

Annual PHA Plan <i>(Standard PHAs and Troubled 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-ST is to be completed annually by **STANDARD PHAs** or **TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only 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 if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, 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	<p>PHA Name: <u>Wayne Metropolitan Housing Authority</u> PHA Code: <u>OH036</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2024</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>224</u> Number of Housing Choice Vouchers (HCVs) <u>961</u> Total Combined Units/Vouchers <u>1185</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. 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. 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>The Wayne Metropolitan Housing Authority will post the PHA Plan on our website (waynemha.org) and is available for the public at our Administrative Office located at 345 North Market Street, Wooster, Ohio 44691. In addition, each member of the Resident Advisory Board received a copy on September 6, 2023.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <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?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input type="checkbox"/> <input checked="" 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 checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency 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"/> Asset Management.</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 revised element(s):</p> <p>Statement of Housing Needs and Strategy for Addressing Housing Needs: Wayne Metropolitan Housing Authority (WMHA) hopes to use the Local, Non-Traditional Activities to address the local need for housing. According to the City of Wooster's 2023 Economic Development Plan there is a shortage of 2,117 units in the City of Wooster. Based on Waiting List applications 1- and 2-bedroom units are the most needed. Current zoning restrictions limit development in the City of Wooster, so development may be scattered throughout Wayne County. WMHA is working with a local real estate agent to determine available land in Wayne County for future development. Also, WMHA is seeking partnerships for a consultant to work with financing options for potential tax credit funding so that housing remains affordable. The development of new housing will update the housing stock and provide resident's with more affordable and accessible options.</p> <p>Rent Determination: The Admissions and Continued Occupancy Policies for Wayne Metropolitan Housing Authority's Public Housing were updated to include the Public Housing Income Limit rules in compliance with Housing Opportunity Through Modernization Act of 2016 (HOTMA), section 103 and PIH-2023-03(HA). We will be adding the final rule implementation sections 102 and 104 HOTMA for January 1, 2025.</p> <p>Operations and Management: The Wayne Metropolitan Housing Authority entered into a contract with D.L. Morgan & Associates to update our Housing Choice Voucher Administrative Plan and our Public Housing Admissions and Continued Occupancy Plan and continue to update these policies with federal regulation changes (Housing Opportunity Through Modernization Act of 2016-HOTMA and National Standards for the Physical Inspection of Real Estate-NSPIRE).</p> <p>Significant Amendment/Modification: Wayne Metropolitan Housing Authority has a substantial deviation from the 5-Year Action Plan. Wayne Metropolitan Housing Authority intends to dispose of the Public Housing property, Townview Terrace, Parcel ID 64-02236.000 located at 200 South Market Street, Wooster, AMP OH036000011. Timeframe for Disposition is by 12/31/2024. Townview Terrace is a State licensed Assisted Living facility which is contracted by Tri State Home Health LLC who depends Area Agency on Ageing for referrals. Currently those referrals have been slow and occupancy is well below the 97% causing an infeasible operation and no longer effective for a public housing building. Screened potential residents on the waiting list are refusing to move into Townview Terrace mainly because the building operates as an assisted living facility.</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review. Deconcentration is limited to the Family Amp (OH036000010) which has 104 units. The Hi-Rise Amp (OH036000011) is not subject to deconcentration because only elderly persons or persons with disability, or both. See Attachment (A). (OH036c01)</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 type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p>					

- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance.
- Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
- Occupancy by Over-Income Families.
- Occupancy by Police Officers.
- Non-Smoking Policies.
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(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.

Demolition and/or Disposition:

Wayne Metropolitan Housing Authority intends to dispose of the Public Housing property, Townview Terrace, Parcel ID 64-02236.000 located at 200 South Market Street, Wooster, AMP OH03600011. Timeframe for Disposition is by 12/31/2024. Townview Terrace is a State licensed Assisted Living facility which is contracted by Tri State Home Health LLC who depends Area Agency on Ageing for referrals. Currently those referrals have been slow and occupancy is well below the 97% causing an infeasible operation and no longer effective for a public housing building. Screened potential residents on the waiting list are refusing to move into Townview Terrace mainly because the building operates as an assisted living facility.

Wayne Metropolitan Housing Authority will use the proceeds to provide low-income housing and construct a campus that will include 1-bedroom units (replacing Townview Terrace) and 12 1-bedroom Permanent Supportive Housing (PSH).

Project-Based Vouchers:

The Wayne Metropolitan Housing Authority is planning to develop a 12-unit Permanent Supportive Housing project in the City of Wooster with provision to have the services available on-site for the tenants. In order to gain needed financing for the project and make the units affordable to the population needing the housing and services, the Housing Authority is planning to seek HUD approval to project-base 12 Housing Choice Vouchers from its base line of 961 vouchers.

Units with Approved Vacancies for Modernization:

At this time there are no vacancies approved for Modernization.

In addition, as units become vacant and are in need of comprehensive renovations, Wayne Metropolitan Housing Authority intends to request approval to renovate units utilizing Capital Funds, which will result in units being placed in "Approved Vacancy for Modernization" status.

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

Wayne Metropolitan Housing Authority will apply for Emergency Safety and Security Grant Funding and/or other HUD Grant Funding opportunities.

B.3

Progress Report.

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

Mission: The Wayne Metropolitan Housing Authority strived to create a safe space encouraging personal growth and self-sufficiency by providing sustainable housing opportunities and guidance for people with diverse needs through multiple programs and partnerships.

Vision: We envision a future where everyone has affordable, quality housing that offers a foundation for stability, self-sufficiency, and success.

Purpose Statement: Providing support for a safe and secure place to call home.

Strategic Priority 1: We will develop and expand the availability of quality, affordable housing options throughout our service area by growing and preserving properties that meet the needs of low-to-moderate-income residents and individuals with special housing needs.

Strategic Goal 1-1: Provide financial assistance to eligible individuals and families through the federal Housing Choice Voucher Program (Section 8).

Strategic Objective 1-1: -Meet or exceed program standards for Section 8 Management Assessment Program.
 -Strive to use the full allocation of housing vouchers available to Wayne MHA.
 -Improve outreach to property owners to encourage participation in the voucher program and to increase the quality of rental options.

Strategic Goal 1-2: Help families achieve financial independence through the Family Self-Sufficiency program.

Strategic Objective 1-2: -Handle enrollment and administration for FSS program participants.
 -Identify and implement strategies to encourage program enrollment, retention and completion.

Strategic Goal 1-3: Assist HCV voucher holders in achieving home ownership.

Strategic Objective 1-3: -Ensure that all eligible HCV holders have the opportunity to participate in the Home Ownership Program.
-Provide education, credit counseling and other services to support Home Ownership program participants.

Strategic Priority 2: We will connect eligible individuals and families with resources for affordable housing, and within program guidelines we will make referrals to community resources to meet other economic, educational and social needs.

Strategic Goal 2-1: Manage our properties so they are safe, efficient to operate, good neighbors, attractive assets to their neighborhoods and places where people want to live.

Strategic Objectives: -Offer a variety of affordable housing options that provide choices that enhance the quality of life for individuals and families at all stages of their lives.

-Develop and implement methods for assessing resident satisfaction.

-Establish and implement standards for customer service that are supported through training, performance evaluation and recognition.

-Establish guidelines and structures that support resident involvement in property-level governance.

Strategic Goal 2-2: Preserve existing affordable housing while increasing inventory and housing choice for residents of Wayne County and surrounding communities.

Strategic Objectives: -Monitor and access opportunities from local, state and federal entities that could increase resources for the development of new properties.

-Meet agency-wide maintenance standards for all properties; at a minimum, our standards will meet HUD's Uniform Physical Condition Standards.

-Continue to evaluate each property to determine its maintenance and modernization needs and long-term viability as part of the annual capital needs plan and budget.

-Use U.S. Census data for Wayne County and neighboring communities to identify current and future housing needs.

Strategic Goal 2-3: Be a leader in forming strategic partnerships that lead to the maximum leveraging of financial, human and organizational resources.

Strategic Objectives: -Build on existing collaborations with local governments, nonprofit organizations and business leaders to develop solutions to existing and emerging housing needs, including seniors, the homeless and individuals with mental illness or developmental disabilities

-Develop partnerships to address the critical shortage of rental units for low-to-moderate-income families.

Strategic Priority 3: We will develop and maintain effective leadership and a high performing workforce.

Strategic Goal 3-1: Support a Board of Commissioners that provides leadership, governance and oversight for WMHA.

Strategic Objectives: -Review and revise the WMHA by-laws as necessary to meet changing organizational needs.

-Create a culture of inquiry and accountability within the board.

-Ensure that the board maintains its focus on the agency's key performance indicators.

-Provide board members with a thorough orientation and ongoing education about the organization and about political and economic forces affecting affordable housing.

-Support, direct and evaluate the executive director.

Strategic Goal 3-2: Recruit, retain, recognize and reward motivated and talented employees.

Strategic Objectives: -Ensure that the staff reflects the skills and competencies needed to achieve the organization's mission

-Create individual staff work plans that identify performance expectations and developmental goals.

-Maintain a performance management system that ensures accountability, provides feedback and rewards outstanding results.

Strategic Priority 4: We will build financial strength and sustainability through accountability, revenue growth and diversification.

Strategic Goal 4-1: Ensure sound fiscal practices.

Strategic Objectives: -Develop and maintain balanced annual budgets that reflect organizational priorities.

-Establish metrics for financial performance and triggers for taking corrective action.

-Minimize risk through strong internal controls.

-Demonstrate transparency and accountability by providing financial reports to funders and others as appropriate.

Strategic Goal 4-2: Increase revenue and reduce expenses through efficient and effective management of resources.

Strategic Objectives: -Maintain a high occupancy rate for WMHA-managed properties.

-Maximize administrative fee revenue through full utilization of all units.

Strategic Priority 5: We will strengthen our internal operations to increase efficiency by using technology wisely and making critical investments in our infrastructure.

Strategic Goal 5-1: Comply with local, state and federal regulations and WMHA Policies.

Strategic Objectives: -Ensure that staff and board members maintain up-to-date knowledge of regulatory issues through publications, training and networking opportunities.

-Regularly review policies and guidelines to ensure relevance and consistent compliance.

-Review, update and communicate WMHA policies and procedures.

-Achieve/Maintain rank of high-performing housing authority through HUD.

Strategic Goal 5-2: Improve internal processes and performance.

Strategic Objectives: -Examine distribution of work assignments and reporting structure to ensure equitable workloads and optimal productivity.
-Ensure that work assignments align with staff skills.
-Provide training to develop higher skill levels.

Strategic Goal 5-3: Make full use of available technology.

Strategic Objective: -Ensure that in-process technology upgrades are completed and fully utilized.
-Identify critical processes that must be automated and provide relevant staff training.
-Acquire equipment and software needed to facilitate document imaging for staff and program applicants.
-Use WMHA website as a resource to reduce calls for basic agency information.

Strategic Priority 6: We will increase our public visibility and the community's understanding of our services and our impact, and we will advocate for affordable housing as a key component of thriving communities.

Strategic Goal 6-1: Communicate WMHA's role in local, state and national housing policy and development.

Strategic Objectives: -Establish a communications strategy for targeted audiences that promotes the positive impact of WMHA's commitment to ensuring the availability of quality, affordable housing.
-Ensure that board members and management staff have timely and appropriate communication tools to convey key organizational messages.
-Generate goodwill for WMHA through presentations to civic groups, service organizations and others.

Strategic Goal 6-2: Advocate for quality, affordable housing as a part of vibrant, sustainable communities.

Strategic Objectives: -Cultivate close relationships with government, nonprofit and business leaders to ensure mutual understanding of housing issues in Wayne and surrounding counties.
-Position WMHA as a resource for high quality advice, data and information on housing and related topics.
-Develop leaders who can articulate the importance of quality, affordable housing.

Statement Regarding VAWA

The Wayne Metropolitan Housing Authority adopted revisions to its Public Housing Admissions and Continued Occupancy Policy and its Section 8 Housing Choice Voucher Administrative Plan to address the requirement of the Violence Against Women Act. Those revisions were adopted by Resolution of the Board of Commissioners of the Wayne Metropolitan Housing Authority on September 27, 2006.

The Wayne Metropolitan Housing Authority notified residents of the Public Housing Program and the Section 8 Housing Choice Voucher Program through written mail of the requirements of the Violence Against Women Act in May of 2007, and also incorporated that information in its Housing Choice Voucher briefings and Public Housing lease signing. All staff working with clients of the Public Housing Program and Section 8 Housing Choice Voucher Program were given training and all necessary information regarding the Act. Periodic recurrent training will be scheduled as appropriate.

The Wayne Metropolitan Housing Authority does not offer any "activities, services or programs" that are intended to specifically help child or adult victims of domestic violence, dating violence, or stalking other than that required by law or regulation. The Wayne Metropolitan Housing Authority always makes appropriate referrals when victims of domestic violence, dating violence, or stalking are identified.

The Wayne Metropolitan Housing Authority has a working relationship with OneEighty and Every Woman's House, a local domestic violence shelter, that provides 24-hour services to child and adult victims of domestic violence, dating violence, sexual assault, and bullying. They provide a full range of crisis intervention, treatment, counseling, prevention and support services to individuals and families impacted by domestic violence and/or sexual assault. All services available through Every Woman's House are also available to male victims.

The Wayne Metropolitan Housing Authority continues to review, update and revise its policies and procedures regarding violence against women as legislation or regulations enhance or revised guidance.

Other Progress:

On March 1, 2023 the Public Housing and Housing Choice Voucher Waiting Lists were closed. On April 1, 2023 applicant preference system was updated for Public Housing and Housing Choice Voucher Programs. On June 5, 2023 the Public Housing Waiting List was opened.

Wayne Metropolitan Housing Authority has entered into a contract with Jonathan Zimmerman, SEA Associates, LLC to review current Payment Standards. The Extension of Certain Regulatory Waivers for the Housing Choice Voucher (including Mainstream and Mod Rehab) Program and Streamlined Review Process. HUD approved this waiver on June 30, 2023, increased Payment Standards were implemented September 1, 2023 for rent burdened families and October 1, 2023 for all other vouchers. This should potentially increase landlord participation in the Housing Choice Voucher Program.

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> <p>The 2023-2027 Five-Year Action Plan was approved by HUD on 10/12/2023.</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>
<p>C. 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 checked="" 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. OH036a01</p> <p><i>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.</i></p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. OH036b01</p> <p><i>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.</i></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 checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
C.5	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>D. Affirmatively Furthering Fair Housing (AFFH).</p>	

D.1

Affirmatively Furthering Fair Housing (AFFH).

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.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

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**Instructions for Preparation of Form HUD-50075-ST
Annual PHA Plan for Standard and Troubled 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)(c))

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

B. Plan Elements. All PHAs must complete this section.

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." (24 CFR §903.7)

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. 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)) 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 maintain 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))

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. (24 CFR §903.7(e))

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of (24 CFR §903.7(l)). Provide a description of: 1) Any programs relating to services and amenities provided or offered to assisted families; and 2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention (VAWA). Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) 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))

Asset Management. State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

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 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 or Choice Neighborhoods. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods 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 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))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission; 5) the number of units affected and; 6) expiration date of the designation of any HUD approved plan. Note: The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

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 Rental 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.](#)

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.503\)](#) (24 CFR 903.7(b))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of

their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.505) (24 CFR 903.7(b))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21](#) and [Notice PIH-2017-03](#). (24 CFR §903.7(e))

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. 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 (24 CFR §903.7(b)).

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).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

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(c)(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 of 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.

C.5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

D. Affirmatively Furthering Fair Housing (AFFH).

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 in part 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.

Public reporting burden for this information collection is estimated to average 7.52 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.