**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 annuallyby **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***- APHA 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 PHAthat 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** | **PHA Name**: \_\_Housing Authority of Danville **PHA Code**: KY014  **PHA Type:**  Small  High Performer  **PHA Plan for Fiscal Year Beginning**: (MM/YYYY): 04/01/2018  **PHA Inventory** (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  **Number of Public Housing (PH) Units 394 Number of Housing Choice Vouchers (HCVs) 0**  **Total Combined 394**  **PHA Plan Submission Type:**  Annual Submission Revised Annual Submission  **Availability of Information.** In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.  **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.** | **Annual Plan Elements** | | | | | |
| **B.1** | **Revision of 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) The PHA must submit its Deconcentration Policy for Field Office Review.  (c) If the PHA answered yes for any element, describe the revisions for each element below:  **Chapter 10-Pets 10-II.C. Standards for Pets-Number of Pets**  *Residents may own a maximum of 2 pets, only 1 of which may be a dog.*  *In the case of fish, residents may keep no more than can be maintained in a safe and healthy manner in a tank holding up to 10 gallons. Such a tank or aquarium will be counted as 1 pet.* | | | | | |
|  | **CHANGES TO THE 2017 ACOPP**  **Chapter 3-Eligibility 3-I.L. Absent Family Members-Individuals Confined for Medical Reasons**  *An individual confined to a nursing home or hospital on a permanent basis is not considered a family member.*  **Chapter 3-Eligibility 3-III.B. Required Denial of Admission [24 CFR 960.204]**  *Currently engaged in is defined as any use of illegal drugs during the previous six months.*  **Chapter 4-Applications 4-III.B. Selection Method-Local Preferences [24 CFR 960.206]**  *In order to bring higher income families into public housing, the PHA will establish a preference for “working” families, where the head, spouse, cohead, or sole member is employed at least 20 hours per week.*  **Chapter 5-Occupancy 5-II.B. Number of Offers** *the Housing Authority of Danville has adopted a “two offer plan” for offering units to applicants. Under this plan, the PHA will determine how many locations within its jurisdiction have available units of suitable size and type in the appropriate type of project. The number of unit offers will be based on the distribution of vacancies. If a suitable unit is available in:*  *Two (2) locations: The applicant will be offered a suitable unit in the location with the higher number of vacancies. If the offer is rejected, a final offer will be made at the other location. The offers will be made in sequence and the applicant must refuse the first offer before a second offer is made.*  *If more than one unit of the appropriate type and size is available, the first unit to be offered will be the first unit that is ready for occupancy.*  **Chapter 7-Verification 7-II.B. Social Security Numbers [24 CFR 5.216 and Notice PIH 2012-10].** *Once an individual’s status is classified as “verified” in HUD’s EIV system, the PHA will remove and destroy copies of documentation accepted as evidence of social security numbers.*  **Chapter 7-Verification 7-II.H. Verification of Preference Status.** *The PHA may verify that the family qualifies for the working family preference based on the family’s submission of the working member’s most recent paycheck stub indicating that the working member works at least 20 hours per week. The paycheck stub must have been issued to the working member within the last thirty days.*  **Chapter 7-Verification 7-III.I. ZERO ANNUAL INCOME STATUS.** *When families report zero income, and have no income excluded for rent computation, PHAs have an obligation to pursue verification of income that reflects the family’s lifestyle. One method is to examine the family’s circumstances every 60 to 90 days until they have a stable income. It is recommended that PHAs request zero income families to complete a zero income form. The form asks residents to estimate how much they spend on: telephone, cable TV, food, clothing, transportation, health care, child care, debts, household items, etc. and whether any of these costs are being paid by an individual outside the family. If any such payments are received they are to be considered income.*  Housing Authority of Danville Policy  *The PHA may obtain credit screening reports and/or require the family to complete IRS Form 4506T to request a print-out which summarizes the previous year’s tax returns.*  **Chapter 8-Leasing and Inspections-Exhibit 8-1: Model Smoke-Free Policy.** *In accordance with HUD regulations, the Housing Authority of Danville has adopted these smoke-free policies. The policies are effective as of April 1, 2018.*  *The PHA has not designated any smoking areas on the PHA’s property. Residents may not discard smoking products on the property.*  *Use of ENDS is not permitted in public housing units, common areas, or in outdoor areas within 25 feet from housing and administrative buildings.*  *The smoke-free policy will be effective for all residents, household members, employees, guests, and service persons on April 1, 2018.*  ***First Complaint*** *– The first documented complaint will result in a written warning letter issued to the resident with a copy placed in Tenants file.*  ***Second Complaint*** *– The second documented complaint will result in the Housing Manager sending a letter to the Tenant requesting a meeting within 10-days.*  ***Third Complaint*** *– The third documented complaint will result in a 30-day Proposed Notice to Vacate. The cure for this 30-day Proposed Notice would be to have no other violations including late rent payment for one (1) year from the date of the Notice, and to enroll in a smoking cessation class.*  **Reasonable Accommodation.** While addiction to nicotine or smoking is not a disability, the Housing Authority of Danville will provide reasonable accommodation to persons with disabilities who smoke that are in compliance with the requirements of this smoke-free policy.  **Chapter 9-Rexaminations-9-III.C. CHANGES AFFECTING INCOME OR EXPENSES PHA-initiated Interim Reexaminations**  Housing Authority of Danville Policy  *If the family has reported zero income, the PHA will conduct an interim reexamination every 3 months as long as the family continues to report that they have no income. After the first 3 months of the resident reporting zero income to the PHA, the PHA may obtain a credit screening report and/or require the family to complete IRS Form 4506T, to request a print out which summarizes the previous year’s tax returns.*  **Chapter 10-Pets 10-II.C. Standards for Pets-Number of Pets**  *Residents may own a maximum of 2 pets, only 1 of which may be a dog.*  *In the case of fish, residents may keep no more than can be maintained in a safe and healthy manner in a tank holding up to 10 gallons. Such a tank or aquarium will be counted as 1 pet.*  **Chapter 12-Transfer Policy-12-I.B. Emergency Transfers** *A verified incident of domestic violence, dating violence, sexual assault, or stalking. For instances of domestic violence, dating violence, sexual assault, or stalking, the threat may be established through documentation outlined in section 16-VII.D, or by any proof accepted by the PHA.*  *The PHA will immediately process requests for transfers due to domestic violence, dating violence, sexual assault, or stalking. The PHA will allow a tenant to make an internal emergency transfer under VAWA when a safe unit is immediately available. If an internal transfer to a safe unit is not immediately available, the PHA will assist the resident in seeking an external emergency transfer either within or outside the PHA’s programs.*  *The PHA has adopted an emergency transfer plan, which is included as Exhibit 16-3 to this plan.*  **Chapter 12-Transfer Policy-IV.B. Transfer List** *With the approval of the executive director, the PHA may, on a case-by-case basis, transfer a family without regard to its placement on the transfer list in order to address the immediate need of a family in crisis.**Transfers will take precedence over waiting list admissions.*  **Chapter 14-Grievances-14-I.B. Informal Hearing Process [24 CFR 960.208(a) and PH Occ GB, p. 58]-Conducting an Informal Hearing [PH Occ GB, p. 58]**  *The informal hearing will be conducted by a person other than the one who made or approved the decision under review, or a subordinate of this person.*  **Chapter 16-Program Administration-16-III.A. Overview** *When a family refuses to repay monies owed to the PHA, the PHA will utilize other available collection alternatives including, but not limited to, the following:*  *Notification of other subsidized housing in the area of balance owed*  *EIV –Debt Owed to Public Housing Agencies and Termination*  *Kentucky debt off-set program* | | | | | |
| **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 Assistance 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. | | | | | |
| **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.   | Streamline office procedures through migration of current TenMast software from WinTen to WinTen 2+ by December 2015 | In the process of sending out an RFP for new software provider. TenMast software is not cost effective and unable to streamline office procedures effectively and efficiently. | | | --- | --- | --- | | Lower ordinary operating expenses and increase rental revenues by 1% each year | Operating expenses were not lower as the result of energy conservation improvement to decrease future energy costs. Revenues increase by 5% from 2016 to 2017. | | | All board members will attend training at national housing conferences. 2016-2017 | Four of the Five Board members attended training at a national conference in January 2017. | | | Provide on-site office space to KyADAPT and Greenhouse 17, agencies serving disabled families and victims of domestic violence. December 2015 | In January 2016 KyADAPT and GreenHouse17 opened offices at two locations in Housing Authority of Danville housing sites. These agencies provide information on accessing their services through the monthly resident newsletter. | | | Streamline office procedures through migration of current TenMast software from WinTen to WinTen 2+ by December 2015 | | In the process of sending out an RFP for new software provider. TenMast software is not cost effective and unable to streamline office procedures effectively and efficiently. | | | Promote the rights of the frail elderly to remain in their own homes. | | Elderly continue to stay in their homes through join efforts with the two local Senior Citizens Centers and Senior Companions, a Title 6 program. Services provided include care givers, meal preparation and light housekeeping. | | | Continue to develop accessible units and group homes for adults with mental and physical disabilities. | | Funding constraints through Capital Funds has prevented additional unit conversions. Once necessary renovations are complete, the reconfiguration of units will be put back on the table. | | | Reduce vacancies to 3% or less | | Vacancies have successfully been reduced to for FYEs 2014 (2.7%), 2015 (2.9%), 2016 (2.4%) and 2017 (2.9%) | | | Build an Administrative Office Building that is energy efficient, environmentally friendly, accessible and welcoming to the clients and community. | | Completed in January 2014, the new energy efficient Craftsman style building is occupied. The design allows access of all areas of the facility by all persons, regardless of disability. | | | Provide avenues for family self-sufficiency for working families. | | In progress of forming FSS program for HAD. Action Plan has been written. Applying for FSS grant for FY2018. | | | Renovate units to provide a healthier and more affordable housing | | This work has been performed through routine unit turn-over. No changes to the current policy will be made until the HUD regulation is published | | | Maintain the housing authority's physical assets in a manner that is both efficient and more cost effective. | | Staff training is ongoing in an effort find methods to better facility management. Overall costs for maintenance have not increased significantly. | | | Promote environmental and energy conservation education for adults and children | | A community garden is flourishing at Bate-Wood homes. Promoting the idea of energy conservation to residents is a struggle. | | | | | | | |
| **B.4.** | **Most Recent Fiscal Year Audit**.   1. Were there any findings in the most recent FY Audit?   Y N     1. If yes, please describe: | | | | | |
|  | **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**  Form 50077-ST-HCV-HP, *Certification of Compliance with PHA Plans and Related Regulations,* must be submitted by the PHA as an electronic attachment to the PHA Plan. | | | | | |
| **C.2** | **Civil Rights Certification.**  Form 50077-ST-HCV-HP, *Certification of Compliance with PHA Plans and Related Regulations,* must be submitted by the PHA as an electronic attachment to the PHA Plan. | | | | | |
| **C.3** | **Resident Advisory Board (RAB) Comments.**  (a) Did the RAB(s) provide comments to the PHA Plan?  Y N    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. | | | | | |
| **C.4** | **Certification by State or Local Officials.**  [Form HUD 50077-SL](http://www.hud.gov/offices/adm/hudclips/forms/files/50077sl.doc), *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. | | | | | |  |
| **D** | **Statement of Capital Improvements**. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP). | | | | | |
| **D.1** | **Capital Improvements.** 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. | | | | | |

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.14))

**PHA Consortia**: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128(a)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=cc31cf1c3a2b84ba4ead75d35d258f67&rgn=div5&view=text&node=24:4.0.3.1.10&idno=24#24:4.0.3.1.10.2.5.7))

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5) 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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5)(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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5) 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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5) 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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5) Describe the unit assignment policies for public housing. [24 CFR §903.7(b)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5)

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24)

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5)

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5) 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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5))

**Pet Policy.** Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7(n)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5))

**Substantial Deviation.** PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7(r)(2)(i)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5)

**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](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/notices/pih). ([24 CFR §903.7(r)(2)(ii)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5)

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](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=31b6a8e6f1110b36cc115eb6e4d5e3b4&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.1.5.2). ([24 CFR §903.23(b)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.9))

**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 anyhousing (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](http://www.hud.gov/offices/adm/hudclips/notices/pih/07pihnotices.cfm))

**Mixed Finance Modernization or Development.** 1) A description of anyhousing (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](http://www.hud.gov/offices/adm/hudclips/notices/pih/07pihnotices.cfm))

**Demolition and/or Disposition.** Describe anypublic 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>. ([24 CFR §903.7(h)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5))

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5))

**Project-Based Vouchers.**  Describe any plans to use HCVs for new project-based vouchers. ([24 CFR §983.57(b)(1)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=b44bf19bef93dd31287608d2c687e271&rgn=div5&view=text&node=24:4.0.3.1.24&idno=24#24:4.0.3.1.24.2.41.7)) 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.

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=663ef5e048922c731853f513acbdfa81&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5))

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5))

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5))

**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)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=13734845220744370804c20da2294a03&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.9), [24 CFR §903.19](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=f41eb312b1425d2a95a2478fde61e11f&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.12))

**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](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=929855241bbc0873ac4be47579a4d2bf&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.10))

**D. Statement of Capital Improvements**. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR 903.7 (g)](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=0885bb33f96a064e6519e07d66d87fd6&rgn=div5&view=text&node=24:4.0.3.1.3&idno=24#24:4.0.3.1.3.2.5.5))

**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: “See HUD Form 50075.2 approved by HUD

on XX/XX/XXXX.”

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.