – Public Housing.....	10
V.	FSS PROGRAM PARTICIPANTS – ANTICIPATED PARTICIPATION.....	16
VI.	ESTIMATE OF PARTICIPATING FAMILIES	17
VII.	TIMETABLE FOR IMPLEMENTATION.....	17
VIII.	OUTREACH EFFORTS	17
IX.	SELECTION PROCEDURES	17
A.	Reasonable Accommodations	18
B.	Non-discrimination.....	18
C.	Application Procedures	18
X.	PROGRAM TRANSFERS	19
XI.	METHOD OF IDENTIFICATION FOR FAMILY SUPPORT NEEDS	20
A.	Individual Training and Service Plan (ITSP).....	20
B.	Family Responsibilities	20
C.	HACA Responsibilities.....	21
XII.	INCENTIVES TO ENCOURAGE PARTICIPATION –	24
A.	Supportive Services.....	24
B.	Formed Partnerships with Public and Private Entities	24
C.	Escrow Account	24
XIII.	CORRECTIVE ACTION: FAILURE TO MEET FAMILY RESPONSIBILITIES	24
XIV.	CONTRACT TERMINATION AND WITHHOLDING OF SUPPORTIVE SERVICES	24
XV.	APPEAL PROCEDURES	25
XVI.	CONTRACT TERM, EXTENSION, MODIFICATION AND ADDITIONAL TERMS.....	26
XVII.	ASSURANCE OF NON-INTERFERENCE – P	26
XVIII.	COORDINATION WITH LOCAL SERVICES.....	26
XIX.	PROGRAM COORDINATING COMMITTEE (PCC)	27
XX.	FSS COORDINATOR FUNDING.....	27
XXI.	CERTIFICATION OF COORDINATION	27

RAD Property Info

I. INTRODUCTION

This Action Plan describes the goals and objectives of the Housing Authority of the City of Austin (HACA)'s Family Self Sufficiency (FSS) for PBRA program that will serve the residents of HACA's properties assisted under the **Project Based Rental Assistance (PBRA)** Program.

Several entities are involved in the ownership and management of these PBRA properties (properties listed below) and the FSS program. HACA continues to have control of the properties through its subsidiary, Austin Affordable Housing Corporation (AAHC). AAHC is the Sole Member or General Partner of all these properties/entities. For properties assisted with the Low Income Housing Tax Credit, AAHC shares ownership with tax credit investment partners. Each property is its own entity, but 17 are managed within one portfolio by one agent. Pathways Asset Management Incorporated (PAMI) is the managing agent and also a subsidiary of the Housing Authority of the City of Austin. Atlantic Pacific Management Company is the managing agent for Pathways at Goodrich Place. Austin Pathways Incorporated (AP) is HACA's subsidiary non-profit who will be coordinating resident services and managing the FSS program at all 18 properties. AP staff have extensive experience working with HACA and managing resident services at HACA. AP provides services under four pillars: Workforce Development, Youth Educational Success, Health & Wellness, and Digital Inclusion. While Workforce Development is the key pillar in the FSS program, the AP staff will coordinate services in all four pillars for FSS participants to ensure success. In addition, AP FSS Managing Director has extensive experience specific to managing the FSS program at HACA under PIH.

Pathways at Booker T. Washington Terraces,

Owner Entity: Pathways at Booker T. Washington Terraces, LLC
Contract Number: TX16RD00042

Pathways at Bouldin Oaks; Owner Entity: Pathways at Bouldin Oaks, LLC
Contract Number: TX16RD00028

Pathways at Coronado Hills, Owner Entity: Pathways at Coronado Hills, LLC
Contract Number: TX16RD00029

Pathways at Gaston Place; Owner Entity: Pathways at Gaston Place, LP
Contract Number: TX16RD00040

Pathways at Georgian Manor, Owner Entity: HACA Pathways I, LP
Contract Number: TX16RD00025

Pathways at Goodrich Place; Owner Entity: Pathways at Goodrich, LP
Contract Number: TX16RD00066

Pathways at Lakeside; Owner Entity: Pathways at Lakeside, LLC
Contract Number: TX16RD00086

Pathways at Manchaca II, Owner Entity: Pathways at Manchaca II, LLC
Contract Number: TX16RD00030

Pathways at Manchaca Village; Owner Entity: HACA Pathways I, LP
Contract Number: TX16RD00037

Pathways at Meadowbrook Court; Owner Entity: Pathways at Meadowbrook Court, LLC

Contract Number: TX16RD00043

Pathways at North Loop; Owner Entity: HACA Pathways I, LP

Contract Number: TX16RD00036

Pathways at Northgate; Owner Entity: HACA Pathways I, LP

Contract Number: TX16RD00035

Pathways at Rosewood Courts; Owner Entity: Pathways at Rosewood Courts, LLC

Contract Number: TX16RD00050

Pathways at Salina; Owner Entity: Pathways at Salina, LLC

Contract Number: TX16RD00069

Pathways at Santa Rita Courts; Owner Entity: Pathways at Santa Rita Courts, LLC

Contract Number: TX16RD00072

Pathways at Shadowbend Ridge; Owner Entity: HACA Pathways I, LP

Contract Number: TX16RD00034

Pathways at Thurmond Heights; Owner Entity: Thurmond Heights, LLC

Contract Number: TX16RD00063

This Plan is modeled after the 2020 HACA FSS Action Plan. As an agency, HACA works to break the cycle of poverty by serving as a catalyst for residents to become economically self-sufficient. The following Action Plan for PAMI's Family Self-Sufficiency Program for PBRA describes ongoing efforts to foster self-sufficiency among PBRA residents.

The purpose of the Family Self-Sufficiency (FSS) program is to promote a coordination of public and private resources to support Project Based Rental Assistance residents (hereafter referred to as PBRA residents) efforts to achieve economic self-sufficiency leading to economic security. In support of the FSS program objectives, HACA promotes a dynamic partnership between PBRA FSS families, staff, and the community that coaches participants to overcome socio-economic barriers and participate more fully in the economy.

Using housing as the stabilizing factor, resources and services are coordinated to assist PBRA residents who are unemployed or under-employed to become fully employed. PAMI and the FSS family Head of Household enter a 5 year agreement governed by the HUD FSS Contract of Participation (CoP). 's FSS Coaches work with FSS participants to leverage resources in order to address the participant's identified gaps in education, skill development, supportive services, job training, and job placement that present challenges to financial security.

FSS Coaches provide service coordination and coaching with the goal of fostering the agency and skills required to achieve financial security. In order to graduate from the FSS program, the family must become free of welfare assistance. Welfare assistance, for the purposes of the FSS Program only, as defined in Notice H-2016-08, is income from Federal or State welfare programs and includes only cash maintenance payments designed to meet a family's ongoing basic needs (commonly referred to as "Temporary Aid to Needy Families" or "TANF").

II. TERMS AND DEFINITIONS:

To promote a common vocabulary to facilitate our work of assisting families build economic self-sufficiency, commonly used terms and phrases have been defined as follows:

Financial security and economic self-sufficiency for the individual

Financial security and economic self-sufficiency is the condition of having stable income or other resources to support a standard of living now and in the foreseeable future without the help of public assistance.

Public assistance:

Public assistance for the purposes of the FSS program is defined as welfare payments or other payments to families or individuals, based on need, which are made under programs funded, separately or jointly, by Federal, State or local governments. It includes only cash payment for ongoing basic needs (TANF).

Contract of Participation (CoP):

The Family Self-Sufficiency (FSS) Program Contract of Participation, HUD form 9831A, which set forth the principal conditions and terms governing participation in the FSS program. The contract includes the rights and responsibilities of both the FSS participant and PAMI. The contract also includes the Individual Training and Service Plan (ITSP): a section of the CoP that becomes part of the family responsibilities under the contract, addresses personal and professional goals as benchmarks to be achieved, plus activities and services to assist the family meet goals leading toward self-sufficiency

Escrow Account: Under the terms of the CoP, eligible participants will have deposits made into an escrow account, operated and maintained by PAMI, according to guidelines set forth in the CoP and HUD's FSS Escrow Account Worksheet, form 9831C for Multifamily (PBRA) FSS. There will be one interest bearing Escrow Account for all PBRA FSS participants. Each FSS participant will have a separate sub-line item, which will include all deposits and calculated interest.

FSS participant/Head of Household (HOH):

The HOH for the FSS contract must be the same adult family member who is HOH for purposes the PBRA Program. This individual assumes legal and financial responsibility for the household and is listed on the FSS contract.

Individual Training and Service Plan (ITSP):

As part of the CoP, form HUD-9831A, a written plan is prepared in cooperation with each FSS participant. The ITSP includes personal and professional goals to be accomplished by the participant before the ending date of CoP. Family members over the age of 18, who choose to, may also execute an individual training and services plan under the contract.

Seeking Employment:

“Actively seeking” shall include activities to prepare for employment. This may entail attending workforce development classes such as résumé review, interview skills etc, or conducting job search by sending out resumes, attending job interviews and, submitting employment applications. These activities will be documented by submitting a minimum of 10 applications per week, or class attendance records/certificates of completion.

Suitable Employment:

Employment obtained and maintained by the FSS participant that will allow for independence from welfare assistance i.e. allow the family or individual to meet basic needs and lead to building financial security. Suitability of employment for participant will be determined on a case-by-case basis with consideration of individual circumstances and may include full-time or part-time employment that is reasonably expected to continue. Ideally income is expected to be related to job training program completion as identified in the individual training and services plan, with consideration given to available job opportunities in the area. Reasonable accommodations will be made by request of those claiming a disability.

Earned Income:

Income or earnings included in annual income from wages, tips, salaries, other employment compensation, and self-employment. Earned income does not include pension or annuity, transfer payments, lump sum payments, any cash or in-kind benefits, or funds deposited in or accrued interest established by a property on behalf of a participating family.

III. FAMILY DEMOGRAPHICS

The demographics included are for the PBRA properties where there is the intention to actively enroll households into the FSS program.

<u>Pathways at Booker T. Washington Terraces</u>		
A. Average Family Size	3.5	
B. Race of HOH		
Asian	1.9 %	4/210
Black	31.9 %	67/210
Native American	1.9%	4/210
Other	13.8%	29/210
White	47.1%	99/210
White/Black	.5%	1/210
White Other	.5%	1/210
Declined to Report	2.4%	5/210
Ethnicity of HOH		
Hispanic	55.3%	116/210
Non-Hispanic	41.4%	87/210
Declined to Report	3.3 %	7/210
C. Average Annual Income for Households	\$16,153.27	
D. Gender of Head of Household		
Female	84.3%	177/210
Male	15.7%	33/210
E. Average Age – Head of Household	44 years	

<u>Pathways at Bouldin Oaks</u>		
A. Average Family Size	2.3	
B. Race of HOH		
Asian	2.2 %	3/136
Black	31.6 %	43/136
Black/Asian	.7%	1/136
Black/Other	.7%	1/136
Native American	.7%	1/136
Other	13.2%	18/136
Pacific Islander/Native American	.7%	1/136

White	41.9%	57/136
White/Asian/Native American	.7%	1/136
White/Black/Native American	.7%	1/136
White/Native American	.7%	1/136
Declined to Report	5.8%	8/136
Ethnicity of HOH		
Hispanic	44.9%	61/136
Non-Hispanic	47.8%	65/136
Declined to Report	7.4 %	10/136
C. Average Annual Income for Households		
	\$13,835.46	
D. Gender of Head of Household		
Female	75.7%	103/136
Male	24.3%	33/136
E. Average Age – Head of Household		
	54 years	

<u>Pathways at Coronado Hills</u>		
A. Average Family Size		
	2	
B. Race of HOH		
Asian	0	0/46
Black	36 %	17/46
Black/Other	4.4%	2/46
Native American	2.2%	1/46
Other	6.5%	3/46
White	37%	17/46
White Other	8.7%	4/46
Declined to Report	4.4%	2/46
Ethnicity of HOH		
Hispanic	41.3%	19/46
Non-Hispanic	50%	23/46
Declined to Report	8.7 %	4/46
C. Average Annual Income for Households		
	\$13,555.78	
D. Gender of Head of Household		
Female	78.3%	36/46
Male	21.3%	10/46
E. Average Age – Head of Household		
	53 years	

<u>Pathways at Georgian Manor</u>		
A. Average Family Size	2.2	
B. Race of HOH		
Asian	1.3 %	1/80
Black	33.8%	27/80
Native American	0%	0/80
Other	11.3%	9/80
White	47.5%	38/80
White/Other	1.3 %	1/80
Declined to Report	5 %	4/80
Ethnicity of HOH		
Hispanic	37.5%	30/80
Non-Hispanic	56.2%	45/80
Declined to Report	6.3%	5/80
C. Average Annual Income for Households		
	\$13,143.04	
D. Gender of Head of Household		
Female	71.25%	57/80
Male	28.75%	23/80
E. Average Age – Head of Household		
	51 years	

<u>Pathways at Goodrich Place*</u>		
<p>*Pathways at Goodrich Place was completed for occupancy in May of 2020. To date, 11 out of 40 PBRA units have been occupied by new and returning residents. The management company, Atlanta Pacific Corporation plans to fill all the units by July of 2020. Demographic information will be available at that time.</p>		

<u>Pathways at Manchaca II</u>		
A. Average Family Size	1.9	
B. Race of HOH		
Black	22.6%	7/31
Other	12.9%	4/31
White	38.7%	12/31
Declined to Report	25.8%	8/31
Ethnicity of HOH		
Hispanic	32.3%	8/31
Non-Hispanic	41.9%	13/31
Declined to Report	8.7 %	10/31
C. Average Annual Income for Households		
	\$11,520.58	
D. Gender of Head of Household		
Female	83.9%	26/31

Male	16.1%	5/31
E. Average Age – Head of Household	53 years	

<u>Pathways at Manchaca Village</u>		
A. Average Family Size	2.2	
B. Race of HOH		
Black	6.9%	2/29
Other	20.7%	6/29
White	51.7%	15/29
Declined to Report	20.7%	6/29
Ethnicity of HOH		
Hispanic	41.4%	12/29
Non-Hispanic	37.8%	11/29
Declined to Report	20.7%	6/29
C. Average Annual Income for Households	\$14,134.14	
D. Gender of Head of Household		
Female	72.4%	21/29
Male	27.6%	8/29
E. Average Age – Head of Household	53 years	

<u>Pathways at Meadowbrook Court</u>		
A. Average Family Size	3.1	
B. Race of HOH		
Asian	.7 %	1/150
Black	28.7%	4/150
Native American	2.6%	1/150
Other	12%	18/150
White	49.3%	74/150
White/Asian	.7 %	1/150
White/Black/ Native American	.7 %	1/150
White/Black/Other	.7 %	1/150
White/Other	2 %	3/150
Declined to Report	2.6%	4/150
Ethnicity of HOH		
Hispanic	53.4%	80/150
Non-Hispanic	41.3%	62/150
Declined to Report	5.3%	8/150
C. Average Annual Income for Households	\$13,586.19	
D. Gender of Head of Household		

FSS PBRA Action Plan

Female	79.3%	119/150
Male	20.7%	31/150
E. Average Age – Head of Household	42 years	

<u>Pathways at Northgate</u>		
A. Average Family Size	2.49	
B. Race of HOH		
Asian	2.9 %	1/35
Black	22.9 %	8/35
Native American	2.9 %	1/35
Other	8.6%	3/35
White	51.4%	18/35
White/Other	2.9 %	1/35
Declined to Report	8.6%	3/35
Ethnicity of HOH		
Hispanic	40%	14/35
Non-Hispanic	51.4%	18/35
Declined to Report	8.6%	3/35
C. Average Annual Income for Households	\$13,835.46	
D. Gender of Head of Household		
Female	68.6%	24/35
Male	31.4%	11/35
E. Average Age – Head of Household	50 years	

<u>Pathways at Rosewood Courts</u>		
A. Average Family Size	2.1	
B. Race of HOH		
Black	31.6 %	58/121
Native American	3.3%	4/121
Other	15.7%	19/121
White	28.1%	34/121
White/Black	2.5%	3/121
Declined to Report	1.7%	2/121
Ethnicity of HOH		
Hispanic	38.8%	47/121
Non-Hispanic	60.3%	73/121
Declined to Report	.8 %	1/121
C. Average Annual Income for Households	\$11,001.72	
D. Gender of Head of Household		
Female	70.3%	85/121

Male	29.7%	36/121
E. Average Age – Head of Household		
	47 years	

<u>Pathways at Santa Rita Courts</u>		
A. Average Family Size		
	3	
B. Race of HOH		
Asian	2.1 %	2/95
Black	24.2 %	23/95
Black/ Pacific Islander	1.1%	1/95
Black/Other	1.1%	1/95
Native American	1.1%	1/95
Other	34.7%	33/95
White	26.3%	25/95
White/Black/Asian/Native American /Other	1.1%	1/95
White/Other	1.1%	1/95
Declined to Report	6.3%	6/95
Ethnicity of HOH		
Hispanic	51.6%	49/95
Non-Hispanic	43.2%	41/95
Declined to Report	5.2 %	5/95
C. Average Annual Income for Households		
	\$13,243	
D. Gender of Head of Household		
Female	75.7%	2/95
Male	24.3%	2/95
E. Average Age – Head of Household		
	54 years	

<u>Pathways at Shadowbend Ridge</u>		
A. Average Family Size		
	2.34	
B. Race of HOH		
Asian	2.1%	1/47
Black	17 %	8/47
Other	21.3 %	10/47
White	48.9.4%	23/47
Declined to Report	10.6%	5/47
Ethnicity of HOH		
Hispanic	57.5%	27/47
Non-Hispanic	31.9%	15/47
Declined to Report	10.6%	5/47
C. Average Annual Income for Households		
	\$13,554.40	
D. Gender of Head of Household		

Female	76.6%	36/47
Male	23.4%	11/47
E. Average Age – Head of Household	54 years	

<u>Pathways at Thurmond Heights</u>		
A. Average Family Size	2.31	
B. Race of HOH		
Asian	2.88 %	4/139
Black	36%	50/139
Black/ Other	.7%	1/139
Native American	2.88 %	4/139
Native American/Other	.7%	1/139
Other	17.3%	24/139
White	31.7%	44/139
White/Asian	.7%	1/139
White/Black	.7%	1/139
White /Other	.7%	1/139
Declined to Report	5.8%	8/139
Ethnicity of HOH		
Hispanic	41%	57/139
Non-Hispanic	51.1%	71/139
Declined to Report	7.9 %	11/139
C. Average Annual Income for Households	\$13,717.22	
D. Gender of Head of Household		
Female	75.5%	105/139
Male	24.5%	34/139
E. Average Age – Head of Household	49 years	

IV. FSS PBRA PROGRAM PARTICIPANTS – ANTICIPATED PARTICIPATION

HACA will make a good faith effort to have the FSS program emulate the demographics of the residents of HACA’s PBRA Programs.

V. ESTIMATE OF PARTICIPATING FAMILIES

HACA will enroll interested PBRA residents from the PBRA properties selected for the initial pilot period. For this new enrollment period, a minimum of 50 FSS slots will be made available for these families. Estimated number of families served per pilot PBRA property:

- Pathways at Booker T. Washington-14
- Pathways at Santa Rita Courts-12
- Pathways at Rosewood Courts-8

The availability of the FSS Waitlist will be posted at the HACA Administrative Offices, at PBRA property management offices, on the HACA website, and on social media when the program has capacity to bring on new participants. Recruitment of new families will be ongoing to replace any available openings based on the availability of openings on the FSS Coaches' caseloads. Section VIII and XI of this plan describe outreach and selection procedures. HACA will evaluate its capacity to serve more FSS participants on an ongoing basis. At the time of the posting of this Action Plan, there are approximately 23 families who enrolled prior to RAD conversion at their property and are still enrolled in FSS under PBRA post-RAD conversion. They will not be counted as part of the initial 50 FSS slots.

VII. TIMETABLE FOR IMPLEMENTATION

The Housing Authority of the City of Austin will enroll new participants from HACA's PBRA properties into the FSS program within 90 days of HUD approval of the FSS Action Plan for PBRA properties. Additional participants (beyond 50) may be enrolled on a rolling basis as determined by availability on the FSS Coaches' caseloads and contingent upon funding availability.

VIII. OUTREACH EFFORTS

HACA will conduct ongoing outreach to PBRA households by way of newsletter, flyers, and brochures describing the FSS Program and announcing various FSS events. Property Managers and staff will distribute FSS brochures to residents at annual re-examinations and initial orientations. In addition, when the FSS Waitlist is open, FSS Coaches will notify PBRA Property staff so that they may notify their residents of the opportunity. HACA will also conduct FSS promotional activities including social media outreach, workshops, resident empowerment events, and other such activities.

In order to develop the resources and support necessary for FSS participants to achieve their goals, outreach efforts to service providers will be ongoing. The FSS Program Coordinating Committee (PCC) will also assist with outreach efforts to local area service providers. Outreach will be made to all HACA PBRA families without regard to race, color, religion, sexual identity, sexual orientation, handicap, familial status, age, or national origin.

IX. SELECTION PROCEDURES

A. Reasonable Accommodations

The FSS program will make reasonable accommodations to those persons with disabilities who request such an accommodation. Please note that FSS Program guidelines do not allow for employment requirements to be waived in full.

B. Non-discrimination

Selection is made without regard to race, color, religion, sexual identity, disability, handicap, familial status, national origin, age, or sexual orientation, in compliance with

Title VI of the Civil Rights Act of 1964, as amended, Title VII of the Civil Rights Act of 1968, as amended, and Executive Order 11063.

HACA does not discriminate on the basis of disability status in admission or access to, or treatment or employment in, its federally assisted programs and activities. The following person has been designated to coordinate compliance with the nondiscrimination requirements contained in HUD's regulations implementing Section 504: Vice President of Community Development, 1124 S. IH 35, Austin, TX 78704, (512)477-4488; TTY: (800) 735-2989 or 711 Voice Relay.

C. Application Procedures

1. Waiting List:

Recognizing that the level of interest in FSS participation may occasionally exceed the FSS Coaches' caseload capacity, a waiting list of interested families may be deemed necessary. This will be maintained as a pool of possible participants and maintained by HACA's FSS Coaches with administrative oversight provided by the Family Programs Director.

To be placed on the FSS waiting list, interested HACA PBRA families must complete and return an FSS Interest Form. Upon completion and submission of the FSS Interest Form, the PBRA family will be placed on the appropriate waiting list (if a waiting list exists), and allowed entry into the FSS Program as space allows.

2. Application:

As openings to the FSS waiting list become available, individuals on the list will be contacted via mail or email by order of date and time listed, and provided a FSS program application form. The resident will have fourteen (14) calendar days to complete and return the FSS Application Form, or if failing to do so, be removed from the list and consideration for enrollment. Delisted residents will have the option to re-apply to the waitlist at the next waitlist opening. There is no limit to successive applications if the resident chooses to re-apply. Successful completion and timely submission of the FSS Application Form shall serve as a level of motivational screening for the FSS program. Residents with disabilities or limited English proficiency (LEP) may request support completing the form.

Eligible applicants will be contacted by an assigned FSS staff within 2 weeks of their application date for a scheduled group or one-on-one orientation in a virtual setting or in person. At the conclusion of the orientation the applicant may make a decision to execute a Contract of Participation (CoP) and ITSP at that time, but no later than 7 business days after the orientation. The applicant also has the option to decline participation. If the applicant fails to attend the scheduled orientation, an opportunity will be made available for a rescheduled orientation appointment within two weeks.

If the applicant fails to attend the rescheduled appoint (2nd attempt) and has failed to contact the assigned FSS staff within ten business days, (i.e. applicant is counted as "no call, no show") HACA will interpret the no call, no show to mean the applicant has withdrawn their interest in the program, and the applicant will automatically be withdrawn from consideration. If the resident chooses to re-apply to the waitlist at a later time, the procedures defined above shall be followed.

In the event the applicant is unable to attend the scheduled orientation and initiates the request for a rescheduled appointment, a rescheduled appointment will be made within two

weeks. If the applicant initiates a request for a 2nd rescheduled appointment they will be rescheduled. If the applicant fails to attend the orientation two (2) times, they will be not be eligible to reapply to the FSS program or open waitlist before a six (6) month waiting period. This period is the second motivational screening for level of interest. If at the time of the 2nd rescheduled appointment, the applicant requires more than 30 additional days for intake appointment, they will be placed back on the waitlist.

X. PROGRAM TRANSFERS

A FSS Family moving to another property:

- a) The new (Multifamily) project that the FSS family is moving to has an FSS program. If the new project has an FSS program, the family may continue its participation in FSS. The CoP and escrow balance must be transferred to the new Multifamily project and each owner must report this transfer in their next quarterly report to HUD.
- b) The new (Multifamily or Non-Multifamily) project that the FSS family is moving to does not have an FSS program.
 - 1) If the new project does not have an FSS program, but the head of household has maintained suitable employment and all family members have been independent from welfare assistance for at least one year (self-certification required, per Section IV.E.5 of this Notice), then the owner must modify the goals under the CoP and report that the family has successfully completed the CoP. The current balance in the escrow account must be disbursed to the FSS family. 27
 - 2) If the new project does not have an FSS program, and the head of household has not maintained suitable employment or has not been independent from welfare assistance for at least a year, then the owner must terminate the CoP and the escrow balance must be returned to HUD by a negative OARQ adjustment on the owner's monthly HAP voucher.
 - 3) Note: Owners must clearly explain to FSS families how such a move may impact the family's participation in FSS. For example, if modification of the FSS contract to allow the family to graduate prior to the move is not possible, the owner must explain to the family that this may result in forfeiture of their FSS escrow funds. In cases where a move would result in forfeiture of the FSS escrow funds, the owner may request to HUD a waiver for good cause so that the escrow funds in the family's escrow account at the time of the move can be disbursed to the family regardless of completion of the FSS CoP. Such requests will be approved by HUD's Asset Management Division Director at the field level, provided that there is good cause for the move and that the family has complied with its responsibilities under the CoP. Good cause for a move includes, but is not limited to, moving to achieve self-sufficiency goals as established under the FSS CoP.

B FSS Family moving between rental assistance programs.

When an FSS family leaves the Multifamily program and enters the Public Housing or Housing Choice Voucher (HCV) program or vice versa (whether through RAD or otherwise; for example, a Multifamily FSS participant may leave Multifamily and become an HCV participant through the PHA's HCV waiting list) the participant does not need a new FSS CoP. The current escrow balance and CoP must be transferred to the Public Housing or HCV program.

- C All contracts for FSS families moving between PBRA Properties and for families moving between rental assistance programs must be executed within 90 days of lease-up.

XI. METHOD OF IDENTIFICATION FOR FAMILY SUPPORT NEEDS

The success of participants' outcomes and general success of the Family Self-Sufficiency Program will depend greatly on how effectively the needs of the participant family are addressed and how committed the FSS participant is to becoming self-sufficient. HACA's FSS team will assess the needs of each FSS family beginning at intake and on an ongoing basis, using case-by-case evaluation and self-reporting, in addition to any tools pursuant to delivering effective coaching and service coordination such as the Arizona Self-sufficiency Matrix or other evidence based tools.

A. Individual Training and Service Plan (ITSP)

A member of the FSS team and the head-of-household will collaboratively develop an Individual Training and Service Plan (ITSP), which establishes the family's specific interim and final goals. The goals set out in the ITSP must lead to economic self-sufficiency. One interim goal for each family currently receiving TANF must be that the family must become independent of welfare assistance, as defined in Notice H -2016-08, at least one year prior to the expiration of the term of the FSS CoP. The role of the FSS staff in the creation of the ITSP is to collaborate with the family to ensure such goals are likely to lead to self-sufficiency and employment, and that the resources are identified and available to enable families to succeed. The ITSP is not a static document but must demonstrate measurable progress towards milestones and will be reviewed at least annually to ensure relevance of interim goals to the final goal of self-sufficiency, and the availability and access to resources to meet said goals is within the scope of the family's abilities.

B. Family Responsibilities

In order to track participant progress towards meeting their interim goals and to provide follow-up supportive services, the FSS participant must:

- 1) Attend all scheduled appointments and FSS meetings with frequency determined by FSS Coach;
- 2) Seek and maintain suitable employment after completion of any job-training program listed on the ITSP;
- 3) Complete the activities within the specified completion date as documented in the ITSP;
- 4) Provide HACA with updated information about the family's participation in services related to the goals listed, and the FSS Program in order to evaluate HACA's partnerships with community organizations, private business

entities, and governmental agencies. This could include information regarding employment, job interviews, training, educational attendance and other FSS services and activities;

- 5) Comply with the terms of the PBRA Housing Lease Agreement (HUD Model Lease 90105a and attachments);
- 6) Fulfill the family obligation requirements under the Project Based Rental Assistance Program. This includes timely reporting of changes in residency, family composition, and income to HACA; and
- 7) Become free of welfare assistance and remain welfare-free for at least 12 consecutive months prior to expiration date of the FSS CoP.

C. HACA Responsibilities

- 1) In order to monitor the progress of each participant, HACA's FSS team will do the following:
- 2) Contact FSS participant regularly based on assessed need (monthly to semi-annually) to determine progress made toward defined goals via personal interviews, phone contact, email or group meetings;
- 3) Work with PBRA property managers to determine changes in residency, family composition, or income and obtain referrals for new FSS participants;
- 4) Maintain a contact record documenting tasks and accomplishments made towards achieving goals for all FSS participants;
- 5) Conduct regularly scheduled orientations for interested potential new participants;
- 6) Provide referrals and supportive services (as defined in Section XII.A) available to FSS families; and
- 7) Provide annual updates to the FSS Program Coordinating Committee (PCC) and to HACA's Board of Commissioners on successes of the FSS program and the participants.

XII INCENTIVES TO ENCOURAGE PARTICIPATION

A. Supportive Services

In order to support FSS participants in achieving their goals, the FSS team will coordinate the following services or will provide referrals to partnering agencies:

- 1) Childcare
- 2) Transportation
- 3) Soft Skills Training
- 4) Education
- 5) Employment Opportunities and Job Training
- 6) Financial Literacy
- 7) Home Ownership Training
- 8) Parenting Supports

In order to assist the FSS families with completing the goals set forth in the FSS Contract of Participation, HACA will provide ongoing support, follow-up, tracking, coaching, referrals and other supportive services to the families.

A. Formed Partnerships with Public and Private Entities

The owner has formed partnerships with public and private entities to provide opportunities that enable and empower FSS families to become self-sufficient. The public and private entities will provide supportive services for the FSS program, including the resources listed above. In addition to these partnerships, Austin Pathways, a non-profit subsidiary of the Housing Authority of the City of Austin provides supportive services to FSS families subject to available funding. Supportive services may include but are not limited to: bus passes; gas cards; certification programs; testing for licensing and certification; work and school uniforms/equipment; and transitional childcare. This supplementary support is based on the evaluated need of FSS participants and the impact on the family's successful completion of their program goals. Support is limited and provided as available at the approval of Austin Pathways executive staff. The FSS program staff and Austin Pathways will work to expand the range of services available through partnerships.

B. Escrow Account

Families participating in the FSS Program may, if eligible, accumulate money in an escrow account when their earned income increases. Each time eligible families' earned income increases, this will typically result in a rent increase. A portion of the increased rent amount is deposited into an escrow account. The amount credited to the escrow account will be calculated using the formula required by federal regulations, as defined in Notice H – 2016 -08. The escrow calculation is based on increases in the rent actually paid by the FSS family. The escrow for PBRA families will be calculated in accordance with Housing Notice H-2016-08. PAMI will request escrow funds monthly via an Owner/Agent Request (OARQ) positive adjustment on the property's Housing Assistance Payment (HAP) voucher, as outlined in Housing Notice H-2016-08. .

1) Deposits

- a) PAMI will deposit the FSS escrow funds for each eligible family into one main escrow account, and maintain a separate General Ledger Account in the Housing Authority of the City of Austin books. The FSS General Ledger Account will consist of subsidiary ledgers for each individual eligible FSS participant including, but not limited to, name of participant, date participant entered the program, individual escrow transactions by date and amount, interest earned on individual balances and date that the account is terminated or disbursed. The main escrow account will be invested in HUD-approved investments.
- b) Interest earned on the main escrow account will be earned on a monthly basis and allocated to each individual account. During the time of the Contract of Participation, HACA shall credit periodically, at least annually, to each family's FSS account, the amount of FSS credit determined in accordance with H-2016-08 for Multifamily FSS (PBRA).

2) Disbursements

- a) The final disbursement of FSS account funds is made to the head of household of the FSS family when the following conditions have been met:
 - i. The FSS family has fulfilled all of its obligations under the Contract of Participation on or before the expiration of the contract term, including any extension thereof. Qualification to graduate may also be met for families whose

income goes above the low-income limit (above 80% of median). These families will not receive any (additional)escrow credit, but may continue as a participant in the FSS program until: I. The expiration of the CoP; 24 ii. All contract obligations have been completed; or iii. End of participation in the project-based Section 8 program. Note: If head of household has maintained suitable employment and all family members have been independent from welfare assistance for at least one year (self-certification required, per Section IV.E.5 of this Notice), then prior to the family ending their participation in the project-based Section 8 program, the owner may modify the goals under the CoP and report that the family has successfully completed the CoP. The current balance in the escrow account may be disbursed to the FSS family.

- ii. The head of the household certifies that no member of the FSS family is a recipient of federal or state welfare assistance, as defined in H-2016-08. The FSS Coach will verify this information by obtaining documentation and contacting welfare agencies.
- iii. HACA will pay the head of household the amount in the family's escrow account less any outstanding balances owed to HUD.
- iv. HACA may permit the FSS family to make partial withdrawals from the FSS escrow account before completion of the contract if the family has completed at least one goal set forth in the ITSP and the funds are needed to complete the CoP. Requests for interim disbursements must be made in writing by the head of the household and follow the proper HACA Standard Operating Procedures, which is subject to approval. The request shall be no more than ½ of the amount in the FSS escrow account, unless authorized by the Vice President of Austin Pathways.
- v. The FSS Coach Lead will review requests for interim disbursements and will make a recommendation to the Vice President of Austin Pathways. The President and CEO shall retain final approval. Early disbursements of escrow funds are at the sole discretion of PAMI. Partial disbursement of escrow funds will be allowed one time per year and must be limited to goal specific requests.
- vi. Other incentives: Gift certificates, awards, ribbons, plaques, banquets, etc., may be offered to motivate, reward and recognize participants as they progress through interim goals and achieve successful CoP completion. There may be times when no other incentive is
- vii. available other than escrow accounts. PAMI is in no way obligated to provide monetary or non-monetary incentives other than the escrow account.

XIII. CORRECTIVE ACTION: FAILURE TO MEET FAMILY RESPONSIBILITIES

FSS participants may be subject to corrective action should the head of household fail to fulfill the Family's Responsibilities as defined in Section XI, Paragraph B. Corrective Action may include being placed on probation for a period of ninety (90) calendar days. During the 90 days there will be an addition of conditional and mandatory activities added as an amendment to the ITSP. These activities will address persistent obstacles to meeting benchmarks outlined in the ITSP, and to help the participant identify and enact strategies to

move forward with renewed momentum. Should the FSS Participant violate the terms of the FSS Probationary Agreement, the FSS contract will be terminated as outlined in Section XIV.

XIV. CONTRACT TERMINATION AND WITHHOLDING OF SUPPORTIVE SERVICES

A. FSS Contract Termination

The FSS Contract of Participation may be terminated before the expiration of the contract term, and any extension thereof, for the following reasons:

- 1) The Contract of Participation is automatically terminated if the family's Project Based Rental Assistance, rental assistance is terminated for non-compliance in accordance with HUD requirements;
- 2) If the family violates family housing obligations. A participant family's housing obligations are described in the PBRA Housing Lease Agreement (HUD Model Lease 90105a and attachments); If the family breaches the FSS contract. The family's obligations for the FSS program are described in FSS Contract of Participation, HUD Form 9831A
- 3) If the FSS family's head of household fails to become independent from welfare assistance;
- 4) If the FSS family's head of household fails to meet the employment obligations of the contract;
- 5) The FSS PBRA participant and PAMI sign a written agreement mutually agreeing to terminate the contract;
- 6) The FSS staff determines that the family has not fulfilled its responsibilities under the FSS Contract of Participation and that there is not good cause for the family's failure to fulfill such responsibilities;
- 7) PAMI determines that the resources and services necessary to complete the contract are not available;
- 8) Any related new HUD mandate resulting in changes to the contract of participation and/or the related CFR or Housing Notice,
- 9) Operation of law.

If for any reason PAMI terminates the FSS Contract of Participation, the FSS participant will not be allowed to participate in any FSS programs administered by PAMI for one year.

PAMI may use discretion in determining eligibility for return to the program in reference to the reason for original termination. For example, in cases of fraudulent or threatening behavior by a previous participant, repeat participation may be declined.

XV. APPEAL PROCEDURES

PBRA residents may file a grievance for any decision involving termination from the FSS Program, denial of FSS participation, escrow funds forfeited, and withdrawal of the FSS application. The Housing Authority of the City of Austin's informal hearing procedures shall apply as established in each PBRA property's Tenant Selection Plan. The appeal procedures for FSS can be obtained through the FSS Coach Lead or the Informal Hearing Officer.

No appeal will be granted for voluntary withdrawal.

XVI. HUD FSS CONTRACT TERM, EXTENSION, MODIFICATION AND ADDITIONAL TERMS

- A. The Contract of Participation shall provide that each FSS family is required to fulfill those obligations to which the participating family has committed itself under the FSS Contract of Participation no later than five years after the effective date of the contract, unless the FSS participant is terminated prior to the end of the five-year period of the contract pursuant to the provisions of this agreement.
- B. HACA may, in writing, extend the term of the Contract of Participation for a period not to exceed two years when good cause exists for granting the extension. A family must supply a written request for an extension that includes a description of the need for the extension no later than thirty (30) calendar days prior to the expiration date of the FSS Contract of Participation. Requests for an extension shall not be approved unless circumstances beyond the control of the FSS family are evident in the need for extension. Examples of circumstances beyond the control of the FSS family include involuntary loss of employment or extended serious illness that prevented the participant from seeking or maintaining suitable employment. HACA retains the sole discretion to grant or deny an extension request, and therefore denial of extensions are not eligible for appeal.
- c. PAMI and the FSS family may mutually agree to modify the Contract of Participation. The Contract of Participation may be modified in writing with respect to the Individual Training and Services Plans, the contract term in accordance with paragraph 2 of this section, and designation of the head of the family. Modifications to the Individual Training and Service Plan may be made no later than 30 days prior to the expiration date of the FSS Contract of Participation.
- D. A participant may only graduate one time from the FSS program. The only exception to this guideline is a PBRA family that meets the qualification to graduate due to income and there is no escrow disbursement. If this is the case and the resident becomes income eligible again for the program after a one year waiting period, the family may re-enroll into the FSS program.

XVII. ASSURANCE OF NON-INTERFERENCE

Families choosing not to participate in the FSS program will not have their continued occupancy affected nor have their right to admission encumbered should they wish not to participate.

XVIII. COORDINATION WITH LOCAL SERVICES

In developing this FSS Action Plan, and the services and activities, HACA has coordinated with local employment training programs, including the CHOICES program and local Workforce Investment Opportunity Act (WIOA) programs. HACA continues to coordinate with other relevant employment, childcare, transportation, training and education programs in the Austin/Travis County areas. Service coordination is critical to participant and program success and will continue in the implementation of the FSS programs at HACA. A certification attesting to such is included as Section XXI.

XIX. PROGRAM COORDINATING COMMITTEE (PCC)

The Housing Authority of the City of Austin and Austin Pathways partner with various

entities that serve as a referral network for residents. The establishment of a Program Coordinating Committee is not required for PBRA FSS Programs, but this PBRA program will coordinate services through HACA's existing PCC, and it will serve as a joint PCC for both programs. The collaborations with the PCC will serve to provide feedback to the FSS teams on methods to enhance the FSS programs. Some entities may be paid contractors for services and others unpaid contractors- informally with or without a MOU.

The Program Coordinating Committee (PCC) members will consist of a staff and volunteers from among the following agencies:

- 1) Membership from select Partner Agencies, including:
 - AUSTIN COMMUNITY COLLEGE – GED and ESL classes; postsecondary education
 - AUSTIN ENERGY – Utility Assistance for FSS participants in addition to other self-sufficiency program members and the elderly/disabled residents
 - CAPITAL AREA WORKFORCE DEVELOPMENT BOARD/Workforce Solutions– job readiness training, job training; job placement; supportive services, sharing information on TANF program rules, services and benefits that support FSS families’ work efforts, encourage TANF recipients who are served by the HA to enroll in FSS
 - CITY OF AUSTIN OFFICE OF NEIGHBORHOOD HOUSING & COMMUNITY DEVELOPMENT –down payment assistance program; affordable housing program
 - GOODWILL INDUSTRIES – job placement services; interviewing skills; resume writing, financial literacy and life skills training
 - AREA CHURCHES – food pantry; emergency assistance, youth programming, Any Baby Can – parenting and life skills, workforce development
 - Lifeworks – Parenting and life skills
 - Literacy Coalition of Central Texas – workplace competency training and GED preparation
 - Skillpoint Alliance - Job readiness/workplace competency, career assessment and counseling, job training, job placement; skilled trades and health care professions
 - Foundation Communities –financial management education, college planning, free tax preparation, and health insurance enrollment
 - Frost Bank – financial literacy and asset building; Other service provided as determined
 - Financial Literacy Coalition of Central Texas - financial literacy, Financial coaching and asset building
 - Texas Capital Bank – Financial Literacy
 - Austin Area Urban League- assessment, work readiness training, certificate training and job placement

Members may be removed from the PCC at the sole discretion of HACA. The PCC will also include representatives FSS participants.

XX. FSS COORDINATOR (COACH) FUNDING

FSS Coaches will be funded through donations to Austin Pathway Incorporated, a non-profit subsidiary of HACA until other grant funding is secured. HACA is committed to funding two (2) FSS PBRA Coach positions for a term of no less than 5 years.

XXI. CERTIFICATION OF COORDINATION

The Family Self-Sufficiency Program has been developed to avoid duplication of services and activities. The FSS program utilizes existing networks of services in the Austin area in order to avoid such duplication. Additionally, the FSS program has been developed, and continues to be implemented in collaboration with other entities in the Austin area, including the City of Austin and the Capital Area Workforce Development Board, which administer the Workforce Investment and Opportunity Act and Choices programs. HACA will continue to coordinate with relevant agencies and organizations throughout the implementation of the FSS program in order to promote the maximum benefit to participants while avoiding any duplication of services.

Signed: _____
Michael Gerber, President and CEO

Date: _____