

STAFF REPORT



ITEM NO. 17
CITY OF OCEANSIDE

DATE: April 4, 2012
TO: Chairman and Members of the Community Development Commission
FROM: Neighborhood Services Department
SUBJECT: **RESOLUTION APPROVING THE PUBLIC HOUSING AGENCY (PHA) PLAN**

SYNOPSIS

Staff recommends that the Community Development Commission (CDC) adopt a resolution approving the 2012-2013 Annual Public Housing Agency (PHA) Plan and authorizing the CDC Chairman to submit the plans to the Department of Housing and Urban Development (HUD) with the inclusion of changes made to the PHA Plan as a result of public comments, and execute all related documents.

BACKGROUND

The CDC currently administers the Section 8 Housing Choice Voucher Program; the program provides rental assistance benefits to approximately 1,600 low-income Oceanside households. The CDC was awarded 48 new Family Unification Program Vouchers in 2011. When new vouchers are awarded to the CDC, the new units count towards meeting the City of Oceanside's affordable housing goals. HUD established a requirement for PHAs to submit PHA plans beginning in Federal Fiscal Year 2000. This plan is the Annual Plan for 2012-2013. The Five-Year Plan for 2010-2015 was submitted in April 2010. PHAs are required to submit both a five-year plan outlining the agency's mission and goals, and a one-year plan highlighting the agency's operations, programs and services. Housing authorities that operate Section 8 Housing Choice Voucher (HCV) Programs are permitted to submit streamlined plans to HUD. Streamlined plans require limited information to be submitted to HUD; other information must be available for public review.

ANALYSIS

Federal regulations require that a Resident Advisory Board (RAB) participate in the planning process and assist and make recommendations regarding the PHA Plan. Five voucher participants volunteered to serve on the RAB. The RAB met on January 10 and 17, 2012. PHAs are required to consider the RAB's recommendations to the Plan, but are not required to agree with them. No comments were received from the RAB.

PHAs are required to conduct a Public Hearing after a forty-five-day comment period that will end on March 27, 2012. The Public Hearing will be conducted at the April 4, 2012, CDC meeting. HUD regulations require approval of the Plans by the CDC. The draft Plans have been made available for review at the Neighborhood Services Department offices and on the City's website. Public comment has been requested through an advertisement in the North County Times. The City is required to consider written comments, as well as those comments made at the Public Hearing.

The PHA's goals and objectives are identified on page one of the previously approved 2010-2015 plan. The primary goal of the program is to assist as many households as possible with the funding provided. The PHA achieved a 99 percent unit utilization rate for Calendar Year 2011. The PHA has also applied for additional vouchers whenever they are available.

The PHA Plan elements that have been revised since the last Annual Plan submission are addressed on page one of the plan.

FISCAL IMPACT

Projected financial resources decreased from \$13,848,208 in Calendar Year 2011 to \$13,206,872 in Calendar Year 2012. This includes an estimated decrease in administrative fees of \$84,000. The balance of the decrease is for Housing Assistance Payments (HAP); there are currently sufficient HAP reserves for all vouchers under lease.

COMMISSION OR COMMITTEE REPORT

At its January 24, 2012 meeting, the Housing Commission unanimously recommended that the CDC adopt a resolution approving submission of the 2012-2013 Annual Public Housing Agency Plans to HUD with the inclusion of revisions made to the plan based on public comments.

CITY ATTORNEY'S ANALYSIS

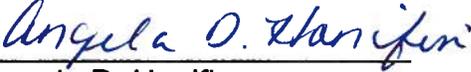
The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

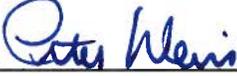
Staff recommends that the CDC adopt a resolution approving the 2012-2013 Annual Public Housing Agency Plans and authorizing the CDC Chairman to submit the plans to HUD with the inclusion of changes made to the PHA Plan as a result of public comments, and execute all related documents.

PREPARED BY:

SUBMITTED BY:



Angela D. Hanifin
Housing Program Manager



Peter A. Weiss
Executive Director

REVIEWED BY:

Michelle Lawrence, Deputy City Manager
Margery M. Pierce, Director of Neighborhood Services





- Attachment 1: Resolution
- Attachment 2: Draft PHA Plan for 2012-13
- Attachment 3: Statement of Financial Resources for 2012-13
- Attachment 4: Violence Against Women Act Statement
- Attachment 5: Five-Year PHA Plan for 2010-2015
- Attachment 6: Housing Commission Report

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RESOLUTION NO. _____

A RESOLUTION OF THE COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF OCEANSIDE (CA 132) APPROVING THE 2012-2013 ANNUAL PUBLIC HOUSING AGENCY (PHA) PLANS FOR THE PHA FISCAL YEAR BEGINNING JULY 1, 2012 AND AUTHORIZING THE COMMUNITY DEVELOPMENT COMMISSION CHAIRMAN TO SUBMIT THE PHA PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) AND EXECUTE ALL RELATED DOCUMENTS.

WHEREAS, the Community Development Commission (CDC) of the City of Oceanside (CA 132) administers a Section 8 Housing Choice Voucher (Rental Assistance) Program consisting of approximately 1,600 vouchers;

WHEREAS, HUD has issued regulations requiring PHAs to submit 5-Year and Annual PHA Plans beginning in Fiscal Year 2000;

WHEREAS, a Resident Advisory Board met on January 10 and 17, 2012 regarding the PHA Plan;

WHEREAS, PHAs are required to conduct a Public Hearing after a forty-five day comment period;

WHEREAS, a Public Hearing was conducted at the April 4, 2012 Community Development Commission meeting;

WHEREAS, HUD regulations require that the Board of Commissioners of the PHA approve the submission of the PHA Plan to HUD;

WHEREAS, HUD requires that certifications and agreements be submitted with the PHA Plan.

NOW, THEREFORE, the Community Development Commission of the City of Oceanside does resolve as follows:

1. The submission of the 2012-2013 Annual PHA Plan to HUD is hereby approved.
2. The Community Development Commission Chairman is authorized to

1 submit the PHA Plan and make the following certifications and agreements with
2 HUD in connection with submission of the plan and implementation thereof:

3 a. The Five-Year and Annual Plans are consistent with the applicable
4 comprehensive housing affordability strategy (or any plan incorporating
5 such strategy) for the jurisdiction in which the PHA is located.

6 b. The Plan contains a certification by the appropriate State or local
7 officials that the Plan is consistent with the applicable Consolidated Plan,
8 which includes a certification that requires the preparation of an Analysis of
9 Impediments to Fair Housing Choice, for the PHA's jurisdiction and a
10 description of the manner in which the PHA Plan is consistent with the
11 applicable Consolidated Plan.

12 c. The PHA certifies that there has been no change, significant or
13 otherwise, to the Capital Fund Program (and Capital Fund Program/Fund
14 Replacement Housing Factor) Annual Statement(s), since submission of its
15 last approved Annual Plan. The Capital Fund Program Annual
16 Statement/Annual Statement/Performance and Evaluation Report must be
17 submitted annually even if there is no change.

18 d. The PHA has established a Resident Advisory Board or Boards, the
19 membership of which represents the residents assisted by the PHA,
20 consulted with this Board or Boards in developing the Plan, and considered
21 the recommendations of the Board or Boards (24 CFR 903.13). The PHA
22 has included in the Plan submission a copy of the recommendations made
23 by the Resident Advisory Board or Boards and a description of the manner
24 in which the Plan addresses these recommendations.

25 e. The PHA made the proposed Plan and all information relevant to the
26 public hearing available for public inspection at least 45 days before the
27 hearing, published a notice that a hearing would be held and conducted a
28 hearing to discuss the Plan and invited public comment.

f. The PHA certifies that it will carry out the Plan in conformity with Title
VI of the Civil Rights Acts of 1964, the Fair Housing Act, section 504 of the
Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act

1 of 1990.

2 g. The PHA will affirmatively further fair housing by examining their
3 programs or proposed programs, identify any impediments to fair housing
4 choice within those programs, address those impediments in a reasonable
5 fashion in view of the resources available and work with local jurisdictions to
6 implement any of the jurisdiction's initiatives to affirmatively further fair
7 housing that require the PHA's involvement and maintain records reflecting
8 these analyses and actions.

9 h. For PHA Plan that includes a policy for site based waiting lists:

- 10 • The PHA regularly submits required data to HUD's 50058
11 PIC/IMS Module in an accurate, complete and timely manner (as
12 specified in PIH Notice 2006-24);
- 13 • The system of site-based waiting lists provides for full disclosure
14 to each applicant in the selection of the development in which to
15 reside, including basic information about available sites; and an
16 estimate of the period of time the applicant would likely have to
17 wait to be admitted to units of different sizes and types at each
18 site;
- 19 • Adoption of site-based waiting list would not violate any court
20 order or settlement agreement or be inconsistent with a pending
21 complaint brought by HUD;
- 22 • The PHA shall take reasonable measures to assure that such
23 waiting list is consistent with affirmatively furthering fair housing;
- 24 • The PHA provides for review of its site-based waiting list policy to
25 determine if it is consistent with civil rights laws and certifications,
26 as specified in 24 CFR part 903.7(c)(1).

27 i. The PHA will comply with the prohibitions against discrimination
28 on the basis of age pursuant to the Age Discrimination Act of 1975.

j. The PHA will comply with the Architectural Barriers Act of 1968
and 24 CFR Part 41, Policies and Procedures for the Enforcement of
Standards and Requirements for Accessibility by the Physically

1 Handicapped.

2 k. The PHA will comply with the requirements of section 3 of the
3 Housing and Urban Development Act of 1968, Employment Opportunities
4 for Low- or Very-Low Income Persons, and with its implementing regulation
5 at 24 CFR Part 135.

6 l. The PHA will comply with acquisition and relocation requirements
7 of the Uniform Relocation Assistance and Real Property Acquisition Policies
8 Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

9 m. The PHA will take appropriate affirmative action to award
10 contracts to minority and women's business enterprises under 24 CFR
11 5.105(a).

12 n. The PHA will provide the responsible entity or HUD any
13 documentation that the responsible entity or HUD needs to carry out its
14 review under the National Environmental Policy Act and other related
15 authorities in accordance with 24 CFR Part 58 or Part 50, respectively.

16 o. With respect to public housing the PHA will comply with Davis-
17 Bacon or HUD determined wage rate requirements under Section 12 of the
18 United States Housing Act of 1937 and the Contract Work Hours and
19 Safety Standards Act.

20 p. The PHA will keep records in accordance with 24 CFR 85.20 and
21 facilitate an effective audit to determine compliance with program
22 requirements.

23 q. The PHA will comply with the Lead-Based Paint Poisoning
24 Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of
25 1992, and 24 CFR Part 35.

26 r. The PHA will comply with the policies, guidelines, and
27 requirements of OMB Circular No. A-87 (Cost Principles for State, Local
28 and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85
(Administrative Requirements for Grants and Cooperative Agreements to
State, Local and Federally Recognized Indian Tribal Governments).

s. The PHA will undertake only activities and programs covered by

1 the Plan in a manner consistent with its Plan and will utilize covered grant
2 funds only for activities that are approvable under the regulations and
3 included in its Plan.

4 t. All attachments to the Plan have been and will continue to be
5 available at all times and all locations that the PHA Plan is available for
6 public inspection. All required supporting documents have been made
7 available for public inspection along with the streamlined Plan and
8 additional requirements at the primary business office of the PHA and at all
9 other times and locations identified by the PHA in its PHA Plan and will
10 continue to be made available at least at the primary business office of the
11 PHA.

12 u. The PHA provides assurance as part of this certification that:

13 (i) The Resident Advisory Board had an opportunity to review
14 and comment on the changes to the policies and programs before
15 implementation by the PHA;

16 (ii) The changes were duly approved by the PHA board of
17 directors (or similar governing body); and

18 (iii) The revised policies and programs are available for review
19 and inspection, at the principal office of the PHA during normal
20 business hours.

21 v. The PHA certifies that it is in compliance with all applicable Federal
22 statutory and regulatory requirements.

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PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>City of Oceanside Community Development Commission</u> PHA Code: <u>CA 132</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/01/2012</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>0</u> Number of HCV units: <u>1,361</u>				
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
					PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	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:				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: 1) A preference for Mobile Home Rental Assistance Program (MRAP) participants was added. The MRAP has been discontinued and all remaining participants have received Section 8 vouchers. 2) Financial Resources: The statement of resources is attached. 11) Fiscal Year Audit: The Audit for the Fiscal Year ending June 30, 2010 is available at the Housing Department offices. The audit For the Fiscal Year ending June 30, 2011 will be available no later than April 1, 2012. (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. Main administrative office of the PHA and the City website www.ci.oceanside.ca.us .				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. The PHA currently has 12 households participating in the Section 8 Homeownership option. The Homeownership Program has been suspended. Project-Based Vouchers: The PHA entered into a ten-year HAP Contract effective 9-1-08 with Community Housing Works to provide project-based assistance for 21 units at Marisol Apartments located at 1119 S. Tremont St., Oceanside. The PHA entered into another ten-year contract effective 9-1-08 with Community Housing Works to provide project-based assistance for four units at Old Grove Apartments located at 235 Pelicano, Oceanside. All PBV are designated for persons with disabilities.				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.				
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.				
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.				
8.3	Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.				

PHA PLAN FOR 2012-13

9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. There are currently more than 5,100 households on the waiting list. The average wait for assistance for applicants with the highest priority (live or work in Oceanside and family, elderly and/or disabled) is currently approximately six years.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief 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. The PHA will apply for any possible funding and will also utilize vouchers to the greatest extent possible. The PHA achieved a 99% utilization (lease-up) rate for Calendar Year 2011.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <ul style="list-style-type: none"> (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. High performers complete only for Annual Plan submitted with the 5-Year Plan (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification": High performers complete only for Annual Plan submitted with the 5-Year Plan (c) Information about the PHA's activities, services and programs related to the Violence Against Women Act is provided as Attachment 4.
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)

PHA PLAN FOR 2012-13

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 5-Year and Annual PHA Plans. 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 and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 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

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

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

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for

maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **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.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (Note: applies to only public housing).
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities

conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and 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.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (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.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, 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>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (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; and (2) A timetable for the demolition or disposition. 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
Note: This statement must be submitted to the extent that

approved and/or pending demolition and/or disposition has changed.

- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter 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>
- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHA PLAN FOR 2012-13

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

9.1 Strategy for Addressing Housing Needs. 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. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition

of "significant amendment" and "substantial deviation/modification". (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. (Note: Standard and Troubled PHAs complete annually).

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

CITY OF OCEANSIDE CDC PHA PLAN 2012-2013

Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (CY 2012 grants)		
a) Public Housing Operating Fund	N/A	
b) Public Housing Capital Fund	N/A	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$13,069,512	
f) Resident Opportunity and Self-Sufficiency Grants FSS COORDINATOR GRANTS	\$ 137,360	
g) Community Development Block Grant	N/A	
h) HOME	N/A	
Other Federal Grants (list below)		
Disaster Housing Assistance Program	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)	N/A	
3. Public Housing Dwelling Rental Income	N/A	
4. Other income (list below)	N/A	
4. Non-federal sources (list below)	N/A	
Total resources	\$13,206,872	

*based on CY 2012; HAP allocations are exact; administrative fees vary based on lease-up and pro-ration percentage determined by HUD.

VIOLENCE AGAINST WOMEN ACT (VAWA)
ATTACHMENT TO ANNUAL PHA PLAN FOR 2012-13

The City of Oceanside Community Development Commission (CDC), the Housing Authority, complies with VAWA and has advised staff of outside resources available to child and adult victims of domestic violence, dating violence, sexual assault or stalking. Staff has been directed to provide referrals to outside agencies that provide such services, including the Women's Resource Center, which is located in Oceanside and provides domestic violence services in the Housing Authority service area.

The PHA provides information about VAWA to new voucher participants at the program briefing. In addition, information about VAWA is available in the PHA lobby and on the PHA website. All PHA staff has been trained about VAWA and provide information about VAWA rights and domestic violence resources to participants when notified that domestic violence is occurring in an assisted household.

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. The PHA currently has 13 households participating in the Section 8 Homeownership option.</p> <p>Project-Based Vouchers: The PHA entered into a ten-year HAP Contract effective 9-1-08 with Community Housing Works to provide project-based assistance for 21 units at Marisol Apartments located at 1119 S. Tremont St., Oceanside. The PHA entered into another ten-year contract effective 9-1-08 with Community Housing Works to provide project-based assistance for four units at Old Grove Apartments located at 235 Pelicano, Oceanside. All PBV are designated for persons with disabilities.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. There are currently more than 4,100 households on the waiting list. The average wait for assistance for applicants with the highest priority (live or work in Oceanside and family, elderly and/or disabled) is currently five years.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief 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. The PHA will apply for any possible funding and will also utilize vouchers to the greatest extent possible. The PHA achieved a 99.9% utilization (lease-up) rate for Calendar Year 2009.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. See Attachment 3</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification": Any change that will substantially negatively impact a majority of Section 8 participants or Waiting list applicants, unless that change is necessary because of funding constraints or regulatory changes.</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

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 5-Year and Annual PHA Plans. 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 and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 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

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

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

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **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.

3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

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

5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.

7. **Community Service and Self-Sufficiency.** A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (Note: applies to only public housing).

8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and 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.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (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.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, 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>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (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; and (2) A timetable for the demolition or disposition. 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
 Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter 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>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

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1. At the end of the program year, until the program is completed or all funds are expended;
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portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

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10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

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- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
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- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

Attachment 6

Housing Commission Report

TO Community Development Commission
FROM Housing Commission
Re: Resolution Approving PHA plan
Date January 24, 2012

The Commission recommends that the C.D.C. approve the 2012 - 13 Annual PHA plan and authorize submittal to HUD.

Camp	YES
Cooper	Absent
Farmer	Absent
Mikulay	YES
Moore	YES
Parker	YES
Sorensen	YES
Alternate	
James	YES
Williams	Absent