

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: xx/xx/2019
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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-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

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

A.	PHA Information.														
A.1	<p> PHA Name: Albuquerque Housing Authority_ PHA Code: __NM001 PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2018 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>953</u> Number of Housing Choice Vouchers (HCVs) <u>4204</u> Total Combined Units/Vouchers <u>5157</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. 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. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> Locations Information Made Available 1)AHA Main Office, 1840 University SE, Albuquerque, NM 87106 2) Embudo Towers, 8010 Constitution NE, Albuquerque, NM 87110 3)La Amistad Community Center (AHA), 320 Roma NE, Albuquerque, NM 87102 4)6100 Harper NE, Albuquerque NM 87109 5) 1212 Candelaria Albuquerque, NM 87107 6) 9109 Copper NE, Albuquerque, 87123 Plan also Available Online at www.abqha.org </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 20%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 30%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 15%;">PH</th> <th style="width: 15%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA: N/A</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA: N/A					
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		PH	HCV												
Lead PHA: N/A															

B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

X Statement of Housing Needs and Strategy for Addressing Housing Needs

X Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.

X Financial Resources.

X Rent Determination.

X Operation and Management.

X Grievance Procedures.

X Homeownership Programs.

X Community Service and Self-Sufficiency Programs.

X Safety and Crime Prevention.

X Pet Policy.

X Asset Management.

X Substantial Deviation.

X Significant Amendment/Modification

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

Statement of Housing Needs And Strategy for Addressing Housing Needs: AHA has developed a housing plan and strategic plan that reflects our goals for improving our public housing supply. This housing plan is available for review.

De-concentration and Other Policies that Govern Eligibility, Selection and Admission:
AHA has incorporated its de-concentration policy into its fully revised ACOP and Section 8 Administrative Plan and has affirmatively furthered fair housing by creating multiple payment standards for increased mobility.

Financial Resources:
AHA continues put forth additional uses for UNP reserves. These include the following for HCV participants. 1) Security Deposit Grants for voucher holders 2) Damage payments for landlords and 3) Vacancy payments for landlords. 4) Assisting landlords with creating accessible units and 5) Development of project based vouchers.

Operations and Management:
AHA has tightened smoking restrictions in its public housing program to include Electronic Nicotine Delivery Systems. AHA will now also require direct deposit for all HCV Landlords.

Asset Management:
AHA is refining its asset management of Public Housing by furthering its regional management of Public Housing AMPs to better reflect HUD Compliance. This includes more direct on-site management and maintenance of public housing assets and HUD compliance.

Substantial Deviation:

Significant Amendments/Modification:
AHA considers a significant Amendment or modification to be that which alters the fundamental existing policy. There are no present significant amendments or modifications to disclose.

(c) The PHA must submit its De-concentration Policy for Field Office review.

Please see Chapter 4 of the ACOP for Public Housing De-concentration.

Please See Chapter 4 of the HCV Administrative Plan for Section 8 De-concentration. Chapter 4 is attached to this document.

AHA has established two sets of payment standards to allow for great mobility and usage among HCV Voucher holders. This will allow households to have more opportunities to move into areas with higher household incomes and deconcentrate poverty in the process.

B.2

New Activities.

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

Y N

X Hope VI or Choice Neighborhoods.

X Mixed Finance Modernization or Development.

X Demolition and/or Disposition.

X Designated Housing for Elderly and/or Disabled Families.

X Conversion of Public Housing to Tenant-Based Assistance.

X Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.

X Occupancy by Over-Income Families.

X Occupancy by Police Officers.

X Non-Smoking Policies.

X Project-Based Vouchers.

X Units with Approved Vacancies for Modernization.

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

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

AHA manages a portfolio of 953 units of public housing. All the units were built in the 70's and early 80's. No major rehab has taken place at these properties. The properties have been maintained primarily with annual capital fund grants. An energy performance contract in 2005 and ARRA funding in 2009 allowed for some additional infusions of capital into the properties, both were primarily used for improving energy efficiency. Based on a recent assessment these properties have, conservatively, immediate critical capital needs of \$5.3 million and another \$18.5 million over the next 20 years. AHA receives approximately \$1 million a year for the capital needs of the properties. The capital needs at these properties outweigh the annual funding we receive. The agency must find additional sources to supplement current funding.

Demolition/Disposition Activity Descriptions

Development Name: Scattered

Development number: NM-01-30

Activity: Disposition

Application Status: Under HUD Review

Anticipated Application Date: Submitted 2017

Number of units affected: 8 – entire project

Conversion of Public Housing to Project-Based Assistance under RAD

AMP: NM001000001

Development Names: 1212 Candelaria (50 units); Arno (8 units); 415 Fruit (38 units); 701 5th Street (60 units)

Application Status: Letter of Interest Submitted

Anticipated Application Date: Upon HUD notice of available conversion authority

Number of units affected: 156

Conversion of Public Housing to Project-Based Assistance under RAD

AMP: NM001000003

Development Names: Broadway (30 units); Roma (50 units); Harper (60 units); La Plata (32 units); LaFayette (18)

Application Status: Letter of Interest Submitted

Anticipated Application Date: Upon HUD notice of available conversion authority

Number of units affected: 189 or 159 if Broadway is completed as a separate project (a separate application will be submitted for Broadway to allow for the possible demolition of the existing units and replacement of units on the same site with new apartment buildings to increase total units.

Conversion of Public Housing to Project-Based Assistance under RAD

Development Name: Broadway

Development number: NM-01-12

Application Status: Planned Application

Anticipated Application Date: August 2018

Number of units affected: 30 – entire project

Conversion of Public Housing to Project-Based Assistance under RAD

AMP: NM001000000

Development Names: Sunset Gardens (57 units); 60th Street (42 units); Don Gabal (31 units); 12th Street (22 units)

Application Status: Letter of Interest to be submitted March 2018

Anticipated Application Date: Upon HUD notice of available conversion authority

Number of units affected: 152

Conversion of Public Housing to Project-Based Assistance under RAD

AMP: NM001000002

Development Names: Embudo Towers (101 units); Wainwright Manor (62 units)

Application Status: Letter of Interest to be submitted March 2018

Anticipated Application Date: Upon HUD notice of available conversion authority

Number of units affected: 163

Conversion of Public Housing to Project-Based Assistance under RAD

AMP: NM001000004

Development Names: 514 Morris (24 units); 716 Morris (14 units); Pennsylvania (20 units); Copper (48 units); Grove (18 units); General Bradley (14)

Application Status: Letter of Interest to be submitted March 2018

Anticipated Application Date: Upon HUD notice of available conversion authority

Number of units affected: 138

Conversion of Public Housing to Project-Based Assistance under RAD

AMP: NM001000005

Development Names: Comanche (20 units); Veranda (35 units); City View (50 units); Chelwood (25 units); Nakomis (16 units)

Application Status: Letter of Interest to be submitted March 2018

Anticipated Application Date: Upon HUD notice of available conversion authority

Number of units affected: 146

Occupancy by Police Officers

AHA actively cooperates with law enforcement officials as they conduct operations throughout Albuquerque. AHA has provided and will continue to provide law enforcement officials with housing units at the locations and for the duration of their determination.

Non-Smoking Policies

AHA will implement non-smoking policies in consistent with NOTICE: PIH-2009- 21 (HA) and in accordance with According to 24 CFR 903.7(e) as required by federal regulation.

Project Based Vouchers:

AHA intends to issue approximately 50-75 project based vouchers with approximately 50% of these vouchers serving the homeless.

Vacancy Modernization Program

AHA is pursuing a Capital Fund modernization program for its housing units in order to address deterioration and to bring units into compliance with the Uniform Federal Accessibility Standards (UFAS) and the Americans with Disabilities Act (ADA), as applicable. The work required for compliance with ADA is primarily exterior and can be completed with residents in place. The interior improvements (removal and replacement of cabinetry, countertops, sinks, interior doors, tubs/showers, flooring, toilets, appliances, and interior wall relocation) are more costly and time consuming to perform in occupied units. Therefore, AHA will initiate a Vacancy Modernization Program for some of the units targeted for UFAS renovation and units that have deteriorated or been damaged to the point that they will require significant rehabilitation in order to be rent-ready. Under the program, when units targeted for UFAS renovation or units that have deteriorated or been damaged become vacant, AHA will submit an application to HUD for approved vacancy, and AHA will hold the unit vacant until after renovations can be completed. The units targeted for UFAS renovation are listed below. Units that have deteriorated or been damaged to the point that they will require significant rehabilitation in order to be rent-ready will be listed as they are identified. The program is intended to increase the efficiency of the modernization work while eliminating the need for tenant relocation.

Units Targeted for UFAS Renovation/Vacancy Modernization

Project # & Name		Unit ID	Unit Count
NM 1-5	Fruit	8, 17	2
NM 1-11	Roma	1, 2, 3	2
NM 1-15D	12th & Menaul	21, 22	2
NM 1-16B	La Plata	5, 6	2
NM 1-13B	Wainright	TBD	4
NM 1-10	Embudo	TBD	7
NM 1-19B	Comanche	7, 8	2
NM 1-24	City View	13809 Nambe, 13813 Nambe, 13820 Jason	3
NM 1-15A	514 Morris	18, 21, 22	3

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

AHA intends to submit an Emergency Safety and Security Grants application. The table below summarizes the proposed activities.

Emergency Safety & Security Grant Activity Summary

PROPERTY			Activity
NM Identification	# of units	Property Name	
NM-12	30	1840-1876 Broadway Place NE	LED lighting for exterior and parking lot.
NM-19A	8	615 Arno NE	LED lighting for exterior and parking lot.
NM-05	38	415 Fruit NE	Fencing/gates/defensive landscaping to discourage non-resident traffic and vagrancy.
NM-11	50	320 Roma NE	LED lighting for exterior and parking lot. Fencing/gates/defensive landscaping to discourage non-resident traffic and vagrancy.
NM-16B	32	120 La Plata NW	Fencing/gates/defensive landscaping to discourage non-resident traffic and vagrancy.
NM-15D	22	2709 12th St NW	LED lighting for exterior and parking lot.
NM-15C	18	3224 Lafayette NE	LED lighting for exterior and parking lot.
NM-04B	50	1212 Candelaria NW	LED lighting for parking lot. Increase "natural surveillance" by fence modification.
NM-10	101	8010 Constitution NE	Fencing/gates/defensive landscaping to discourage non-resident traffic and vagrancy and additional video surveillance around parking lot.
NM-13B	62	5601 Gibson SE	Fencing/gates/defensive landscaping to discourage non-resident traffic and vagrancy and additional video surveillance around parking lot.
NM-13A	18	608 Grove SE	Recently added LED lighting at parking lot and around residences. Need to remove masonry fencing to improve "natural surveillance".
NM-15E	20	124 Pennsylvania SE	Remove masonry walls that prevent "natural Surveillance"
NM-20/21	59	6100 Harper NE	Fencing/gates/defensive landscaping to discourage non-resident traffic and vagrancy and additional video surveillance around parking lot.
NM-15A	24	514 Morris NE	

			Remove masonry walls that prevent "natural surveillance". LED lighting for parking lot and common areas. Remove masonry wall to improve "natural surveillance".
NM-15B	14	716 Morris NE	
NM-23	48	9109 Copper NE	LED lighting for exterior and parking lot.
NM-All	953	All	Replace master key system and locks at all properties.

Additional AHA Housing Funds

AHA has approximately \$8 million in the State of New Mexico Local Government Investment Pool (LGIP) from the proceeds from the sale of public housing units. AHA proposes to use these funds, with HUD approval, for some of the following purposes:

- 1) To construct units at existing sites or new sites.
- 2) Gap funding for soft or hard costs on moderate and substantial rehabilitation projects; acquisition of land and/or buildings; and demolition and replacement of public housing units.
- 3) Supplement capital fund to maintain existing housing stock.
- 4) Implement homeownership programs on units that are divested.

B.3 Progress Report.
Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

AHA continues to expand its organizational capacity through the implementation of its Strategic Plan and Its Housing Plan. We continue to focus of maximizing our utilization in HCV and public housing. AHA has substantially revised policies and procedures in both programs so as to build capacity and provide an increased level of service. AHA continues to monitor its goals and objectives so as to become a high performing agency.

B.4 Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.

See Form HUD -50075.2 approved by HUD on 06/30/2016.

B.5 Most Recent Fiscal Year Audit.

(a) Were there any findings in the most recent FY Audit?

Y N
X

(b) If yes, please describe:

2017-001 — Internal Control over Capital Assets (Material Weakness) Criteria: Monthly maintenance of the capital project accounting records and preparation of capital asset listing helps ensure that timely, accurate and useful information is available to management and those charged with governance. Additionally, maintenance of accurate capital project records and capital asset listing are necessary for the preparation of the annual financial statements and footnotes in accordance with generally accepted accounting principles (GAAP).

Condition: The general ledger of accounts were not reconciled throughout the year for capital projects and significant adjustments were needed to correct these capital project balances. Corrections were recorded to construction in progress, depreciation expense, net position, grant revenue and grant receivables. Additionally, the capital asset listing did not included all of the current year additions resulting from these projects. As a result, material adjusting journal entries were required after the fiscal year 2017 accounting records were closed.

Cause: In order to account for the cumulative cost of each capital project grant, AHA uses asset and contra asset accounts to record hard costs (cost to be capitalized) and soft costs (costs to be expensed). The asset account is debited when expenditures are incurred. The contra asset account is the credited and a capital asset (construction in progress) or an expense is debited to recognize current year activity. Then grant revenue is recognized when the capital funds are expended. Once the capital asset is placed in service, the construction in progress is transferred to building and improvements for a specific housing project. Throughout the year and specifically at year-end, the hard cost contra accounts were not properly reconciled and appropriate entries were not made.

	<p><i>Effect:</i> There is an increased risk that errors and/or irregularities will occur and not be detected and corrected in a timely manner. Financial information reported to management and the Board is not accurate. Adjustments were needed to correct the contra hard cost account, construction in progress, buildings and improvements, net position, grant revenue and grant receivables. A total of 28 additional journal entries were made to the trial balance. Additional time and effort was needed to research these errors and prepare correcting entries.</p> <p><i>Auditor's Recommendations:</i> AHA should devote appropriate resources to reconcile each capital project monthly. The capital asset records should be updated and reconciled to the appropriate general ledger accounts on a monthly basis. Any correcting journal entries should be critically reviewed by someone independent of the preparation of the journal entry. Additionally, reconciliations and the capital asset records should also be critically reviewed by management monthly to ensure that the work was completed correctly.</p>
C.	Other Document and/or Certification Requirements.
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N X <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>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <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>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>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.</p>
C.4	<p>Challenged Elements. 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.</p>
C.5	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A X <input type="checkbox"/></p> <p>(b) If yes, please describe: N/A</p>
D.	Affirmatively Furthering Fair Housing (AFFH).

D.1	Affirmatively Furthering Fair Housing (AFFH). Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an approved Assessment of Fair Housing consistent with 24 CFR §5.154.		
	<table border="1"> <tr> <td data-bbox="180 279 1456 317">Fair Housing Goal:</td> </tr> <tr> <td data-bbox="180 317 1456 751"> <u><i>Explain Strategies and Actions</i></u> Please see the attached Fair Housing Goals and Priorities that were produced as part of AHA's AFFH Study. These multi-year strategies and actions will assist AHA is achieving fair housing goals. </td> </tr> </table>	Fair Housing Goal:	<u><i>Explain Strategies and Actions</i></u> Please see the attached Fair Housing Goals and Priorities that were produced as part of AHA's AFFH Study. These multi-year strategies and actions will assist AHA is achieving fair housing goals.
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**Instructions for Preparation of Form HUD-50075-ST
Annual PHA Plan for Standard and Troubled PHAs**

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

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

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

B. Annual Plan Elements. All PHAs must complete this section.

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

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.” (24 CFR §903.7)

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. 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)(1)(iii) and 24 CFR §903.7(a) as amended by 80 FR 42271).

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. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA’s procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)). A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

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

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

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and 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. (24 CFR §903.7(e))

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of (24 CFR §903.7(l)). Provide a description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention (VAWA). Describe the PHA’s plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (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. (24 CFR §903.7(m)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

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

Asset Management. State 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. ([24 CFR §903.7\(q\)](#))

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

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the ‘Sample PHA Plan Amendment’ found in Notice PIH-2012-32 REV-2, successor RAD Implementation Notices, or other RAD Notices.

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

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

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

HOPE VI or Choice Neighborhoods. **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. ([Notice PIH 2010-30](#))

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 Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. ([Notice PIH 2010-30](#))

Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and **(2)** A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA’s last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. ([24 CFR §903.7\(h\)](#))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. 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, **5)** the number of units affected and; **6)** expiration date of the designation of any HUD approved plan. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. ([24 CFR §903.7\(i\)\(C\)](#))

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

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD’s website at: [Notice PIH 2012-32 REV-2, successor RAD Implementation Notices, and other RAD notices.](#)

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: **(1)** There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; **(2)** The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; **(3)** The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA’s cost to operate the unit; **(4)** The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and **(5)** The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD’s website at: [Notice PIH 2011-7](#). ([24 CFR 960.503](#)) ([24 CFR 903.7\(b\)](#))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A “police officer” means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD’s website at: [Notice PIH 2011-7](#). ([24 CFR 960.505](#)) ([24 CFR 903.7\(b\)](#))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21](#). ([24 CFR §903.7\(e\)](#))

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan ([24 CFR §903.7\(b\)](#)).

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

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

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

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

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR §903.7 \(g\)](#)) In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan **See Form HUD -50075.2 approved by HUD on 06/30/2016.**

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 provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

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

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; (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.

C.5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." ([24 CFR §903.9](#))

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an approved Assessment of Fair Housing consistent with 24 CFR §5.154. Use the chart in Section D that has been provided for your convenience. Strategies and actions must affirmatively further fair housing and may include, but are not limited to, enhancing mobility strategies and encouraging development of new affordable housing in areas of opportunity, as well as place-based strategies to encourage community revitalization, including preservation of existing affordable housing, including HUD-assisted housing. (24 CFR § 5.154 (d)(5)). Until such a time that a PHA is required to submit an AFH and that AFH has been accepted by HUD, the statement must explain how the strategies and actions will address impediments to fair housing choice in the Analysis of Impediments associated with the applicable Consolidated Plan and Annual Action Plan.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 9.46 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.