



# Housing Authority of the City of Columbia, Missouri

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## Resident Advisory Board

### Open Meeting Notice

### CHA Resident Advisory Board Meeting Agenda

**Date: Thursday, August 19, 2021**

**Time: 5:00 p.m.**

**Place: Paquin Tower Community Room, 1201 Paquin Street**

- I. Call to Order and Introductions: Randy Cole, CEO
- II. Approval of Meeting Agenda
- III. Introduction of New CHA Director of Safety
- IV. Review of the draft FY 2022 Annual and Five-Year Plan
- V. Discussion of Future Meeting Topics
- VI. Schedule of Next Meeting – TBD
- VII. Adjournment

**\* RAB Members needing transportation assistance should call Charline Johns at (573) 443-2556 ext. 1122 before 12:00 Noon on Wednesday August 18, 2021.**

***A light meal will be available for RAB members at 4:45 p.m.***

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. Charline Johns, Executive Assistant at (573) 443-2556, extension 1122, or (800) 735-2966 (TTY) at least one working day prior to the meeting.

**Media Contact:** Randy Cole, CEO

Phone: (573) 443-2556

E-mail: [ColumbiaHA.info@gmail.com](mailto:ColumbiaHA.info@gmail.com)

A complete agenda packet is available for review at all CHA offices during regular business hours and posted on the CHA web site at: [www.ColumbiaHA.com](http://www.ColumbiaHA.com).

“It is the mission of the CHA Resident Advisory Board to facilitate positive communication and understanding among residents and administrators of CHA in order to create opportunities to continually improve affordable housing and the environment of the community.”

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

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

**Definitions.**

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

A.	PHA Information.																										
A.1	<p> <b>PHA Name:</b> Housing Authority of the City of Columbia, Missouri__ <b>PHA Code:</b> MO-007 _____  <b>PHA Type:</b> <input checked="" type="checkbox"/> High Performer  <b>PHA Plan for Fiscal Year Beginning:</b> (01/2022): _____  <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> <u>120</u> _____ <b>Number of Housing Choice Vouchers (HCVs)</b> <u>1,949 (Includes HCV, VASH, RAD PBV, Mainstream, EHV and CoC)</u>  <b>Total Combined</b> <u>2,069</u>  <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> <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: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">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 Revision of Existing PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

- Y N
- Statement of Housing Needs and Strategy for Addressing Housing Needs.
  - Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
  - Financial Resources.
  - Rent Determination.
  - Homeownership Programs.
  - Safety and Crime Prevention.
  - Pet Policy.
  - Substantial Deviation.
  - Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each element below:

(c) The PHA must submit its Deconcentration Policy for Field Office Review.

**Statement of Housing Needs and Strategy for Addressing Housing Needs.**

Housing needs have remained high during the past year with 790 households on the Public Housing & PBV waitlist and 390 HCV Housing Choice Voucher Program waiting list. Of these households, 69% of Public Housing and PBV and 99% of HCV applicants have extremely low incomes at or below 30% AMI. The HCV waiting list was open for one week in April 2021 and 490 households applied for housing. This represents a 47% decrease in applicants as compared to 2018. CHA plans to open the HCV waiting list in fall of 2021 and is considering keeping the waitlist open on an on-going basis. With the COVID-19 pandemic continuing and the eviction moratorium ending, CHA expects significantly higher number of applicants in late 2021 and early 2022 than in 2019 and early 2021. Historical numbers of applicants for the Housing Choice Voucher Program are below:

Number of Housing Choice Voucher Program Applicants						
Year	2008	2010	2012	2015	2018	2021
# Applicants	1,000	1,200	1,500	1,115	931	490

The demand for efficiency and one-bedroom housing units remains high with 75% of Public Housing and PBV applicants and 43% of HCV applicants being eligible to receive assistance for this size of housing unit. Most of these 802 Public Housing/PBV and HCV applicants are single person households. The 2020-2024 Consolidated Plan documents a continued high need for affordable housing for low and extremely low-income families, elderly housing, and housing for persons with disabilities. The number of disabled households on the Public Housing and PBV waiting list (199) remains high, representing 25.24% of all applicants. Black/African American households continue to make up a disproportionate number of housing applicants. (Public Housing and PBV: 46.07% and HCV Housing Choice Voucher Program: 72.05%)

**The public engagement process of the 2020-2024 Consolidated Plan consistently identified the need for affordable housing as a high priority.**

***The Affordable Housing Focus Group identified the following needs & benefits of Affordable Housing:***

- a. Stable housing = stable people. Safety, self-reliance, health & employment all identified as benefits of affordable housing. Revitalizing communities & increased accountability also cited as benefits.
- b. Stability in education, sense of safety & belonging. Improved health outcomes, improved grades. Access to healthy foods, & activities. Community & shared childcare opportunity.
- c. Stability increases from renting, increased net worth, equity, appreciated assets. Greater neighborhood cohesiveness. Provides pathway to self-sufficiency.

**Other needs and benefits identified are:**

- 1.) Stable housing is good for children (less changing of schools & increased family stability).
- 2.) Families are more safe, able to focus on goals, & have access to services.
- 3.) persons with disabilities need affordable & accessible housing; &
- 4.) Need to preserve affordable housing in the central city.

***The Neighborhood Congress identified the following needs & priorities:***

- 1.) Affordable housing is a major issue in COMO, people priced out of the market.
- 2.) Over 16,000 cost burdened renters.
- 3.) Greatest number served is the renovation of public housing.
- 4.) Need for energy efficiency identified.

- 5.) Affordable housing is a huge problem with 252 homeless & 13,800 cost burdened.
- 6.) Low-cost rentals nearly impossible to find.
- 7.) Need to increase affordable housing stock & rehab more central city homes.
- 8.) Need affordable housing near employment centers; &
- 9.) Highest need - poor, single mothers & persons with disabilities.

**The Infrastructure groups identified the following needs & priorities:**

- 1.) Have a program in place so funds can be paired up with other sources for example-fixing city sewers & also fixing INI issue;
- 2.) Focus monies in low-income neighborhoods, elderly citizens, fixed income, focus on people who cannot help themselves, preserving homes, and neighborhoods-strengthen neighborhoods and community.
- 3.) Shortage of affordable housing.
- 4.) Sanitary sewer-focus on areas of need; &
- 5.) Environmental concerns- sanitary sewer and aging infrastructure.

Columbia Housing Authority periodically closes the public housing waiting list and stops filling units in CHA properties slated for renovation under the Rental Assistance Demonstration (RAD) program. The CHA stops filling vacancies at these sites to have sufficient vacant units to relocate families on-site while renovations to their homes are completed. Once properties are renovated, many families are removed from the waiting list to fill the newly renovated units. As a result, the number of families on the CHA Public Housing waiting often does not reflect the number of families typically on our Public Housing & PBV waiting lists.

Significant increases in utility costs make it more difficult for low income households to secure and maintain their housing. Poor energy efficiency of low-income housing puts families at financial risk often leading to unpaid utility bills and loss of housing. In turn, low-income families with large debts owed to utility companies are unable to get utilities turned on in their names without paying off their debt to the utility companies. This often forces families to move significant distances outside of their current utility provider's service area.

The City of Columbia's 2020-2024 Consolidated Plan for the Community Development Block Grant and HOME Investment Partnerships Program provides significant documentation of the housing needs in Columbia and the surrounding Boone County MSA. **[Exhibit A]**

**Strategy for Addressing Housing Needs**

The Columbia Housing Authority strategy for addressing housing needs remains relatively unchanged from previous plans. CHA intends to continue to apply for funding to renovate its remaining 120 units of public housing and to expand its portfolio of affordable housing units.

- The CHA is continuing with its strategy to renovate and/or reconstruction of all of the CHA's 717 units of Public Housing stock through the HUD Rental Assistance Demonstration (RAD) program and developing new affordable housing including the Patriot Place Apartments, completed in April 2016.

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

- In FYE2017 the CHA added a preference for U.S. Military Veterans for our waiting lists to receive housing assistance.
- In FYE2017 the CHA added a preference for families living in CHA public housing being converted under the RAD program to allow them to be relocated to other public housing units while their unit was being renovated.
- In FYE2017 the CHA added a preference to the Project-Based Voucher waiting list for families living in CHA public housing that will allow the CHA to relocate families in public housing to newly renovated Project-Based Voucher units.
- Each of these changes were approved by the Resident Advisory Board and the CHA Board of Commissioners.
- In FY 2022, CHA intends to remove 2 of its waitlist preferences at it pertains to households that are working, and Veterans. CHA is removing these preferences to help encourage Veterans to apply to its VASH program vouchers and to provide housing stability as a initial goal in order to assist families seeking employment. These changes will also assist CHA staff in moving through the waitlist more efficiently and ensure full utilization of vouchers.

**Financial Resources**

- The CHA has converted 597 Public Housing units under the HUD Rental Assistance Demonstration (RAD) program during the time period FY 2016 through FY 2017. As a result, the public housing operating subsidies and capital funds for these housing units have been converted to long-term Project-Based Voucher contract funding.
- As a result of the conversion of 597 Public Housing units under the HUD RAD program, the CHA changed its fiscal year for FY 2017 from October 1 – September 30 to a fiscal year from January 1 – December 31. This has improved the financial reporting for the Columbia Housing Authority and aligned its accounting and budgeting cycle with the fiscal years of the public housing units which were renovated with Low-Income Housing Tax Credits. Low-Income Housing Tax Credits require accounting and budgeting cycles based on the calendar year of January 1 – December 31.

**Significant Amendment**

- The CHA's participation in the HUD Rental Assistance Demonstration (RAD) program is considered a significant amendment to the PHA plan. This was included as a significant amendment to the PHA plan last year and is included in this year's plan as well. [Attachment PHA Plan Amendment R - HUD RAD ]

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

- Y N
- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.

- Demolition and/or Disposition.
- Conversion of Public Housing to Tenant Based Assistance.
- Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
- 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**

- The CHA may undertake demolition activities with regards to its 120 remaining public housing units and replace with new units under the RAD program.

**Conversion of Public Housing to Project-Based Assistance under RAD.**

- The CHA has converted 597 Public Housing units under the RAD program by the end of FY 2017. The CHA will apply for Low-Income Housing Tax Credit (LIHTC) funding in FY 2021 to renovate or replace these units with new construction using the RAD program. If LIHTC funding is awarded, construction would be expected to start in late 2023 and be completed by June 2025.

**Units with Approved Vacancies for Modernization**

- In association with the Public Housing units being renovated through the RAD program, the CHA has and will continue to have units that are approved vacancies for modernization. These units will be occupied as soon as renovations are complete.
- Units held vacant for replacement under the RAD program will also be approved vacancies for modernization.

**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.

1. PHA Goal: Expand the supply of assisted housing

- The CHA applied for and received 25 Project-Based VASH Vouchers and utilized these vouchers as permanent rent assistance for Veterans participating in the HUD-VASH program. These 25 Project-Based VASH Vouchers enabled the CHA to leverage Low-Income Housing Tax Credit funding and other public and private funding sources to construct 25 one-bedroom apartments for homeless Veterans known as the Patriot Place Apartments. The CHA partnered with the Truman VA on this project and the first Veterans were moved into the apartments on April 11, 2016. The Patriot Place Apartments are 100% occupied.
- The CHA applied for and received AHAP funding from the Federal Home Loan Bank of Des Moines to assist with the development of the Patriot Place Apartments and the renovation of the Stuart Parker Apartments with Paquin Tower, the Bear Creek Apartments, and Oak Towers.
- In FY 2016, CHA applied for and received HOME funding from the City of Columbia to assist with the renovation of the Stuart Parker Apartments and the Oak Towers Apartments.
- In FY 2017, CHA applied for and received HOME funding from the City of Columbia to assist with the renovation of the Bryant Walkway Apartments II.
- The CHA converted 597 units of Public Housing under the RAD program during FY 2017. Renovation of 360 of these units was completed in FY 2017. The renovation of the Oak Towers Apartments (147 units) was completed in September of 2018.
- The CHA was awarded 9% Low-Income Housing Tax Credit funding in December 2016 to renovate 54 public housing units referred to as the Bryant Walkway Apartments. Renovation of these apartments started in January 2018 and were completed in August 2019.
- The CHA was awarded 4% Low-Income Housing Tax Credit funding and tax-exempt bonds in December 2016 to renovate 36 public housing units referred to as the Bryant Walkway Apartments II. Renovation of these apartments was completed in December 2018.
- In FY 2021, the CHA continued to provide 54 Continuum of Care vouchers through the Balance of State Continuum of Care and received continued funding to provide housing with supportive services for homeless persons with disabilities.
- The CHA is planning to convert its remaining 120 Public Housing units under the RAD program in the next four years. Depending on the Missouri Housing Development Commission’s allocation of Low-Income Housing Tax Credits in FY 2022, the CHA will apply to renovate or replace its remaining 120 units of public housing and/or expand affordable housing units at Kinney Point.
- For FY 2021, the CHA has been working to expand the number of families participating in our Public Housing, Project-Based Voucher, and Housing Choice Voucher Program Family Self-Sufficiency programs.
- In FY 2021, the CHA accepted 51 Emergency Housing Vouchers to expand assisted housing for households impacted by homelessness.

2. PHA Goal: Improve the quality of assisted housing

- The CHA provides monthly management reports for all departments to the CHA Board of Commissioners monthly for the purpose of informing the Board and tracking the performance of management operations.
- The CHA employs 3 FTE Resident Service Coordinators to provide resource and referral to our public housing and PBV assisted households.
- The Truman VA provides a full-time social worker stationed at the Patriot Place Apartments to provide supportive services to the Veterans living there.
- As noted previously, the CHA has converted 597 units of Public Housing under the RAD program by the end of FY 2017. In addition, the CHA is planning to convert its remaining 120 Public Housing units under the RAD program over the next four years.

- In FY 2021, CHA completed wiring and internet upgrades at Paquin and Oak Towers to provide improved access to television, cable, and internet to each housing unit.
- In FY 2021, CHA replaced two flat roofs on units at the Bear Creek development.
- In FY 2021, CHA provided two additional dumpster locations at its Stuart Parker development to improve refuse collection service for tenants.

3. PHA Goal: Increase assisted housing choices

- The CHA increased its payment standards for the Housing Choice Voucher Program to match 100% of the HUD established Fair Market Rent for the Boone County, Missouri MSA.
- The CHA has added additional VASH vouchers in partnership with the Truman VA. The CHA currently administers 125 VASH Tenant-Based Vouchers and 25 VASH Project-Based Vouchers.
- In 2018 the CHA applied for and received fourteen Mainstream vouchers which provide housing assistance to persons that are disabled between the ages of 18 and 62.
- In 2019 the CHA applied for HOME funding for Tenant-Based Rental Assistance from the City of Columbia and was recommended to receive \$83,000 in funding in FY 2020.
- In 2020 the CHA applied for \$110,000 in HOME funding for Tenant-Based Rental Assistance from the City of Columbia for FY 2021 and was recommended to receive \$83,000 in funding in FY 2020.
- In response to the COVID-19 pandemic, the City of Columbia has awarded \$300,000 in HOME Funding for Tenant-Based Rental Assistance that will help to address housing needs and prevent evictions for low-income families over the next two years.
- In FY 2021, the CHA accepted 51 Emergency Housing Vouchers to expand assisted housing for households impacted by homelessness.

4. PHA Goal: Provide an improved living environment

- The CHA continues to employ three (3) full-time Safety Officers and one (1) part-time Safety Officer.
- Extensive use of our trespassing policy to issue trespass warnings to the following populations:
  - Persons engaged in illegal activities on our properties.
  - Homeless persons without a permanent address to prevent them from establishing residency status.
  - Residents engaged in serious lease violations related to the violation of our Crime-Free Housing Addendum.
- The CHA has improved neighborhood and building safety through the installation of security cameras on our family sites and at our high-rise apartment buildings.
- Additional security cameras were installed on every floor of Paquin Tower during FY 2019.
- Monthly Safety Department reports have been provided to document the actions of our Safety Officers and the incidents occurring on CHA properties.
- Criminal activity has significantly decreased on all CHA properties. Safety of CHA property has been supported through a combination of expanded Family Self-Sufficiency, Independent Living, and Family Support services provided to our Public Housing and Project-Based Voucher residents and Housing Choice Voucher Program participants along with CHA's Lease Addendum for Crime-Free Housing and the services provided by our Safety Department.
- Oak Towers continues to be designated for the elderly, age 55 and older. Paquin Tower is designated for persons with disabilities and the elderly age 55 and older.
- The CHA has multiple partnerships with community agencies that provide a variety of services and support to CHA residents.

5. PHA Goal: Promote self-sufficiency and asset development of assisted households

- The CHA has expanded the Moving Ahead Program to provide a full-day program for 5 weeks during the summer in addition to the after-school program provided during the regular school year. The CHA has also expanded the number of children served to 100 children. Moving Ahead is a state-licensed program.
- In response to the COVID-19 pandemic, the Moving Ahead Program provided a full-day program to 50 children during the summer of 2021.
- The CHA currently receives funding from the Boone County Children's Services fund support the Moving Ahead Program to families with children.
- The CHA also receives funding from the Boone County Children's Services fund to provide the Healthy Homes Connection program to families with children participating in our Housing Choice Voucher Program. This program addresses the mental health needs of children and promotes emotionally healthy families.
- The CHA employs two Family Self-Sufficiency Coordinators serving CHA assisted households. There are currently 115 families participating in the Family Self-Sufficiency program.

6. Coordinate activities of CHA Low-Income Services, Inc. (CHALIS)

- The CHALIS staff have conducted and expanded activities with the three main goals:
  - Helping youth succeed in school and in life: Moving Ahead After-School Program, Moving Ahead Summer Program, MAP for Mental Health, and Healthy Homes Connection.
  - Supporting families working toward self-sufficiency: Family Self-Sufficiency Program, Resident Services Coordination, Healthy Homes Connection, computer labs, Opportunity Gardens Program, and the Annie Fisher Food Pantry.
  - Assisting seniors and persons with disabilities to live independently: Independent Living Services and Support, transportation assistance for shopping and medical appointments, Annie Fisher Food Pantry & Share Shelves, Opportunity Gardens, Parks and Recreation Adaptive Recreation programs, fitness centers, computer centers, Nutrition and Meal programs, and Health Clinics.

B.4.	<p><b>Capital Improvements.</b> 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>See Capital Fund 5 Year Action Plan in EPIC approved by HUD in FY 2021.</p>
B.5	<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 checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p><b><u>Section 8 Housing Choice Voucher Program</u></b>  <b>Finding 2019-001 Significant Deficiency: Eligibility and Special Tests and Provisions – Compliance and Control Finding</b>  <b>Condition:</b> Income was not correctly calculate based on the support provided in the file and annual recertification was not performed timely.  <b>Cause:</b> The Authority has internal controls in place related to tenant file review whereby files are second reviewed on a sample basis due to the number of participants in the program. The participant files related to the two instances described below were not randomly selected for tenant file review.  <b>Effect:</b> While Tenant were found to be eligible for participation in both instances, a situation could arise where a tenant is ineligible if all supporting documentation is not accurate or retained.  <b>Recommendation:</b> The Authority should modify its internal control processes and increase the amount of second review performed to ensure participant files are complete, compliant and that assistance calculations are accurate.  <b>Views of Responsible Officials:</b>  The Section 8 Housing Choice Voucher (HCV)Program Manager will track each month the status of annual recertifications. The HCV Manager will keep a tracking chart of recerts that are 30 days from completion. The HCV Manager will meet with program staff to discuss the status of the recert; both the Manager and Specialist will sign the tracking chart to show the status of the recert has been discussed and completion of the recert will need to be completed timely. The HCV Manager will follow up on the completion of the recertification and note completion on the chart. Section 8 Housing Choice Vouchers Program staff complete, retain and submit a File Review Checklist for Initial, Annual and Interim file data processing for review. The file review checklist will be modified to include an additional page for additional final review and income calculation. The modified page will require signature by the processing specialist. The form will be scanned into the tenant's file along with the completed checklist. A copy of the modified form will be given to the Housing Choice Voucher Manager for additional review and signature. The Housing Manager will randomly pull from the list of modified forms and conduct an additional file review. The Chief Operations Officer for HCV vouchers and the Affordable Housing Director for the PBV vouchers shall monitor the file review checklists. A second random review of the program tenant files will be completed by Chief Operations Officer an internal control processes to ensure program compliance and accuracy of program assistance calculations. Documentation of these reviews will be maintained with the program tenants file.</p> <p><b><u>Section 8 Housing Choice Voucher Program</u></b>  <b>Finding 2019-002 Control Deficiency: Allowable Costs, Reporting and Special Tests and Provisions – Control Finding</b>  <b>Condition:</b> Prior to July 2019, the Authority did not perform a review of information submitted monthly using the VMS system to ensure information is accurate and timely.  <b>Cause:</b> The Authority did not have an internal control process in place related to monthly VMS reporting prior to July 2019.  <b>Effect:</b> The possibility exists that noncompliance with federal requirements could go undetected without proper controls over compliance related to direct and material compliance requirements.  <b>Recommendation:</b> The Authority should implement an internal control related to monthly reporting. Second review should be timely and documented to ensure compliance with the requirements of federal grants.  <b>Views of Responsible Officials:</b> Starting in August 2019, for monthly submission, the Director of Finance will prepare the submissions and the Chief Executive Officer or Chief Operations Officer will review the reports submitted or completeness and timely submission.</p> <p><b><u>Section 8 Housing Choice Voucher Program</u></b>  <b>Finding 2018-001 Significant Deficiency: Special Test and Provisions – Compliance and Control Finding</b>  <b>Condition/Cause:</b> The Authority did not sign a new depository agreement with its successor bank when it entered into a new banking agreement during 2018. The Authority did not have proper internal controls in place to ensure compliance with the requirement.  <b>Status:</b> Corrective action taken.</p> <p><b><u>Section 8 Housing Choice Voucher Program</u></b>  <b>Finding 2018-002 Significant Deficiency: Reporting – Control Finding</b>  <b>Condition/Cause:</b> The Authority did not perform a review of information submitted monthly using the VMS system to ensure information is accurate and timely. The Authority did not have an internal control process in place as it related to monthly reporting.  <b>Status:</b> This finding was remediated in August 2019, thus this finding has been repeated as a finding 2019-002.</p> <p><b><u>Section 8 Housing Choice Voucher Program</u></b>  <b>Finding 2018-003 Significant Deficiency: Eligibility and Special Tests and Provisions – Compliance Finding</b>  <b>Condition/Cause:</b> Certain tenant files did not include documentation required to support the Authority's compliance with the annual eligibility recertification process. The Authority has internal controls in place related to tenant file review whereby files are second reviewed on a sample basis due to the number of participants in the program. The participant files related to the two instance described below were not randomly selected for second review.</p>

	<b>Status:</b> Corrective Action Taken
<b>C.</b>	<b>Other Document and/or Certification Requirements.</b>
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N  <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <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>
<b>C.3</b>	<p><b>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p><a href="#">Form 50077-ST-HCV-HP</a>, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.4</b>	<p><b>Challenged Elements.</b> 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?  Y N  <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
<b>D.</b>	<b>Affirmatively Furthering Fair Housing (AFFH).</b>
<b>D.1</b>	<p><b>Affirmatively Furthering Fair Housing.</b></p> <p>Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p>



**Fair Housing Goal: Ensure equal opportunity and affirmatively furthering fair housing.**

**Describe fair housing strategies and actions to achieve the goal**

- CHA staff have participated in fair housing training in the past year.
- CHA will collaborate with the City of Columbia update their plan for affirmatively furthering fair housing.
- CHA has partnered with the City of Columbia to provide fair housing training to those living in CHA properties.
- In 2019, the CHA has invested in an online training program called GROW that provides a learning module specifically focused on Fair Housing. All CHA Housing Managers, Section 8 Housing Choice Voucher Program Specialists, and related personnel are required to complete this coursework.

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

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

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

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

## B. Plan Elements.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6/mfph#4](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](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). ([24 CFR §903.7\(h\)](#))

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

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

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

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

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

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

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

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

## C. Other Document and/or Certification Requirements

**C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

**C.2 Certification by State 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.

#### **D. Affirmatively Furthering Fair Housing.**

##### **D.1 Affirmatively Furthering Fair Housing.**

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

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

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

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

<b>5-Year PHA Plan (for All PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 03/31/2024</b>
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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.** The **Form HUD-50075-5Y** is to be completed once every 5 PHA fiscal years by all PHAs.

<b>A.</b>	<b>PHA Information.</b>
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<b>A.1</b>	<p><b>PHA Name:</b> Housing Authority of the City of Columbia, Missouri _____ <b>PHA Code:</b> MO007 _____</p> <p><b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 01/01/2022 ____</p> <p><b>The Five-Year Period of the Plan (i.e. 2019-2023):</b> 2022-2026 ____</p> <p><b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan 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 on 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 websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p>
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PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)

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:					

<b>B.</b>	<b>Plan Elements.</b> Required for <u>all</u> PHAs completing this form.
<b>B.1</b>	<p><b>Mission.</b> State the PHA’s mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA’s jurisdiction for the next five years.</p> <p><u>CHA Mission:</u> Provide quality affordable housing opportunities with supportive and economic resources to eligible households in Columbia, Boone County.</p> <p><u>CHA Vision:</u> To be our community’s leading affordable housing provider with a diverse and expanding portfolio of safe, energy efficient and affordable housing options connected to supportive resources and partnerships that foster stability and upward mobility.</p> <p><u>CHA Values:</u></p> <p><b>Integrity:</b> We act honestly and ethically in all aspects of our organization and will continue to strengthen our policies and standards to best serve our mission.</p> <p><b>Accountability:</b> We are responsible, committed, and answerable to each other, those we serve and those who have entrusted us with resources to carry out our mission.</p> <p><b>Respect:</b> We have respect for CHA residents, CHA staff and community partners by giving dignity and value to all.</p> <p><b>Diversity, Equity, and Inclusion:</b> We are committed to diversity, equity and inclusion in our staff, board, and services to residents. We recognize and value everyone’s life experience, perspective, and culture.</p> <p><b>Safety:</b> We create partnerships with CHA residents, CHA staff and other stakeholders to ensure the protection and value of all.</p>

**B.2**

**Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.

**PHA Goal: Renovate CHA's remaining public housing and expand CHA's affordable housing portfolio through additional development.**

- Apply for low-income housing tax credits to renovate or replace its remaining 120 public housing units and develop additional units of affordable housing.
- Apply to the Affordable Housing Assistance Program through the Federal Home Loan Bank of Des Moines to renovate or replace its remaining 120 public housing units and develop additional units of affordable housing.
- Apply for CDBG and HOME funding from the City of Columbia to renovate remaining units and develop additional units of affordable housing.
- Request American Recovery Plan Act funding distributed through the U.S. Treasury from the City of Columbia and Boone County.
- Utilize the HUD's Rental Assistance Demonstration (RAD) program to renovate and replace its remaining 120 units of public housing.

**PHA Goal: Expand the portfolio of CHA affordable housing units and partnerships.**

- Add permanently affordable housing into CHA's portfolio through its Community Housing Trust Program and explore a potential partnership with the Columbia Community Land Trust.
- Apply for tenant-based rental assistance vouchers from the City of Columbia and any available HUD programs including VASH vouchers, mainstream vouchers, Continuum of Care vouchers, Emergency Housing Vouchers (EHV) or HCV vouchers should they become available.
- Strengthen partnerships with homeless service providers to assist homeless individuals identify affordable housing units or special voucher programs.

**PHA Goal: Identify policies and procedures to ensure maximum utilization of CHA voucher programs and properties.**

- Monitor and adjust the HCV payment standard to maximize HCV participant choices in assisted housing.
- Identify improvements and efficiencies in managing CHA waitlists and preferences.
- Conduct regular staff training and review of the CHA Administration Plan and Admissions and Continued Occupancy Policy (ACOP).
- Expand Section 8 landlord participant outreach and education through the newly created Housing Ambassador position.
- Identify potential incentives and policies to attract and retain Section 8 landlords.
- Continually review staffing allocations to CHA properties to ensure effective management and maximum financial performance.

**PHA Goal: Ensure CHA Safety Officers foster a safe and supportive environment for CHA housing units.**

- Continue to employ Safety Officers to respond to resident safety concerns and to document criminal activity on CHA properties.
- Work proactively to foster positive relationships between CHA Safety Officers and CHA residents by:
  - Attending and participating in Resident Advisory Board (RAB) meetings.
  - Making daily connections with CHA residents in addition to responding to calls for service.
  - Collecting regular feedback from CHA residents on CHA Safety needs through formalized events or strategies.
- Work closely with the Columbia Police Department to respond to criminal activity on CHA properties.
- Work closely with the Columbia Fire Department and EMS personnel to respond to medical emergencies on CHA properties.
- Issue trespass warnings to the following populations:
  - Persons engaged in illegal activities on our properties.
  - Homeless persons without a permanent address to prevent them from establishing residency status.
  - Residents engaged in serious lease violations related to the violation of our Crime-Free Housing Addendum.
- Monitor security cameras on CHA properties to identify persons engaged in criminal activity and/or lease violations.
- Add security cameras on CHA properties as the situation calls for and as funds are available.
- Issue monthly reports to the Board of Commissioners regarding the department's activities on CHA properties during the past month.

**PHA Goal: Promote and expand programs providing supportive and economic resources.**

- Provide Family Self-Sufficiency Coordinators, Resident Services Coordinators to assist residents living in CHA assisted housing.
  - Employ two Family Self-Sufficiency Coordinators with a target of 75 assisted households per Coordinator.
- Continue and expand the Moving Ahead After-School & Summer Program, Healthy Homes Connection and Independent Living Program.
- Continue and expand financial literacy and credit counseling programs, Opportunity Gardens Program, property-based share shelves, and the Annie Fisher Food Pantry.
- Identify partnerships to connect CHA residents to vocational training, employment, educational and entrepreneurial programs.
- Identify partnerships to increase access and expanded hours of childcare for CHA residents.
- Continue and expand Independent Living Services and Support, transportation assistance for shopping and medical appointments, Annie Fisher Food Pantry & Share Shelves, Opportunity Gardens, Parks and Recreation Adaptive Recreation programs, fitness centers, computer centers, Buddy System, Nutrition and Meal programs, and Health Clinics.
- Increase online presence through social media.
  - Create online communities for property residents and/or program participants
  - Promote programs and resources to residents

**PHA Goal: Promote organizational policies to increase efficiency and capacity of CHA operations.**

- Adopt and implement a new employee performance evaluation policy tied to annual COLA increases.
- Conduct an annual employee engagement survey to identify organizational needs.
- Identify annual employee training priorities and connect employees to available training.

**B.3**

**Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

1. PHA Goal: Expand the supply of assisted housing

- The CHA applied for and received 25 Project-Based VASH Vouchers and utilized these vouchers as permanent rent assistance for Veterans participating in the HUD-VASH program. These 25 Project-Based VASH Vouchers enabled the CHA to leverage Low-Income Housing Tax Credit funding and other public and private funding sources to construct 25 one-bedroom apartments for homeless Veterans known as the Patriot Place Apartments. The CHA partnered with the Truman VA on this project and the first Veterans were moved into the apartments on April 11, 2016. The Patriot Place Apartments are 100% occupied.
- The CHA applied for and received AHAP funding from the Federal Home Loan Bank of Des Moines to assist with the development of the Patriot Place Apartments and the renovation of the Stuart Parker Apartments with Paquin Tower, the Bear Creek Apartments, and Oak Towers.
- In FY 2016, CHA applied for and received HOME funding from the City of Columbia to assist with the renovation of the Stuart Parker Apartments and the Oak Towers Apartments.
- In FY 2017, CHA applied for and received HOME funding from the City of Columbia to assist with the renovation of the Bryant Walkway Apartments II.
- The CHA converted 597 units of Public Housing under the RAD program during FY 2017. Renovation of 360 of these units was completed in FY 2017. The renovation of the Oak Towers Apartments (147 units) was completed in September of 2018.
- The CHA was awarded 9% Low-Income Housing Tax Credit funding in December 2016 to renovate 54 public housing units referred to as the Bryant Walkway Apartments. Renovation of these apartments started in January 2018 and were completed in August 2019.
- The CHA was awarded 4% Low-Income Housing Tax Credit funding and tax-exempt bonds in December 2016 to renovate 36 public housing units referred to as the Bryant Walkway Apartments II. Renovation of these apartments was completed in December 2018.
- In FY 2021, the CHA continued to provide 54 Continuum of Care vouchers through the Balance of State Continuum of Care and received continued funding to provide housing with supportive services for homeless persons with disabilities.
- The CHA is planning to convert its remaining 120 Public Housing units under the RAD program in the next four years. Depending on the Missouri Housing Development Commission's allocation of Low-Income Housing Tax Credits in FY 2022, the CHA will apply to renovate or replace its remaining 120 units of public housing and/or expand affordable housing units at Kinney Point.
- For FY 2021, the CHA has been working to expand the number of families participating in our Public Housing, Project-Based Voucher, and Housing Choice Voucher Program Family Self-Sufficiency programs.
- In FY 2021, the CHA accepted 51 Emergency Housing Vouchers to expand assisted housing for households impacted by homelessness.

2. PHA Goal: Improve the quality of assisted housing

- The CHA provides monthly management reports for all departments to the CHA Board of Commissioners monthly for the purpose of informing the Board and tracking the performance of management operations.
- The CHA employs 3 FTE Resident Service Coordinators to provide resource and referral to our public housing and PBV assisted households.
- The Truman VA provides a full-time social worker stationed at the Patriot Place Apartments to provide supportive services to the Veterans living there.
- As noted previously, the CHA has converted 597 units of Public Housing under the RAD program by the end of FY 2017. In addition, the CHA is planning to convert its remaining 120 Public Housing units under the RAD program over the next four years.
- In FY 2021, CHA completed wiring and internet upgrades at Paquin and Oak Towers to provide improved access to television, cable, and internet to each housing unit.
- In FY 2021, CHA replaced two flat roofs on units at the Bear Creek development.
- In FY 2021, CHA provided two additional dumpster locations at its Stuart Parker development to improve refuse collection service for tenants.

3. PHA Goal: Increase assisted housing choices

- The CHA increased its payment standards for the Housing Choice Voucher Program to match 100% of the HUD established Fair Market Rent for the Boone County, Missouri MSA.
- The CHA has added additional VASH vouchers in partnership with the Truman VA. The CHA currently administers 125 VASH Tenant-Based Vouchers and 25 VASH Project-Based Vouchers.
- In 2018 the CHA applied for and received fourteen Mainstream vouchers which provide housing assistance to persons that are disabled between the ages of 18 and 62.
- In 2019 the CHA applied for HOME funding for Tenant-Based Rental Assistance from the City of Columbia and was recommended to receive \$83,000 in funding in FY 2020.
- In 2020 the CHA applied for \$110,000 in HOME funding for Tenant-Based Rental Assistance from the City of Columbia for FY 2021 and was recommended to receive \$83,000 in funding in FY 2020.
- In response to the COVID-19 pandemic, the City of Columbia has awarded \$300,000 in HOME Funding for Tenant-Based Rental Assistance that will help to address housing needs and prevent evictions for low-income families over the next two years.
- In FY 2021, the CHA accepted 51 Emergency Housing Vouchers to expand assisted housing for households impacted by homelessness.



	<p>4. PHA Goal: Provide an improved living environment</p> <ul style="list-style-type: none"> <li>• The CHA continues to employ three (3) full-time Safety Officers and one (1) part-time Safety Officer.</li> <li>• Extensive use of our trespassing policy to issue trespass warnings to the following populations: <ul style="list-style-type: none"> <li>○ Persons engaged in illegal activities on our properties.</li> <li>○ Homeless persons without a permanent address to prevent them from establishing residency status.</li> <li>○ Residents engaged in serious lease violations related to the violation of our Crime-Free Housing Addendum.</li> </ul> </li> <li>• The CHA has improved neighborhood and building safety through the installation of security cameras on our family sites and at our high-rise apartment buildings.</li> <li>• Additional security cameras were installed on every floor of Paquin Tower during FY 2019.</li> <li>• Monthly Safety Department reports have been provided to document the actions of our Safety Officers and the incidents occurring on CHA properties.</li> <li>• Criminal activity has significantly decreased on all CHA properties. Safety of CHA property has been supported through a combination of expanded Family Self-Sufficiency, Independent Living, and Family Support services provided to our Public Housing and Project-Based Voucher residents and Housing Choice Voucher Program participants along with CHA's Lease Addendum for Crime-Free Housing and the services provided by our Safety Department.</li> <li>• Oak Towers continues to be designated for the elderly, age 55 and older. Paquin Tower is designated for persons with disabilities and the elderly age 55 and older.</li> <li>• The CHA has multiple partnerships with community agencies that provide a variety of services and support to CHA residents.</li> </ul> <p>5. PHA Goal: Promote self-sufficiency and asset development of assisted households</p> <ul style="list-style-type: none"> <li>• The CHA has expanded the Moving Ahead Program to provide a full-day program for 5 weeks during the summer in addition to the after-school program provided during the regular school year. The CHA has also expanded the number of children served to 100 children. Moving Ahead is a state-licensed program.</li> <li>• In response to the COVID-19 pandemic, the Moving Ahead Program provided a full-day program to 50 children during the summer of 2021.</li> <li>• The CHA currently receives funding from the Boone County Children's Services fund support the Moving Ahead Program to families with children.</li> <li>• The CHA also receives funding from the Boone County Children's Services fund to provide the Healthy Homes Connection program to families with children participating in our Housing Choice Voucher Program. This program addresses the mental health needs of children and promotes emotionally healthy families.</li> <li>• The CHA employs two Family Self-Sufficiency Coordinators serving CHA assisted households. There are currently 115 families participating in the Family Self-Sufficiency program.</li> </ul> <p>6. Coordinate activities of CHA Low-Income Services, Inc. (CHALIS)</p> <ul style="list-style-type: none"> <li>• The CHALIS staff have conducted and expanded activities with the three main goals: <ul style="list-style-type: none"> <li>○ Helping youth succeed in school and in life: Moving Ahead After-School Program, Moving Ahead Summer Program, MAP for Mental Health, and Healthy Homes Connection.</li> <li>○ Supporting families working toward self-sufficiency: Family Self-Sufficiency Program, Resident Services Coordination, Healthy Homes Connection, computer labs, Opportunity Gardens Program, and the Annie Fisher Food Pantry.</li> <li>○ Assisting seniors and persons with disabilities to live independently: Independent Living Services and Support, transportation assistance for shopping and medical appointments, Annie Fisher Food Pantry &amp; Share Shelves, Opportunity Gardens, Parks and Recreation Adaptive Recreation programs, fitness centers, computer centers, Nutrition and Meal programs, and Health Clinics.</li> </ul> </li> </ul>
<b>B.4</b>	<p><b>Violence Against Women Act (VAWA) Goals.</b> Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>The CHA will continue to implement and enforce the Violence Against Women Act. Please refer to Attachment mo007a01 – Violence Against Women Act – CHA Annual Plan and Five-Year Plan.</p>
<b>C.</b>	<b>Other Document and/or Certification Requirements.</b>

<p><b>C.1</b></p>	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>Statement of Significant Amendment to the CHA Annual Plan and Five-Year Plan</p> <p>The Columbia Housing Authority (CHA) CHA may amend or modify any policy, rule, regulation, or other aspect of the 5-year and/or Annual Plan. The Quality Housing and Work Responsibility Act of 1998 does not require an annual update of the 5-Year Plan but does require that public housing authorities explain any “substantial deviation” from the 5-Year Plans in their Annual Plans. A substantial deviation includes, but is not limited to:</p> <ol style="list-style-type: none"> <li>1. A change or changes to the 5-year goals or objectives that are substantial but do not rise to the level of a “significant amendment” (such as the modification or elimination of a specific objective or minor program while retaining the overall strategic goal and accomplishing it through other objectives).</li> <li>2. Additions of a Capital Fund project or non-emergency work items that are not included in the current Annual Statement or 5-year Action Plan in an amount less than \$1,000,000; or</li> <li>3. Changes in the use of replacement reserve funds under the Capital Fund program in an amount less than \$1,000,000.</li> </ol> <p>As part of the Rental Assistance Demonstration (RAD), the Columbia Housing Authority is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:</p> <ol style="list-style-type: none"> <li>1. The decision to convert to Project Based Voucher Assistance.</li> <li>2. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;</li> <li>3. Changes to the construction and rehabilitation plan for each approved RAD conversion; and</li> <li>4. Changes to the financing structure for each approved RAD conversion.</li> </ol> <p>A “significant amendment or modification” to its 5-Year plan and/or Annual Plan is a change in policy that significantly and materially alters the CHA’s stated mission, goals, objectives and activities as stated in the Plan unless they are adopted to reflect changes in HUD regulations or requirements. If a change is considered a significant amendment to the 5-Year Plan or to the Annual Plan, it must undergo a public process that includes consultation with the Resident Advisory Board; public notice and public comment period; a public hearing, and approval by the CHA’s Board of Commissioners; and submission to and approval by HUD.</p> <p>Significant amendments are defined as including the following:</p> <ol style="list-style-type: none"> <li>1. A change that materially revises the agency’s mission, goals, or objectives;</li> <li>2. Material changes to rent or admissions policies or organization of the waiting list;</li> <li>3. Additions of a Capital Fund project or non-emergency work items that are not in the current Annual Statement or 5-year Action Plan in an amount equal to or greater than \$1,000,000, excluding projects arising out of federally-declared major disasters; acts of God beyond the control of the Authority, such as earthquakes, fires, and storm damage; civil unrest; or other unforeseen significant event;</li> <li>4. Changes in the use of replacement reserve funds under the Capital Fund program in an amount equal to or greater than \$1,000,000;</li> <li>5. Material changes regarding demolition, disposition, designation, or conversion activities;</li> <li>6. Any other event or activity that the Authority’s Board of Commissioners determines to be a significant amendment to the approved 5-Year Plan or Annual Plan.</li> </ol>
<p><b>C.2</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y    N  <input type="checkbox"/>   <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p><b>C.3</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <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>

<b>C.4</b>	<b>Required Submission for HUD FO Review.</b>  (a) Did the public challenge any elements of the Plan?  Y N <input type="checkbox"/> <input type="checkbox"/>  (b) If yes, include Challenged Elements.
<b>D.</b>	<b>Affirmatively Furthering Fair Housing (AFFH).</b>

D.1

**Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)**

**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: Align CHA goals and strategies with fair housing goals outlined in the City of Columbia's Analysis of Impediments to Fair Housing Choice (AI). (\*The AFH was not required for the most recent City of Columbia Consolidated Plan Submission, therefore referencing the AI\*)**

**Describe fair housing strategies and actions to achieve the goal**

The City of Columbia identified the following impediments to fair housing choice for its 2020-2024 Consolidated Plan:

1. A lack of safe, healthy, and affordable housing for households below 80% of the area median income.
2. A lack of safe, healthy, and affordable housing distributed across all regions of Columbia.
3. A lack of accessible affordable housing for persons with a disability and the elderly.
4. Increasing costs of land, labor, and materials to construct affordable housing.
5. Neighborhood resistance to the siting of new affordable housing.
6. Lack of public transportation capacity to meet growing needs in areas to the north and northeast.
7. Lack of options to meet the growing need of homeless populations, and chronically homeless.

CHA will align its goals and strategies with City of Columbia fair housing goals as follows:

1. CHA will continue to preserve and expand its available affordable housing stock by seeking funds from MHDC, the City of Columbia, Federal Home Loan Bank and other funding sources.
2. CHA will work to preserve affordable housing units within the central city area as market forces impact the availability of affordable housing in the central city area.
3. CHA will continue to enhance its redevelopment efforts by including accessible units and universal design elements.
4. CHA will continue to work with the City, developers, Chamber of Commerce, Columbia Board of Realtors and Columbia Apartment Association to provide education to the community on the benefits of affordable housing.
5. CHA will continue to ensure new affordable housing developments are in close proximity to public transportation and within walkable distances to community amenities.
6. CHA will explore partnerships to link homeless populations to its housing and supportive services.

**Fair Housing Goal: Provide training to CHA staff and community partners.**

**Describe fair housing strategies and actions to achieve the goal**

1. CHA staff will continue to participate in fair housing training each year.
2. CHA will collaborate with the City of Columbia update their plan for affirmatively furthering fair housing.
3. CHA will partner with the City of Columbia to provide fair housing training to those living in CHA properties.

**Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs**

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

- A.1** Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table.

**B. Plan Elements.**

- B.1 Mission.** State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years. ([24 CFR § 903.6\(a\)\(1\)](#))
- B.2 Goals and Objectives.** Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR § 903.6\(b\)\(1\)](#))
- B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. ([24 CFR § 903.6\(b\)\(2\)](#))
- B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR § 903.6\(a\)\(3\)](#)).

**C. Other Document and/or Certification Requirements.**

- C.1 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year 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 2.

**C.2 Resident Advisory Board (RAB) comments.**

- (a) Did the public or RAB have comments?
- (b) If yes, submit 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 § 903.17\(b\)](#), [24 CFR § 903.19](#))

**C.3 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.

**C.4 Required Submission for HUD FO Review.**

Challenged Elements.

- (a) Did the public challenge any elements of the Plan?
- (b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.

**D. Affirmatively Furthering Fair Housing.**

**(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)**

**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.

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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 PHA Plan. The 5-Year PHA Plan provides the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, 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.