

<b>Streamlined Annual PHA Plan</b> <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing <b>Proposed for Adoption on 1/13/2022 Draft: 11/19/2021</b>	OMB No. 2577-0226 Expires: 02/29/2016
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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, 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.** 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 of 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, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 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 exceeds 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> <b>PHA Name:</b> <u>  </u>The Housing Authority of Newport <b>PHA Code:</b> <b>R1005</b>  <b>PHA Type:</b> <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <b>4/2022</b>  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> <b>619</b> <b>Number of Housing Choice Vouchers (HCVs)</b> <b>551</b>  <b>Total Combined</b> <b>1170</b>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission         </p> <p> <b>Availability of Information.</b> 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 style="color: blue;">           As a result of the Coronavirus pandemic, the PHA's offices remain largely closed to the public for office visits and we are instead utilizing remote service delivery where possible. The Annual Plan has been made available on the agency's website (<a href="http://www.newporthousing.org">www.newporthousing.org</a>), at Newport City Hall, and a copy has been provided to the Newport Residents Council.         </p> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)         </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 20%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 30%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 15%;">PH</th> <th style="width: 15%;">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>B.</b>	<b>Annual Plan Elements</b>
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <b>Annual PHA Plan</b> 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 checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input 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 type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its De-concentration Policy for Field Office Review.</p> <ul style="list-style-type: none"> <li>Attached: HACN's De-concentration Policy</li> </ul> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p> <ul style="list-style-type: none"> <li>Attached - Element #1: Eligibility &amp; Selection – HACN seeks to create Special Admissions Preferences to allow existing residents access to all Housing Authority properties and Continuum of Care applicants access to a limited number of apartments or voucher subsidies. In addition, HACN wants to allow applicants who have been removed from a waiting list(s) the ability to reapply any time the lists are open. This differs from the existing policy that says families may not reapply for one year.</li> <li>Attached - Element #2: Financial Resources - Updated to reflect 2022 Planned Resources</li> <li>Attached - Element #3: Rent Determination – Updated to reflect 2022 Fair Market Rents (FMR), 2022 Payment Standards have been updated and remain at up to 110% of FMR, and the updating of 2022 Flat Rents to reflect 80% of the 2022 FMRs.</li> <li>Attached – Element #4: Operations and Management – Updated to reflect the continued use of virtual/remote operations including, but not limited to certification/recertification activities and apartment inspections.</li> </ul>
	<p><b>New Activities.</b></p> <ul style="list-style-type: none"> <li>Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</li> <li>Y N</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</li> </ul> <p>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"> <li>HACN considers various funding mechanisms to preserve, enhance, and produce quality affordable housing opportunities for all existing and future properties, including, but not limited to HOPE VI/Choice Neighborhoods, HOME funding, RAD (Rental Assistance Demonstration) conversions and other blended subsidy programs. The Newport Residents Council would be consulted before any application would be submitted as HACN is committed to the resident participation process.</li> <li>HACN will continue the Mixed Finance, other redevelopment, or moderate rehabilitation/modernization of Park Holm, Chapel Terrace and any other property we are experiencing deteriorated conditions or in order to preserve long term affordability of our housing portfolio.</li> <li>HACN will apply for the demolition of an estimated 74 apartments and the disposition of the underlying vacant land for Park Holm Phase IV to be replaced with the new construction of the next estimated 51 apartments. The balance of the units (26) will be demolished and replaced (44) in Phase V to result in, at minimum, a one-for-one apartment replacement as well as a proposed new maintenance garage. We will explore doing Phases IV &amp; V as one phase should funding opportunities be available along with producing more units.</li> </ul>

- HACN continues to assess all non-dwelling space to determine highest and best use. We will consider new or continued leasing and/or selling of non-dwelling land and space and/or building/land swaps and long-term lease agreements (including, but not limited to the Central Office, other administrative offices, Florence Gray Center; and vacant land.) As such, demolition or disposition applications could be submitted, after a resident consultation process. We engage in partnership for education, career pathways, recreation, health services, supportive services, bike pathways, urban farming, community gardening, library services and other quality of life services. We are working to expand the Florence Gray Center into a campus of opportunity with several city and community partnerships.
- We are planning for the use of at least 40 Project Based Vouchers in Park Holm Phase IV and intends to project base an additional 44 vouchers in Phase V. Project basing vouchers is consistent with our plan to preserve and enhance affordable housing.
- HACN remains committed to doing all necessary rehabilitation of units to remain compliant with HUD’s REAC (Real Estate Assessment Center) standards, including, but not limited to, in accordance with HUD’s Lead Safe Housing Rule.
- HACN will explore opportunities for housing development and property acquisition (in the various affordable housing programs) including but not limited to existing properties, modular and/or other types of homes. We will explore the creation of a separate ownership entity, partnering with another developer or self-developing, and establishing a 501c (3) or other entity.
- HACN has been awarded CBDG grants, Legislative grants, and Growing Communities grants for much need capital repairs for the Florence Gray Center. We have been awarded private grants from the Van Beuren Charitable Foundation to support the Re-Imagining of the Florence Gray Community Center and its long-term sustainability.
- HACN explores funding opportunities for our housing properties and community facilities such as the Florence Gray Center, the Park Holm Senior Center, and Donovan Manor to enhance community and supportive services that serve to improve quality of life for our residents and housing communities. HACN also explores ROSS, FSS, Jobs Plus, Safety and security grants and other grants to enhance the well-being of our residents. HACN continues to utilize the Maturity Works Program which provides meaningful job experience opportunities for residents within our housing communities and we have created paid Section 3 Job Training Programs to train and employ our residents/participants to foster opportunities for employment and career pathways.
- We have partnered with the HiLo Neighborhood Association (a 501c3 created by residents) to secure funding, leveraged with HACN funding, for a broadband project that includes the infrastructure and ongoing wi-fi access in an effort to eliminate the digital divide impacting residents. The coronavirus pandemic has only heightened the need for digital access, whether it be for distance learning education, telehealth services, social engagement, workforce development and other socio-economic self-sufficiency needs.
- HACN will continue to pursue housing options to allow residents to age-in-place such as Designated Elderly Housing communities, services to support aging residents, assisted living opportunities, partnerships with local senior centers, mental health programs, health collaboratives and more.
- HACN will continue to consider opportunities resulting from participation in HUD’s Moving to Work Program. HACN will have an inclusive resident participation process and will work closely with the Newport Residents Council to review any proposed changes should this initiative be pursued.

**B.3 Progress Report.**

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

The Housing Authority of the City of Newport (HACN) continues to pursue its mission to provide decent, safe, sanitary and affordable housing and to promote homeownership, economic development, economic self-sufficiency for public housing residents and HCV Section 8 participants and a living environment free of discrimination and crime.

[Development and Redevelopment](#)

The Park Holm Revitalization Program: The Park Holm Master Plan, which involves the complete redevelopment of our 262-unit public housing property, remains a high priority goal (housing preservation) for the Authority. With the assistance of Capital Funds and previous American Recovery and Reinvestment Act (ARRA) funds, the Housing Authority previously renovated 51 apartments under Phase I of the Master Plan: Renovations. The Housing Authority closed on the redevelopment of the first 51 homes (site improvements and modest apartment improvements) and the new construction of another 60 homes (Phase II) in Park Holm (for a total of 111 new or newly renovated homes) in February 2014 and completed the site renovations and new construction in July, 2015. In June 2020, HACN closed on Park Holm Phase III which included the demolition of 58 distressed apartments and the new construction of 56 blended occupancy apartments between April and September of 2021. We are now working on the Park Holm Phase IV and V components of the Master Plan and intend to submit demolition, disposition, and mixed-finance funding applications to address the remaining units. Phase IV is expected to include the demolition of the next 74 apartments replaced with the new construction of 51 blended occupancy apartments and Phase V is expected to include the balance of demolition for the last 26 apartments replaced with the construction of the last 44 apartments; or combining them into one final phase of redevelopment. While the exact breakdown may vary between the remaining phases, the Authority is committed to replacing all 262 original apartments and producing additional units, if possible. The preservation of existing units is critical to housing affordability however, the need locally, statewide, and nationally speaks to how imperative it is to create opportunities for housing production as well and therefore we will continue to explore opportunities for this. The Park Holm Revitalization Program involves a fantastic collaboration of the Board, staff, residents, funders, and development team members and has been a highly successful and transformative community revitalization program. Chapel Terrace is also undergoing interior and exterior renovations, as well as roof and siding replacement performed at Earl Avenue. We will continue efforts to renovate each of our housing communities to provide quality affordable to our residents.

Homeownership Opportunities: The Housing Authority has created 15 homeownership units since 2008. The first seven, known as Newport Height Homeownership, were part of the HOPE VI program and all have been sold. Another eight were created through the Section 32 Lease-to-Purchase Homeownership Program, known as Weidemann Court and Hillside Homes. To date, 4 of the 8 families in the Lease-to-Purchase Homeownership Program have successfully transitioned to homeownership and a 5<sup>th</sup> family is expected to close by the end of 2021.

Expanding Housing Opportunities: HACN continues to explore neighborhood revitalization efforts, supportive housing, participation in HUD's Continuum of Care program; market rate housing, mixed-use housing, and green housing/green building initiatives as part of our ongoing development goals.

#### Operations and HCV

The Housing Authority continues to advance its technology application via the use of the HACN website. HACN customers are able to gather information about our housing programs, obtain housing applications, check waiting list status, respond to Request for Proposals, and more by visiting our website at [www.newporthousing.org](http://www.newporthousing.org). We continue working with our IT and software vendors to bring advanced technology to our customers to make our programs as accessible and responsive as possible (for example, we are looking into mobile work order systems, centralized inventory, mobile alert communication systems, implemented centralized waiting lists, are exploring automated/technology-based admissions processing, and more). We continue to streamline certifications and utilize HUD COVID pandemic waivers to improve efficiencies.

HACN earned the highly acclaimed "HUD High Performer" designation status in both our Public Housing and HCV Section 8 Programs. In addition, HACN earned commendable REAC scores for the properties inspected in 2015, 2016, 2017, 2018 and 2019.

The Authority continues to work with the Newport Residents Council, the Hi Lo Neighborhood Association, and our resident community on issues related to policies, parking, crime prevention, resident services, and other matters of importance. HACN is proud of the relationship it has built with the NRC, Hi Lo and the residents over the years. The NRC President also holds a position on the Park Holm Development Committee; we have sponsored the Park Holm Senior Club in securing and administering grants from our local Health Equity Zone, the RI Legislative Commission, and the Office of Healthy Aging. We also continue to partner with the Hi Lo Neighborhood Association to enhance the quality of life for residents, including the Donovan Manor Wellness Partnership (that has received national recognition by the National Association of Housing and Redevelopment Officials) and a broadband project partially funded through RI Housing and HUD CARES Act funding for Phase I. Our relationships with resident leadership, residents and community members have enabled HACN and the residents to further benefit from a mutual commitment to providing quality housing and economic self-sufficiency opportunities for residents and our community.

The Authority continues to work with the Newport Residents Council to review its policies and its impact on residents and quality of life issues. We continue to work with staff to review policies and its impact on operational efficiency and effectiveness and the impact on residents and quality of life issues.

#### Energy Efficiency

HACN closed on its Energy Performance Contract (EPC) with Honeywell in 2013 and has been meeting our savings goals resulting from the property upgrades and energy conservation measures that have been undertaken. We received HUD approval in the summer of 2021 for a solar net metering project also. We continue to explore green initiatives, including stormwater protection measures, rain water solutions, and more.

While we adopted water charges as part of the Pool Policy in 2020, given the challenges of the pandemic the Authority has not implemented those charges yet.

#### Community and Supportive Service (CSS) Programs

In 2021, the Housing Authority received three awards from the National Association of Housing & Redevelopment Officials, NERC Chapter. Two were Awards of Merit for the Neighbor Next Door Program and the Community Gardens and one Award of Excellence for the Big Blue Bike Barn. These programs all involved collaborations with our amazing residents and community partners to make a difference in the lives of the families we serve and the communities where we live.

HACN operates a Rhode to Success (RTS) Program modeled after the HOPE VI Community and Supportive Services (CSS) Program and HUD's Family-Self Sufficiency (FSS) Program. The RTS program assists the residents gain greater financial independence and improves the overall quality of life for the residents. A reward/incentive program whereby \$25,000 in mini-grant funds were established using energy incentive reward dollars from the Park Holm Revitalization Program. RTS program participants are able to use the funds for college scholarships, job training assistance and other supportive services to residents. A collaboration of service providers provides identified service needs to residents. HACN participates in the Newport Working Cities Challenge with a focus on workforce development as a strategy to reduce the high poverty levels in Newport and particularly the north end of the city. We are also supporting RI Reads: The Campaign for 3<sup>rd</sup> Grade Reading to address the importance of reading proficiency. HACN continues to partner with local agencies to bring Summer Youth Employment Program opportunities to our residents. The Saturday Club for youth in 4<sup>th</sup> – 8<sup>th</sup> grader paused due to the pandemic, but plans to restart in 2022. Wellness activities as part of Aging in Place services continued at Donovan Manor through a Resident Service Liaison, we have through the Maturity Works Program and through partnerships with the Edward King House and the HiLo Neighborhood Association. The COVID-19 pandemic temporarily closed our community space at the Park Holm Senior Center and Donovan Manor Wellness Center and Community room due to the high-risk population served by those programs as defined by the Center for Disease Control and other health officials. The spaces reopened in June of 2021. However, to address the ongoing challenges of the pandemic and to offset some of this loss, we continued our partnerships with the East Bay Community Action Program and the Edward King House who offered meal services in 2020 and early 2021 to residents age 60 and older and access to programming, mainly virtual or outdoors, through the Edward King House and mobile food pantries in our housing communities with the Martin Luther King Center for all residents. We've also partnered with Aquidneck Community Table to bring community gardens to our north end properties and fresh produce is distributed to residents Authority-wide. We're implementing additional supportive services programs with a partnership through the Newport Community School (as a provider of supportive services for the Park Holm Phase III Project Based Voucher Program). We work with the Boys & Girls Club, the Health Equity Zone, East Bay Community Action Program, Bike Newport, Aquidneck Community Table, Looking Upwards, Fab Newport and a host of organizations through the Newport Partnership for Families to address CSS for our families. HACN also partners with Newport School Department, the MET School, and Salve Regina University to address and provide resident enrichment opportunities as well fostering valuable community partnerships.

HACN previously received Board and HUD approval to implement a Section 8 Homeownership Program in conjunction with our RTS Program and our Lease-to-Purchase Homeownership Program. An Action Plan was developed; however, funding needs to be secured to hire a staff person to implement the program.

<b>B.4.</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> X</p> <p>(b) If yes, please describe:</p>
<b>Other Document and/or Certification Requirements.</b>	
<b>C.1</b>	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b></p> <p><u>Form 50077-ST-HCV-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>To be provided with submission.</p>
<b>C.2</b>	<p><b>Civil Rights Certification.</b></p> <p><u>Form 50077-ST-HCV-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>To be provided with submission.</p>
<b>C.3</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N  X <input type="checkbox"/></p> <p>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> <p>Anticipated after public comment period.</p>
<b>C.4</b>	<p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD 50077-SL</u>, <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> <p>To be provided with submission.</p>
<p><b>D Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>	
<b>D.1</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>2021-2025 Five Year Action Plan Approved by HUD on 4/19/21. Please see attached the proposed 5-Year CFP Action Plan FY 2022-2026.</p>

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

## A. PHA Information. All PHAs must complete this section.

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. Annual Plan.

### B.1 Revision of 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. 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 and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(1\)](#)) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#)) and 24 CFR §903.12(b).

**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. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

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

PHAs must submit a De-concentration 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.”

**X 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: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**X 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: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**X Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, 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; 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. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Conversion of Public Housing.** 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))

**X 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.

**X 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 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 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 SM-HP.

**C.2 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, 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 AFFH Certification if: it can document that it examines its programs and proposed programs to identify any 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.3 Resident Advisory Board (RAB) comments.** If the RAB provided comments to 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.4 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)

**D. Statement of Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**D.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template:

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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 16.64 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.

