

Lynchburg Redevelopment and Housing Authority
5 Year Plan 2020-2024

| | | |
|---|---|--|
| 5-Year PHA Plan (for All PHAs) | U.S. Department of Housing and Urban Development Office of Public and Indian Housing | OMB No. 2577-0226 Expires: 02/29/2016 |
|---|---|--|

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

| A. | PHA Information. | | | | | | | | | | | | | | | | | | | | |
|--------------------|---|--------------------|----------|-----------------------------|---------------------------------|------------------------------|---------------------------------|------------------------------|-----|-----------|--|--|--|--|--|--|--|--|--|--|--|
| A.1 | <p>PHA Name: <u>Lynchburg Redevelopment and Housing Authority</u> PHA Code: <u>VA013</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/01/2020</u></p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>Copies of the 5 Year 2020-2024 and FY 2020 Annual Plans can be obtained at the PHA's Main Office at the following address:</p> <p>Lynchburg Redevelopment and Housing Authority 918 Commerce St. Lynchburg, Virginia 24504</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1"><thead><tr><th rowspan="2">Participating PHAs</th><th rowspan="2">PHA Code</th><th rowspan="2">Program(s) in the Consortia</th><th rowspan="2">Program(s) not in the Consortia</th><th colspan="2">No. of Units in Each Program</th></tr><tr><th>PH</th><th>HCV</th></tr></thead><tbody><tr><td>Lead PHA:</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></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: | | | | | | | | | | | |
| Participating PHAs | PHA Code | | | | | Program(s) in the Consortia | Program(s) not in the Consortia | No. of Units in Each Program | | | | | | | | | | | | | |
| | | PH | HCV | | | | | | | | | | | | | | | | | | |
| Lead PHA: | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |

| | |
|------------|---|
| B.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. |
| B.2 | <p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p><u>Goal # 1: Continue Public Housing & Section 8 Operational Staff Training and Development</u></p> <p><u>Objective #1:</u> Provide outside training, education and certification for all public housing & Section 8 operational staff by housing industry trainers such as NAHRO and Nan McKay in order to in order to improve work proficiency.</p> <p><u>Objective #2:</u> Update staff with all new REAC inspection protocols which will allow the Authority to obtain high performer status in public housing.</p> <p><u>Goal # 2 Continue Training to Maintenance Staff Aimed at Job Responsibilities, Daily Activities/Tasks and Safety Measures</u></p> <p><u>Objective #1:</u> Provide safety training on a quarterly basis, in order to reduce employee accidents throughout the year.</p> <p><u>Objective #2:</u> Schedule annual HVAC training, for the A/C technicians to maintain all properties A/C's in good running conditions.</p> <p><u>Objective #3:</u> Update and/or replace tools, equipment, and vehicles annually or as necessary.</p> <p><u>Goal # 3 Maintain Excellent Condition of Public Housing Properties through Targeted Management Practices</u></p> <p><u>Objective #1:</u> Conduct monthly property manager meetings to discuss best practices.</p> <p><u>Objective # 2:</u> Provide UPCS Inspection training to public housing operational/maintenance staff at least annually.</p> <p><u>Objective #3:</u> Conduct pre-REAC inspections quarterly with internal staff to maintain scores and to identify additional training needs.</p> <p><u>Objective #4:</u> Continue conducting biannual and 45 day inspections</p> <p><u>Objective #5:</u> Annual Analysis of family developments to continue to deconcentrate poverty and assure income-mixing. Perform annual deconcentration analysis.</p> |

B.2

Goal # 4 Maintain and Improve Tenant Safety in Public Housing Properties

Objective #1: Continue to monitor the recently installed Cameras in all common areas and building exteriors for all public housing properties in order to deter any criminal activities

Objective #2: Maintain open communication with Lynchburg Redevelopment and Housing Authority Public Housing Residents

Goal #5 Maintain Excellent Rental Income Collection in all Public Housing Properties.

Objective #1: Obtain rent collection rate over 99%, by the continued efforts of the public housing managers, assistant managers in enforcing lease agreement and providing proper Non-Payment notices as required. Process tenant accounts receivable adjustments when the file is processed.

Goal #6 Target Available Resources to Families with Disabilities

Objective #1: Continue to make reasonable on-demand accessible modifications as a reasonable accommodation for resident disabled families.

Goal #7 Enhance Disaster Preparedness, Response, and Recovery Measures in Public Housing

Objective #1: Develop a detailed Disaster, Preparedness, Response and Recovery Plan.

Objective #2: Continue partnerships with area disaster response agencies, such as local fire department, law enforcement, and the American Red Cross, etc.

Objective #3: Consistently provide educational information to our employees and residents concerning disaster preparedness measures.

Objective #4: Make sure all tools and equipment used Pre-& Post snow storm are serviced as needed by our maintenance staff.

Goal # 8 Identify and Deploy Technology to Enhance Operational Effectiveness and Efficiency throughout the Agency

Objective #1: Convert physical tenant files into electronic document file (Paperless), within five (5) years.

Objective #2: Integrate more efficient communications with customers via email and sms text notification of appointments, important schedules or alert notifications.

Objective #3: Convert all Landlord files to paperless within five years.

B.2 **Goal #9 – Maintain high performer status with HUD under the Housing Choice Voucher Program.**

Objective #1:– Monitor the following 14 indicators closely to ensure achievement of the maximum points needed to maintain high performer status.

- Follow written policies in the Administrative Plan for the proper selection of applicants from the housing choice voucher waiting list
- Sound determination of reasonable rent for each unit leased at initial leasing, rent increases or when there is a decrease of 5% in the published FMR
- Accurate verification of adjusted income
- Perform utility allowance study in an annual basis and maintain an up-to-date schedule
- Ensure that the Quality Control Inspections performed during the fiscal year meet the minimum sample size required by HUD
- Enforce HQS by ensuring that any cited life-threatening HQS deficiencies were corrected within 24 hours and all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, stopping housing assistance payments when the deficiencies were not corrected on a timely basis beginning no later than the first of the month
- Increase landlord participation in an effort to better expand housing opportunities outside areas of poverty or minority concentration
- Establish payment standards within the range of the FMR required by HUD
- Perform annual reexaminations within at least 30 days prior to the annual reexamination.
- Ensure that rent calculation is accurate and errors are kept at a minimum by performing quarterly quality control checks
- Ensure that all newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract
- Perform annual HQS inspections of all units under lease on an annual basis
- Maintain Utilization at the highest possible level

Goal #10 – Increase the availability of decent, safe and affordable housing by applying for grants as funding becomes available.

Objective #1: – Apply for additional rental vouchers when available in order to assist a larger amount of needy families.

B.1 ***Goal #11 - Develop Strategies to Optimize Staff Performance and Productivity***

Objective #1: – Boost employee morale and help them develop a positive attitude by helping them increase their knowledge and sense of security.

- Provide and schedule professional training development for staff
- Cross train, coach and listen to suggestions
- Communicate clear goals and expectations
- Encourage open communication and feedback
- Create / Maintain team environment

Goal #12 – Increase Customer Satisfaction

- **Objective #1:** - The LRHA objective is to ensure the complete satisfaction of its residents, applicants, vendors and employees, while complying with regulations, policies and procedures by conducting a survey.

Goal #13 – Increase Fair Housing Awareness Regulations and Policy

- **Objective #1:** Continue to conduct annual Fair Housing Training for new employees and refresher courses for employees who have attended previous training in order to keep them informed of the latest changes in regulations.

Goal #14 - Maintain Communication and Collaboration with Partner Organizations

- **Objective #1:** Conduct semi-Annual meetings with the partner organizations for the implementation of the Mainstream program.
- **Objective #2:** Continue monthly meetings with Central Virginia Continuum of Care
- **Objective #3:** Continue quarterly conference calls with State Rental Assistance Program

Goal # 5 Major Work Items will be Completed through the Capital Fund Program

Objective #1: Work Items for 2020

Add additional security cameras at some of the sites.

Brookside replacement windows (possible phase 1)

Site improvements including all new site signs.

Dearington begin replacement/upgrades to HVAC systems (25)

Pressure wash buildings 3 sites

Dearington complete exterior painting

Dearington complete parking lot paving

B.2 **Objective #2:** Work Items for 2021

Brookside window replacement (phase 2 if necessary)
Replace appliances as needed
Replace roof Birchwood 500 building
Dearington continue with replacement/upgrades to HVAC systems (25)
Metal roof repairs Brookside
Sidewalk repairs Langview
Replace all site smoke detectors with 10 year devices

Objective #3: Work Items for 2022

Metal roof repairs Langview
Sidewalk repairs Brookside
Dearington continue with replacement/upgrades to HVAC systems (25)
Birchwood resurface basketball court
Birchwood repair/repave parking lots
Brookside repair replace geo-thermal lines (phase 1)

Objective #4: Work Items for 2023

Brookside repair replace geo-thermal lines (phase 2)
Dearington continue with replacement/upgrades to HVAC systems (25) completed
Remaining items still being developed

Objective #5: Work Items for 2024

Replace all site auto stop range hood fire suppression devices
Dearington water line repair/replace (25)
Remaining items still being developed

Goal #15-Ensure Equal Opportunity and Affirmatively Further Fair Housing

- **Objective #1:** Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.
- **Objective #2:** Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability.
- **Objective #3:** Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

1. Achieve high performer rating in the Public Housing Assessment System (PHAS). Increase overall score to > 90 at 12/31/2015. **The current PHAS score as of FY 2018 is 88. LRHA is striving to become a high performer in 2020.**

2. Increase rating for physical quality of LRHA's public housing (PASS) by 5 points. This includes achieving a score of >90 for each project. **The LRHA has increased its REAC scores in the 4 Public Housing Properties as follows: 86c for 13-1 Dearington; 87c for 13-3 Birchwood; and 86c for 13-4/5 Langview/Brookside. By implementing an inspection schedule that gets LRHA in all units twice a year, LRHA has been able to stay on top of work orders and the needs of the residents. Along with the bi-annual inspections, 45 day move in inspections are performed as well as special inspections when conditions merit. The maintenance department has improved their communications with the residents, maintenance has become more efficient in response time to work orders, and maintenance strives to have all sites REAC ready throughout the year. These measures have improved the quality of life for our residents, and have also improved the perception and appearance of LRHA properties.**

In addition, LRHA partnered with Ocean 10 Security and installed security cameras on all four of the sites. The cameras have provided LRHA residents with a sense of safety and security within their communities. Cameras have also allowed LRHA to monitor sites for other type problems and possible lease violations. LRHA has increased communication efforts with the Lynchburg Police Department and through these have made LRHA properties a safer environment for all.

The more frequent inspections have allowed LRHA to maintain the interior integrity of the units, and a more proactive approach to exterior and site conditions have allowed LRHA to show improvement with regard to REAC scores.

3. Maintain High Performer status for the Section Eight Management Assessment Program (SEMAP). **LRHA received a standard SEMAP score in 2019, but has improved to High Performer with a score of 93 in 2020 and we are awaiting HUD's letter as of this writing to confirm the score.**

4. Eliminate current audit finding for obtaining payroll reports for Davis Bacon compliance in construction contract files through Finance and Executive Director quality control review and final sign off of compliance. New procedures have been developed in response to the audit finding. **The most recent completed fiscal audit as of and for the year end dated 12/31/18 for the Lynchburg Redevelopment and Housing Authority was conducted by Dooley and Vicars, LLP, Certified Public Accountants. There were no findings in the most recent FY audit.**

B.3 5. Review all program policies and develop procedures to eliminate current Fair Housing findings to assure no further findings and attain full compliance with regulations and requirements.

The Lynchburg Redevelopment and Housing Authority has now eliminated all Fair Housing findings and is in full compliance with all regulations. Please see the following finding and remedy:

- ✓ Grievance Procedure for Title VI Complaints- [Form Completed](#)
- ✓ Outreach to Landlords- [Housing Navigator Hired](#)
- ✓ Ensure that Participants Landlords are Aware of Fair Housing Obligations [Website](#)
- ✓ Affirmative Marketing of LRHA Housing to Potential Residents- [Housing Navigator Hired](#)
- ✓ Fair Housing Training of LRHA Staff-[Conducted Annually](#)
- ✓ Analysis of Impediments to Fair Housing- Continue to Work collaboratively with the City of Lynchburg, provide a plan- [Complete and On-Going](#)
- ✓ Deconcentration of Poverty and Income Mixing- [Policy Updated and in the ACOP. Deconcentration Analysis Completed Annually and Submitted in the Annual Plan](#)
- ✓ Reasonable Accommodation Policy- [Form completed](#)
- ✓ Pet Policy- Updated and in the ACOP
- ✓ Accessibility of Units and Common Areas- [Completed 2016](#)
- ✓ Section 504 Training-[Completed](#)
- ✓ Self-Evaluation-[Completed](#)
- ✓ Needs Assessment and Transition Plan-[Completed](#)

6. Encourage more LRHA residents gain employment through collaboration with employment service providers. **Complete and On-Going.**

7. Seek opportunities to expand Lynchburg's affordable housing inventory in order to assist more low-income families. **The LRHA applied for a received 30 Mainstream Voucher from the U. S. Department of Housing and Urban Development to expand opportunities for the non-elderly, disabled, homeless persons in the City of Lynchburg and the four (4) surrounding counties. In addition, for the last six (6) years the LRHA has partnered with the Central Virginia Continuum of Care and received funding for permanent supportive housing for the Housing First Lynchburg program for 28 families.**

In order to lead housing activities in the City of Lynchburg, LRHA has been a Co-Chair of the Lynchburg Regional Housing Collaborative. This collaboration is a focused group of housing professionals within the City and includes: LRHA, City of Lynchburg, Lyn-CAG, Greater Lynchburg Habitat for Humanity and RUSH Homes. Through the relationships developed in this collaborative, LRHA approached RUSH Homes to create a partnership for developing additional affordable housing opportunities. RUSH Homes is a non-profit 501(c)3 and is a Virginia Department of Housing and Community Development and City of Lynchburg certified Community Housing Development Organization. All RUSH Homes multi-family housing developments are Earthcraft Certified which means they are highly energy efficient, have better indoor air quality, and are more durable.

- B.3** **Energy efficiency saves tenant families money in lowering their utility bills. The developer experience of RUSH Homes with the project management and grants management experience of LRHA will allow the partnership to recognize developer fees which will perpetuate the development of more affordable housing in the City of Lynchburg.**
8. Identify and/or attract more resources from the community to provide additional services for our residents. **The LRHA has hired a Housing Navigator to assist in creating and managing its Affordable Housing Resource Center which will provide centralized access to affordable housing resources in the City of Lynchburg, as well as renter education programs such as “How to be a Good Renter”, Financial Literacy, and Homeownership. The Housing Navigator will provide guidance in locating other life skills services as needed. The Housing Navigator will also provide landlord outreach and engagement services to develop a database of all affordable housing options in the City.**
9. Continue to encourage the establishment of an agency-wide resident council that would represent every complex through elected council members and support RC development of programs that will benefit all residents. **The LRHA reaches out to all the residents at each of the 4 developments on an annual basis to establish Resident Councils and each year there has been no interest or participation of the residents.**
10. Using Home funds partnered with LRHA Homeownership funds (where did homeownership funds come from), build 3 504/ADA accessible homes in 2015 to provide qualified public housing families Homeownership opportunities. Build 3 more 504/ADA accessible homes in 2017.
- Three (3) 504/ADA accessible homes have been built. LRHA sent letters to all public housing and Housing Choice Voucher families, but none qualified for the opportunity so LRHA partnered with Habitat for Humanity and they referred 3 qualified families. Currently, LRHA is building a three (3) bedroom home to rent to low income families when the home is completed in 2020.**
11. Encourage Homeownership counseling for public housing residents, through a partnership with Lyn-CAG and Habitat for Humanity, to allow families to determine if Homeownership is a goal for their family. **There were 5 Public Housing/Section 8 families referred to Lyn-Cag and Habitat for Humanity since 2017 to allow families to determine if Homeownership was a goal for them.**
12. Participate in the Central Virginia Continuum of Care as a Board and sub-recipient providing housing opportunities for the chronically homeless disabled. **LRHA participates in the Central Virginia Continuum of Care as a Board Member and is a recipient of HUD Continuum of Care funding administering a Permanent Supportive Housing Program-Housing First Lynchburg. Currently there are 28 families in the program. We are at capacity in the program and continue to expend all funding during the grant year. LRHA also hosts the Centralized Homeless Intake Access Coordinator in its main office.**

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

Please find attached VA013a01PolicyandCertifications for a copy of the LRHA's Violence Against Women Act Policy and Certifications that includes: 1) Notice of Occupancy Rights under the Violence Against Women Act; 2) Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking; 3) Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking; 4) and, Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documentation.

LRHA's Violence Against Women Act Policy is also inserted in the HCV Owners Packet that can be found on the website.

The LRHA has established partnerships and resources to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. The activities and resources include:

(1) The LRHA works in cooperation with the Lynchburg's Police Department's Domestic Victim/Witness Program who works with the Domestic Violence Prevention Center. Currently, there are two Domestic Violence Centers (shelters) that include: YWCA Mercy Home and Miriam's House. The YWCA of Central Virginia's Sexual Assault Response Program (SARP) is dedicated to providing free crisis intervention, support, advocacy, and information to survivors of sexual assault and abuse as well as to family members and friends. SARP also works to raise public awareness of sexual assault and personal safety. The program provides 24 hours a day, seven days a week services to residents of the City of Lynchburg. And, in addition, Thriveworks of Lynchburg, VA. provides domestic violence counseling services. The aforementioned organizations provide crisis intervention and advocacy services, including counseling, information and referral, safe shelter, transportation, emergency financial assistance, food and clothing, among other services to the victims of domestic violence and their dependents.

Violence Intervention and Prevention Services for Families are available. These programs focus on in home early intervention to prevent recurrence of abuse and neglect by empowering families while preserving child safety. The program works to prevent children being removed from their homes through the provision of a wide range of family preservation services. Individual treatment and family group counseling services are offered for family violence victims and batterers. The program also provides crisis intervention and assistance to victims of violent crimes, domestic crimes, counseling information and referral, safe shelter, transportation, emergency financial assistance, emergency food and clothing, and advocacy support

(2) any activities, services, or programs provided, to child or adult victims of domestic violence, dating violence, sexual assault, and stalking to obtain or maintain housing;

It is the policy of the LRHA to assist child or adult victims of domestic violence, dating violence, sexual assault, and stalking maintain housing by terminating the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence or stalking to family members or others without terminating the assistance or evicting victimized lawful occupants.

| | |
|-------------------|---|
| <p>B.4</p> | <p>(3) any activities, services, or programs provided or offered to prevent domestic violence, dating violence, sexual assault, and stalking.</p> <p>The LRHA distributes pamphlets from all of the above named programs regarding their services to all new clients receiving assistance under the Housing Choice Voucher Program and the Public Housing Program.</p> |
| <p>B.5</p> | <p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>In accordance with HUD regulations, (24 CFR 903.7®(3)(ii) and PIH Notice 1999-15), the LRHA has defined below the criteria that it will use for determining substantial deviation from its (5) year plan and significant amendment or modification to its Annual Plan.</p> <p><u>Criteria for “Substantial Deviation” from the (5) Year Plan includes:</u></p> <p>A major change to the LRHA (5) Year Plan pertaining to its mission, goals and objectives would constitute a “Substantial Deviation”. Creation of new programs, or major revisions or elimination of existing Housing Choice Voucher or Public Housing Programs or Services that have a fiscal impact of greater than 20% of the respective program budgets.</p> <p><u>Criteria for “Significant Amendment or Modification” of the LRHA Annual Plan program includes:</u></p> <ul style="list-style-type: none"> ➤ Changes that revises the LRHA’s mission, goals or objectives; ➤ Changes to rent or admission policies or organization of the waiting list; ➤ Additions of a Capital Fund Project or non-emergency work items that are not in the current annual statement or (5) Year action Plan in an amount equal to or greater than \$500,000.00; ➤ Changes in the use of replacement reserve funds under the Capital Fund program in an amount equal to or greater than \$500,000.00; ➤ Demolition, disposition, designation, Homeownership, RAD conversion, Capital Fund Financing, development, or mixed financing; Any other event or activity that the Authority’s Board of Commissioners determines to be a “Significant Amendment or Modification” <p><u>“Significant Amendments or Modifications” that <i>are not</i> defined as being significant include:</u></p> <ul style="list-style-type: none"> ➤ The transfer of work projects from one grant year to another in the Capital Fund Program (fungibility), which are included in the approved Capital Fund (5) Year Action Plan; ➤ The transfer of funds in the Capital Fund Program from one line item to another within the same grant year budget; ➤ Additional work projects funded by the Capital Fund Program not included in the (5) Year Action Plan, which have been deemed emergencies; |

| | |
|------------|--|
| B.5 | <ul style="list-style-type: none"> ➤ Any changes in the Housing Choice Voucher Administrative Plan or Public Housing Admissions and Continued Occupancy Policy, which are not specifically described in the HUD PHA (5) Year and Annual Plan or required PHA Plan elements; ➤ Changes that are required due o HUD mandates, regulations, federal statutes, state or local laws/ordinances or as a result of a declared national emergency or local emergency; ➤ Changes which are funded by sources other than federal funds will not require Plan amendment or modification. <p>A significant Amendment or Substantial Deviation/Modification as referenced in the Quality Housing and Work Responsibility Act of 1998, Section 511, (g), may not be adopted, other than at a duly called meeting of the governing board of the Public Housing Agency that is open to the public after a 45-day public notice; and be implemented, until notification of the amendment or modification is provided to the Secretary of the Department of Housing and Urban Development and approved.</p> |
| B.6 | <p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan? Pending Resident meeting and Public Hearing.</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>VA013b01ResidentMtgNoticeSignInSheets</p> |
| B.7 | <p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL</u>, <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> <p>Please see attached VA013c01FormHUD50077-SL for a signed Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan.</p> |

Instructions for Preparation of Form HUD-50075-5Y

5-Year PHA Plan for All PHAs

A. PHA Information [24 CFR §903.23\(4\)\(e\)](#)

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

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

B. 5-Year Plan.

- B.1 Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. ([24 CFR §903.6\(a\)\(1\)](#))
- B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR §903.6\(b\)\(1\)](#)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.
- B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. ([24 CFR §903.6\(b\)\(2\)](#))
- B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR §903.6\(a\)\(3\)](#))
- B.5 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.
- B.6 Resident Advisory Board (RAB) comments.**
- (a) Did the public or RAB provide comments?
 - (b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ([24 CFR §903.17\(a\)](#), [24 CFR §903.19](#))

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 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.
