

RESOLUTION NO. 23-01

**HOUSING AUTHORITY OF THE CITY OF SAN BUENAVENTURA
AUTHORIZING RESOLUTION
RE: SUBMISSION OF SIGNIFICANT AMENDMENT TO THE PHA HIGH
PERFORMER ANNUAL PLAN**

At a duly constituted meeting of the Board of Commissioners of the Housing Authority of the City of San Buenaventura, a public body, corporate and politic (the "Authority"), held on January 11, 2023, the following resolutions were adopted:

WHEREAS, the Authority is required under the Quality Housing and Work Responsibility Act of 1998 (QHWRA), the Housing and Economic Recovery Act of 2008 (HERA), and implementing regulations at 24 C.F.R. 903 to complete its Annual Plan submission and revisions;

WHEREAS, the Authority is required to submit a Significant Amendment to make changes to its program policies not identified in its Annual Plan submission via a Significant Amendment;

WHEREAS, the Authority published the draft Significant Amendment/ Annual Plan and all required supporting documentation on its website and at its management offices for public review and comment on or 45 days prior to the public hearing;

WHEREAS, the Authority presented to the Resident Council the proposed Significant Amendment to its Annual Plan;

WHEREAS, the Authority convened a public hearing on January 10, 2023, to consider additional external input on the High Performer Annual Plan which was duly noticed 45 days prior to the hearing in the Ventura County Star;

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interest of the Authority to undertake all necessary and proper efforts to complete the Significant Amendment to its High Performer Annual Plan as published, subject to non-substantive modifications that might be approved by the Board of Commissioners as a result of public input;

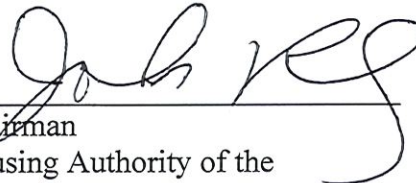
NOW, THEREFORE, BE IT RESOLVED: That the Authority approves the Significant Amendment to its High Performer Annual Plan as published for submission to the U.S. Department of Housing & Urban Development (HUD);

FURTHER RESOLVED: That John Polanskey, Chair of the Board of Commissioners, acting alone on behalf of the Authority, shall be authorized and directed to execute the PHA Certifications of Compliance with PHA Plans and Related Regulations (Form HUD-50077);

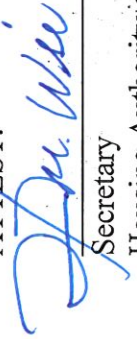
RESOLVED FURTHER: That to the extent that any actions authorized herein have already been performed, such actions are ratified and approved.

PASSED AND ADOPTED at a regular meeting of the Housing Authority of the City of San Buenaventura on January 11, 2023, by the following called vote:

AYES: 7
NOES: 0
ABSENT: —
ABSTAIN: —


Chairman
Housing Authority of the
City of San Buenaventura

ATTEST:

A handwritten signature in blue ink, appearing to read "Dr. Wu", is written over a horizontal line.

Secretary
Housing Authority of the
City of San Buenaventura

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

Definitions.

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

A.	PHA Information.																														
A.1	<div> <div>PHA Name: <u>Housing Authority of the City of San Buenaventura</u></div> <div>PHA Code: <u>CA035</u></div> </div> <div> <div>PHA Type: <input checked="" type="checkbox"/> High Performer</div> <div>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2022</u></div> <div>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</div> <div>Number of Public Housing (PH) Units <u>221</u> Number of Housing Choice Vouchers (HCVs) <u>1897</u></div> <div>Total Combined</div> <div>PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input checked="" type="checkbox"/> Revised Annual Submission</div> </div> <div> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>Our Annual Plan is available at all our buildings, main offices, and copies are given to the CWRAB and RACs. It is also available on our website at www.hacityventura.org.</p> </div> <div> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </div> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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B.	Plan Elements
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element below:</p> <ul style="list-style-type: none"> The PHA is updating its subsidy standards to implement a new exception to its two-persons-per-bedroom policy. The exception will exclude persons of different generations, with lineal kinship, to the two persons per room policy. <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <ul style="list-style-type: none"> The PHA has not received a Choice Neighborhoods (CNI) or HOPE VI grant but plans to apply for a CNI Planning Grant as well as an Implementation Grant when offered again for the demolition and disposition of public housing inventory, resulting in a density increase of units: CAL 35-1 & 2 Westview Village (replacement of 180 public housing units plus additional 170 affordable units). The PHA may engage in mixed-finance development activities for public housing in the next fiscal year period, which may be affiliated with any of the PHA's existing public housing projects if the PHA receives funding for the project in the fiscal period of this plan. RAD conversions undertaken during the PHA Annual Plan period may include mixed-finance development. The PHA may transfer Public Housing Operating Funds to Capital Fund projects in accordance with Notice PIH 2018-03 or may transfer Capital Funds to Operating Fund pursuant to HUD regulations; The PHA may apply for the disposition of public housing properties during the Annual Plan period. Properties that might be submitted for disposition may include units within the following projects: CAL 35-1 & 2 (Westview Village); CAL 35-8 (Scattered Sites); CAL 35-10 (Scattered Sites); CAL 35-12 (Scattered Sites). The PHA may apply for the conversion of public housing to tenant-based assistance during the Annual Plan period. Properties that might be submitted for disposition may include units within the following projects: CAL 35-1 & 2 (Westview Village); CAL 35-8 (Scattered Sites); CAL 35-10 (Scattered Sites); CAL 35-12 (Scattered Sites). The PHA plans to project-base Section 8 Housing Choice Vouchers in the coming year. Project basing is a more viable option than tenant-based vouchers because of the following circumstances: access to neighborhoods outside of high poverty areas, source of stable operating funds for new construction and to ensure well-maintained units for very low-income persons. Project-basing is consistent with the PHA 5-Year and Annual Plan objectives of expanding the supply

of assisted housing, improving the quality of assisted housing and increasing assisted housing choices. The Agency plans to utilize the statutory and regulatory amendments issued in implementing the Housing Opportunity through Modernization Act (HOTMA) 2016, including:

- Project-basing twenty percent calculated by authorized voucher count;
- Project-basing an additional ten percent of authorized voucher count for projects that are specifically made available: 1) to house individuals and families that meet the definition of homeless pursuant to 24 C.F.R. 578.3; or 2) to house families that are comprised of or include a veteran; 3) to provide supportive housing for elderly/disabled persons; or 4) in a census tract with a poverty rate of 20 percent or less, as determined in the most recent American Community Survey 5-Year Estimates

The Agency has the following authorized voucher count and plans to provide project-based voucher (PBV) subsidy to the maximum extent allowable as follows:

PROGRAM	ACC Count	Current PBV Program	ACC Count
HCV	1302	Total Active HAP	324
VASH	127	Total AHAP	75
Mainstream Vouchers	59		
RAD units	459		
		Total other commitments	30
FUP	9		
FUP Youth	3		
Emergency Housing Vouchers	43		
TOTAL	1488	Total Current Count	429
TOTAL ACC ABA	1888		
20%	297.6		
10%	148.00		
TOTAL PBV Authorized	445.60		
Project Name	Vouchers used	Status	Additional Program Type 10% Type
Castio Del Sol	39	Active HAP	1-Homeless: 3-supportive housing
Chapel Lane	38	Active HAP	3-supportive housing
The WAV/SHORE	15	Active HAP	1-Homeless: 3-supportive housing
TRIAD	22	Active HAP	3-supportive housing
Soho	12	Active HAP	3-supportive housing
El Patio	28	Active HAP	1-Homeless: 3-supportive housing
331 N. Olive/Henry Properties	4	Active HAP	3-supportive housing
Riverside St. Apts	10	Active HAP	
Westview Phase I	58	Active HAP	3-supportive housing
Snapdragon II	21	Active HAP	4-Veteran: 7- Supportive Housing
El Portal	28	Active HAP	5 VASH, 10 MV's + 13 PBV
Willet Ranch	49	Active HAP	3-supportive housing/15 homeless
WV III	53	Active AHAP	20 Homeless units
Westview Phase II	22	Active AHAP	15 homeless units
Veteran Home	30	Planning	VASH
Total Active/AHAP	399	Count Available to PBV	
Total commitments not under AHAP	30	16.60	
TOTAL	429		
Percentage Active/AHAP/Commitment	96%	Percentage available to PBV	
		4%	Apr-22

- In the upcoming PHA Annual Plan period, the agency will consider requesting proposals to project-base vouchers. Pursuant to the Housing Opportunity Through Modernization Act of 2016 (HOTMA) and HUD implementing regulations, the PHA will also: 1) award initial PBV contracts for up to 20 years; 2) provide operating cost adjustment factor funding provisions and rent floors within PBV contracts; 3) permit owners and supportive services providers to maintain site-based and disability-specific preference waiting lists; 4) attach assistance to structures in which the PHA has an ownership interest or control without following a competitive process; and 5) allow project-based HUD-VASH and FUP vouchers under the same policies and procedures applicable to general purpose vouchers. The PHA will consider PBVs in the following neighborhoods: East Ventura. Midtown, Downtown, and the Westside Neighborhood Revitalization Strategy Area. The PHA will give preference to proposals that target the following families: senior, disabled, homeless and at risk of homelessness, veterans, and very low-income families.
- The PHA plans to attach PBV assistance without competition to the following PHA-Owned PBV proposed developments: Villages at Westview, Phases II-IV

- The PHA plans to consider project-basing Veteran's Affairs Supportive Housing (VASH) vouchers and Family Unification Program (FUP) vouchers in the coming Annual Plan period and will apply for additional VASH or FUP vouchers as available to support PBV. Similarly, to project-based Section 8 vouchers, project-based VASH vouchers can benefit the homeless veterans, the Veterans Administration, and FUP/Y beneficiaries by providing a stable source of operating funds for new construction and that ensure well-maintained units. Providing services at a single location for case management personnel is made easier with PBV. Currently, the PHA has awarded project-based VASH assistance to appropriate projects and plans to do so additionally in the future.
- The PHA plans to consider seeking and project-basing Mainstream Voucher funds and to seek VASH-PBV set-aside vouchers or tenant protection vouchers if available.
- The PHA has completed several conversions of Public Housing into RAD PBV assistance. The PHA retains management of the properties through a Property Management Agreement. As PBV units, they are governed by the PHA HCV Administrative Plan; as Tax Credit units they are subject to the PHA's Policy Guide Governing Admission to and Continued Occupancy of LIHTC Units. RAD Project descriptions follow:
 - Vista Del Mar Commons (f/k/a Asset Management Project (AMP) 2) – 144 public housing units at the following properties, converted to 140 units of RAD PBV assistance:
 - -The Palms, 137 South Palm Street (Elderly/Disabled, 0 Bedrooms: 26, 1 Bedrooms: 49)
 - -Mission Park, 66 North Ventura Avenue (Elderly/Disabled, 1 Bedrooms: 52, 2 Bedrooms: 1)
 - -Training for Independent Living, 148 South Palm Street (Family, 1 Bedrooms: 3, 2 Bedrooms: 11, Offices: 2)
 - -Operating as RAD PBV since February 2014.
 - Johnson Gardens (f/k/a portions of AMP 3 and AMP 4) – 101 public housing units at the following properties, converted to 101 units of RAD PBV assistance:
 - -1079 Johnson Drive (Elderly/Disabled, 1 Bedrooms: 25)
 - -1055 Johnson Drive (Elderly/Disabled, 1 Bedrooms: 25)
 - -9620 Telephone Road (Elderly/Disabled, 1 Bedrooms: 50, 2 Bedrooms: 1)
 - -Operating as RAD PBV since May 2015.
 - Buena Vida (f/k/a portion of AMP 3) – 95 public housing units at the following property converted to 95 RAD PBV units:
 - -9050 Telephone Road (Family/Elderly/Disabled, 1 Bedrooms: 79, 2 Bedrooms: 8; 3 Bedrooms: 4; 4 Bedrooms: 4)
 - -Operating as RAD PBV since October 2016.
 - Westview Village (AMP 1) – 180 public housing units will convert through a Multi-Phase RAD conversion to 320 units mixed RAD PBV, conventional PBV, and tax credit units
 - -Phase 1 (Family, 1 Bedrooms: 18; 2 Bedrooms: 32; 3 Bedrooms: 13; 4 Bedrooms: 9) converted to RAD PBV starting January 2017; AHAP effective since October 2016.
- Should the Moving to Work Demonstration Program be expanded, the PHA may apply for participation.
- Pursuant to Notice PIH 2016-20, the PHA applied to the Special Applications Center for disposition and retention of the Public Housing Real Property within CAL 35-1 & 2 (Westview Village) that comprises the agency's principal administrative building, a site that was never used for public housing dwelling units but which primarily serves or supports the service of low-income families.
- The PHA plans to assess the continued operational necessity of HUD Asset Management, modifying organizational protocols and procedures as needed to ensure efficient portfolio management.
- Since the PHA is under the 250 public housing ACC count, the PHA plans to assess and pursue the voluntary conversion of remaining units to Section 8 tenant-based assistance as applicable.
- If any Project-Based Voucher HAP contracts are not renewed during the Plan Year, the PHA plans to request tenant-protection vouchers as applicable and reissue new PBV commitments to replace such units.
- If Emergency Safety & Security grant funds are made available and conditions exist, the PHA will apply for and expend the funds.
- If HUD increases the cap on Project-Based Vouchers, the PHA will consider Project-Basing Tenant-Based Vouchers
- If the PHA becomes eligible to receive additional Emergency Housing Vouchers, the PHA will consider adding them to their portfolio
- Since the PHA is under the 250 public housing unit count, it may explore Small PHA designation
- The PHA will adopt a waitlist preference for Westview Villages Phase 2, RAD Conversion.
- The PHA, will adopt a Low-Income Housing Tax Credit management policy guide for all units owned or managed by the PHA not covered under the ACOP of HCV Admin Plan.

B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>The PHA has maintained its mission of providing housing assistance to low-income families in the city of Ventura. The PHA has successfully begun the RAD Conversions of Westview Phase II and III. Phase I has been completed. The PHA has also Project-Based vouchers at El Portal, a 29- unit affordable housing development, with 12 units set aside for permanently supportive units for formerly homeless individuals and families. The PHA has also Project-Based vouchers for Willett Ranch apartments, a 50-unit development for seniors with fifteen (15) units set aside for formerly homeless and three (3) units for special needs.</p> <p>The PHA continues to capitalize on opportunities from HUD and is managing VASH, FUP, FUP Youth, Mainstream, and EHV Vouchers.</p>
B.4.	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p>
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	<p>Other Document and/or Certification Requirements.</p>
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p><i>Form 50077-ST-HCV-HP, PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

D.	Affirmatively Furthering Fair Housing (AFFH).					
D.1	<p>Affirmatively Furthering Fair Housing.</p> <p>Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <table border="1"><tr><td>Fair Housing Goal:</td></tr><tr><td><u><i>Describe fair housing strategies and actions to achieve the goal</i></u> N/A</td></tr></table> <table border="1"><tr><td>Fair Housing Goal:</td></tr><tr><td><u><i>Describe fair housing strategies and actions to achieve the goal</i></u> N/A</td></tr></table> <table border="1"><tr><td>Fair Housing Goal:</td></tr></table>	Fair Housing Goal:	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u> N/A	Fair Housing Goal:	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u> N/A	Fair Housing Goal:
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Fair Housing Goal:						

Describe fair housing strategies and actions to achieve the goal

N/A

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Plan Elements.

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

☐ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a).)

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

☐ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

☐ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

☐ **Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and 24 CFR §903.12(b).

☐ **Safety and Crime Prevention (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

☐ **Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

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

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

☐ **HOPE VI.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. (Notice PIH 2011-47)

☐ **Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

☐ **Demolition and/or Disposition.** With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and 2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. ([24 CFR §903.7\(h\)](#))

☐ **Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. ([24 CFR §903.7\(j\)](#))

☐ **Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

☐ **Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. ([24 CFR §983.57\(b\)\(1\)](#)) If using project-based vouchers, provide the projected number of project-based units and general locations and describe how project-basing would be consistent with the PHA Plan.

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

☐ **Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.7\(r\)\(1\)](#))

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR §903.7\(g\)](#)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. ([24 CFR §903.7\(p\)](#))

C. Other Document and/or Certification Requirements

- C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)
- C.2 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).
- C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.

D. Affirmatively Furthering Fair Housing.

D.1 Affirmatively Furthering Fair Housing.

The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: “To implement goals and priorities in an AFH, strategies and actions shall be included in program participants’ ... PHA Plans (including any plans incorporated therein) ... Strategies and actions must affirmatively further fair housing” Use the chart provided to specify each fair housing goal from the PHA’s AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 7.02 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.