

<b>Streamlined Annual PHA Plan (HCV Only 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, 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-HCV is to be completed annually by HCV-Only PHAs. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

**Definitions.**

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

<b>A.</b>	<b>PHA Information.</b>
<b>A.1</b>	<p>PHA Name: <u>HOUSING AUTHORITY OF THE CITY OF ALAMEDA</u>      PHA Code: <u>CA062</u>  PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2023</u>  PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  Number of Housing Choice Vouchers (HCVs) <u>1942</u>  PHA Plan Submission Type: <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 the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>The Annual PHA Plan and Elements, including the MTW Supplement, for the period starting July 1, 2023, and ending June 30, 2024, are available at: 701Atlantic Avenue, Alameda, CA 94501. The Annual Plan and MTW Supplement are also available at the Housing Authority of the City of Alameda’s website at <a href="http://www.alamedahsg.org">www.alamedahsg.org</a>.</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a joint Plan and complete table below)</p>

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B.	Plan Elements.
B.1	<p><b>Revision of Existing PHA Plan Elements.</b></p> <p>a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p> <p>The attached Moving-to-Work Supplement proposes the above changes.</p>
B. 2	<p><b>New Activities. – Not Applicable</b></p>
B.3	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p> <p><b>GOAL 1: WORK WITH COMMUNITY PARTNERS TO OPTIMIZE AFFORDABLE HOUSING AND SERVICES FOR THE ALAMEDA COMMUNITY.</b></p> <p>The Authority closed development financing for Rosefield Village – 92 units of affordable, work force homes - increasing affordable housing at this site by 77%. Rosefield Village is completely leased-up under the Project-Based Voucher and Low-Income Housing Tax Credit programs. The North Housing Project, a 12-acre former Naval site, was planned, mapped out, and approved by the Planning Board in 2020. This is an important step after 10 years of waiting and working on this project which will allow the Authority to build 586 affordable homes at the site. We submitted for building permits for the first 155 units. The Authority is currently in the process of applying for funding from multiple state and local sources, including low-income housing tax credits. During the last review period, the Housing Authority of the City of Alameda received the Moving-to-Work (MTW) designation as part of the Landlord Incentive Cohort. The Authority will spend the next four years studying the effects of landlord incentives on the Housing Choice Voucher program and on the retention and recruitment of landlords, including the expansion of the Authority’s current incentive program. The Authority has strengthened existing relationships by maintaining and expanding services during COVID-19 by offering a new Landlord Portal and redesigning the Authority’s website to emphasize the importance of landlord participation. In 2022, an extensive landlord survey was conducted. The Authority continues to refer landlords to the city's rental and residential rehabilitation program.</p>

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B.	Plan Elements.
	<p>GOAL 2: USE RESOURCES EFFICIENTLY TO OPERATE IN A SUSTAINABLE MANNER.</p> <p>The Authority continues to utilize, expand, and research automated accounting systems to improve overall performance. This includes expanding ACH payment capabilities at the onset of COVID-19 to all vendors who are willing to utilize this mechanism. An automated system for staff to scan and submit invoices for approvals has been fully implemented and a journal entry approval process has been automated and utilization has become standard for new vendors. This has vastly improved efficiencies in disbursement and documentation retention. Utilization of our on-line Landlord and Vendor Portals has been expanded, as has utilization of Rent Café online reporting of income changes between annual recertifications. New Physical Needs Assessments were conducted on the properties along with inspections for compliance with ADA requirements during the process of updating the Authority’s ADA Transition Plan. Property rehabilitation is moving forward according to the capital improvements plan including repairing the balconies at Independence Plaza and replacing the roof at Anne B. Diament. The Authority received an executed Moving To Work (MTW) Amendment to the Annual Contributions Contract (ACC) dated March 23, 2022 officially designating the Authority as an MTW Agency.</p> <p>GOAL 3: RETAIN AND RECRUIT EXCELLENT STAFF.</p> <p>The Authority continues its 6- to 12-month training plan process for new employees, with extensive cross training for all staff. Online training continues to be expanded, particularly for new hires, including agency policies and procedures, Yardi software training, and mandatory training such as Fair Housing, Sexual Harassment, cyber training, customer service, and specialized software, and annual Brown Act training. In 2021, staff were provided with a two-part, online, live training on diversity, equity and inclusion; and a training that provided an overview of informal hearings. Staff in the Housing Programs Department received training for Housing Quality Standards (HQS) inspections and updated training on the Housing Choice Voucher program including eligibility, rent calculation, and continued occupancy in 2022. A pilot program for a training allowance has been launched for staff to obtain expanded training opportunities, and financial limits on the education assistance and tuition reimbursement programs were also increased to promote participation in this program. Monthly staff meetings continue to be held by video conferencing and include department reports each month to facilitate broader cross-agency communications and updates on work in progress. The Authority continues to adapt and improve workspace and modify safety efforts around COVID-19 best practices. This included an outdoor space renovation for meetings and breaks. In 2021, we leased additional local office space to allow safer in-person attendance and are moving forward with the maintenance bay conversion to create additional office space by 2024. An update of the compensation studies done in 2019 and 2020 was</p>

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B.	Plan Elements.
	<p>completed in 2022 and staff salaries were adjusted accordingly. In 2022, the Board of Commissioners approved a cost-of-living adjustment to all staff. The 2022 job market has made recruitment difficult, but eight new hires were made, four staff received promotions on either a permanent or acting basis, and three staff transferred to new positions during this review period.</p> <p>GOAL 4: ENSURE FINANCIAL PREPAREDNESS FOR FUTURE CHALLENGES.</p> <p>The Authority has continued to streamline reporting for the Housing Choice Voucher programs, asset management and property management portfolio and has started including key metrics in the monthly Board of Commissioners packet which is publicly available. In 2022, the Authority launched Yardi’s Asset IQ, which is a management dashboard in Yardi aimed at allowing staff to monitor the progress of key elements in real-time on both the property management side and the Housing Choice Voucher side. The Authority has applied for continued Family Self-Sufficiency (FSS) funding for 2022 and is contracted with a professional social services provider to offer enhanced online services for FSS participants through the COVID-19 health restrictions. The Authority has revised its organizational chart to include a Housing Specialist III position to help support the MTW goal of expanding self-sufficiency. The Authority has applied and received additional COVID-related CARES Act funding, Emergency Housing Vouchers, and funding for Housing Assistance Payments. In 2022, the Authority applied for new Stability Vouchers, but has not received notification of the outcome of its submission as of the date of this update. The Authority continues to provide social services which are available to participants, applicants, and tenants. These include Legal Assistance, Housing Counseling, Fair Housing Consultation and Referral Services. The Authority presented a formal Reserves Policy to the Board of Commissioners in October 2021, with an amendment to the Reserves Policy in May 2022. This included an emphasis on sufficient operating and housing assistance payment reserves with preparation for future housing development and deferred maintenance of the existing real estate portfolio, while leveraging other sources of funds to further the Authority’s mission. A local housing trust fund was created in 2021, and additional funding for the North Housing parcel was secured from the State.</p> <p>GOAL 5: MAINTAIN AND IMPROVE DATA INTEGRITY AND COLLECTION.</p> <p>The Authority continues to review and update systems to ensure that it stays current with industry practices and up-to-date on system security. In 2021, the physical servers and back-up systems were upgraded, with greatly improved security, storage, and access features. Additional hardware, including laptops and cell phones, were deployed to staff. In 2021, the Authority implemented a comprehensive cyber awareness program consisting of integrated software solutions to combat cyber-attacks and provide staff training to increase awareness of cyber-attacks. In 2022, the</p>

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B.	Plan Elements.
	<p>Authority expanded the use of multi-factor authentication for its systems. The Authority continues to expand and optimize its paperless and mobile integration, including online forms, automated communications, and the recertification module for the Housing Choice Voucher program for annuals and interim recertifications. The Authority is working on launching an online platform for completion of the eligibility process, which will be the last step towards establishing complete online access to the Housing Choice Voucher program. The Authority implemented an online Board meeting solution including specialized software to manage the Board of Commissioners' agendas. The Authority also purchased hardware to allow for hybrid meetings.</p> <p><b>GOAL 6: IMPROVE THE QUALITY OF LIFE OF RESIDENTS WHILE MAINTAINING EFFICIENT AND EFFECTIVE OPERATIONS OF HOUSING AUTHORITY UNITS.</b></p> <p>The Authority launched the Ombudsman program in 2021, which is a solution-oriented community resource available to all Authority tenants, program participants, landlords, and other community organizations that represent Authority tenants or clients. This program reinforces our existing educational materials and continues to provide resident supportive services for all tenants and participants in the programs operated by the Housing Programs Department. The Authority launched a free Wi-Fi and tablet loaner program. During COVID, we managed food bank distribution for our units, including the assembly and delivery of produce and dry goods to over 160 residents of Authority properties with assistance from our community support partners. In 2021, we launched an online Reasonable Accommodations Request form and continued to provide fair housing information through newsletters. We also continue to provide free social services through a partner to all tenants and participants working with the Authority. In January 2022, a contract extension was signed with LifeSTEPS to continue to provide tenant supportive services and added an additional caseworker for support due to the increases in the portfolio since the original contract. We expanded programs offered through partners including an arts program, recreation classes, a golf camp, and continued our long-standing partnership with the Boys and Girls Club. The Language Access Plan (LAP) update was completed and outreach for the 2021 wait list opening was conducted in all languages listed in the updated LAP.</p> <p><b>GOAL 7: EXPAND HOUSING CHOICE THROUGHOUT THE CITY OF ALAMEDA.</b></p> <p>The board and staff continue to review options for expanding the Authority's portfolio of affordable housing units. It is anticipated that in early 2023 the Housing Authority will acquire another property with 50 units and sign an agreement on a second property to provide up to 132 additional affordable housing units. Also, the Authority has identified the possibility of using its Faircloth Authority to perform a Faircloth-to-RAD conversion for the 120 units in its Faircloth Authority. During 2021, a local unused school maintenance yard with potential for up to 50 units and 18 local Below</p>

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<b>B.</b>	<b>Plan Elements.</b>
	<p>Market Rate Units was acquired. The Authority is still on track to build at least 90 units of homeless housing and 63 senior apartments at the North Housing project, out of a possible 586 units at the North Housing property. During this review period (2022), the Authority signed two Housing Assistance Payments (HAP) contracts for 40 units (23 at Rosefield Village and 17 at Eden Housing’s Family site, The Starling). The Authority also completed two Request for Proposals resulting in the selection of an additional 160 units under the Project-Based Voucher program. During 2021, Housing Assistance Payments contracts were signed for 50 new Project-Based Voucher (PBV) units including 25 units under the Veteran Affairs Supportive Housing (VASH) program. The Authority was accepted into the Moving to Work (MTW) program under the Landlord Incentives cohort consistent with the Annual Plan. The Authority revised its FY 2022-2023 Annual Plan with an MTW Supplement in late 2022 to try to implement new MTW activities in early 2023. The Authority continued its self-funded landlord incentive program and paid out a total of \$95,500 in landlord bonus payments since January 2020. In 2021, the Authority was awarded fifty-seven (57) Emergency Housing Vouchers (EHV) from HUD. These vouchers have all been issued and over 50% have been leased-up. The Authority received over 22,000 applications during its 2021 wait list opening.</p>
<b>B.4</b>	<b>Capital Improvements. – Not Applicable</b>
<b>B.5</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A  <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>

<b>C.</b>	<b>Other Documents 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> <p>These will be included upon receipt</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>

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C.	<b>Other Documents and/or Certification Requirements</b>
C.3	<b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b>  Form HUD-50077-ST-HCV-HP, <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.
C.4	<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. (a) Did the public challenge any elements of the Plan? Y    N <input type="checkbox"/> <input type="checkbox"/> If yes, include Challenged Elements.  This will be updated if any elements are challenged.

D.	<b>Affirmatively Furthering Fair Housing (AFFH).</b>  <b>Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.</b>
D.1	<b>Affirmatively Furthering Fair Housing (AFFH).</b>  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.
	<b>Fair Housing Goal: Not applicable</b>  <u>Describe fair housing strategies and actions to achieve the goal</u>
	<b>Fair Housing Goal: Not applicable</b>  <u>Describe fair housing strategies and actions to achieve the goal</u>
	<b>Fair Housing Goal: Not applicable</b>  <u>Describe fair housing strategies and actions to achieve the goal</u>

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## Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV-Only 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), **Number of 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.

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

**B. Plan Elements.** All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

**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 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. 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.** A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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 rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)](#)).

**Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

**Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

**Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided



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or offered as a result of the PHA's partnerships with other entities, and activities subject to Section 3 of the Housing and Community Development Act of 1968 (24 CFR Part 135) and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii)).

**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.

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

**B.2 New Activities.** This section refers to new capital activities which is not applicable for HCV-Only PHAs.

**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 §903.11(c)(3), 24 CFR §903.7(r)(1))

**B.4 Capital Improvements.** This section refers to PHAs that receive funding from the Capital Fund Program (CFP) which is not applicable for HCV-Only PHAs

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

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

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

**C.2 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

**C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

**C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

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**D. Affirmatively Furthering Fair Housing (AFFH).**

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

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

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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 Annual PHA Plan. The Annual PHA Plan provides 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 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 6.02 hour 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.

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