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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>Vallejo Housing Authority</u> PHA Code: <u>CA055</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2014</u>																										
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>NA</u> Number of HCV units: <u>2,292</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 <u>NA</u> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2" style="width: 35%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) Included in the Consortia</th> <th rowspan="2" style="width: 20%;">Programs Not in the Consortia</th> <th colspan="2" style="width: 15%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 5%;">PH</th> <th style="width: 5%;">HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	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:					
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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: <i>Not Applicable - the VHA is not required to complete this section for FY2014. The VHA will submit with the 5-year Plan as required by HUD.</i>																										
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. <i>Not Applicable - the VHA is not required to complete this section for FY2014. The VHA will submit with the 5-year Plan as required by HUD.</i>																										

PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission;
- (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.

a) The following PHA Plan elements have been revised by the Vallejo Housing Authority (VHA) since the last Annual Plan submission:

- The VHA reinstated the local resident preference for wait list admissions
- The VHA revised its subsidy standards to 2 persons per bedroom

b) The VHA 5-Year and Annual Plans are available for review at the following locations:

- VHA office – 200 Georgia St. Vallejo, CA Office hours are Monday through Thursday from 9:00 A.M. to 4:00 P.M.
- VHA website at www.ci.vallejo.ca.us

PHA Plan Elements:

1. Eligibility, Selection and Admission Policies, including Demolition and Wait List Preferences

For regular HCV funding, the VHA uses a preference system to determine placement on the Section 8 Wait List. Applications are selected from the list based on preferences that include Vallejo residency and displaced by catastrophic disaster. Applications with the same preference rating are placed on the list by date and time of application. When funding is available, names are pulled from the list and eligibility is determined based on HUD's regulations. For a detailed explanation of VHA policies governing the above, please refer to the Administrative Plan.

2. Financial Resources

Resources available to the VHA to address identified needs include the Housing Choice Voucher Program and HUD Family Self-Sufficiency Coordinator grant totaling approximately \$22,700,000 annually.

3. Rent Determination Policies

The VHA's policy for determining the amount of rental assistance is based on family income and the Voucher Payment Standard according to HUD regulations. The Payment Standard is currently set at 95% of the area Fair Market Rent (Fair Market Rents are determined by HUD and are the gross rent including utilities based on regional conditions). The Payment Standard is evaluated at least annually to determine adequacy. For a detailed explanation of VHA policies governing the above, please refer to the Administrative Plan.

4. Operations and Management Policies

The VHA operates the Housing Choice Voucher rental assistance program according to HUD regulations. The VHA collaborates with informational, referral and supportive services provided by other departments within the City of Vallejo and other community agencies that connect resources with economically disadvantaged members of the community.

5. Grievance Procedure

The VHA has established an Informal Hearing process for families participating in the Housing Choice Voucher Program (HCV). When the VHA determines a family is in violation of program regulations and/or VHA policy, termination of their HCV assistance is proposed. The family has the right to request an Informal Hearing in accordance with HUD regulations. A Hearing Officer who is not involved in the daily operations of the VHA conducts the Hearing. Both the family and the VHA present their case to the Hearing Officer, whose decision is final, unless the decision is against HUD regulations or outside the scope of the Hearing. For a detailed explanation of VHA policies governing the above, please refer to the Administrative Plan.

6. Designated Housing for Elderly and Disabled Families – Not applicable – the VHA does not administer any public housing units.

7. Community Service and Self-Sufficiency - Not applicable – the VHA does not administer any public housing units.

8. Safety and Crime Prevention - Not applicable – the VHA does not administer any public housing units.

9. Pets - Not applicable – the VHA does not administer any public housing units.

10. Civil Rights Certification

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. A Housing Authority Board Resolution will accompany the Annual Plan that is submitted to the local HUD field office in hard copy.

11. Fiscal Year Audit

A copy of the most recent fiscal year audit has been sent to HUD as required by HUD regulations. A copy is available for public review at the VHA office.

12. Asset Management - Not applicable – the VHA does not administer any public housing units.

13. Violence Against Women Act (VAWA)

The Violence Against Women Act (VAWA) requires the PHA's five-year and annual plans to contain information regarding any goals, activities, objectives, policies, or programs of the PHA that are intended to support or assist victims of domestic violence, dating violence, sexual assault, or stalking. The VHA's goals, activities, objectives, policies and programs regarding VAWA are summarized as follows:

- The VHA will continue maintaining compliance with all applicable legal requirements required by VAWA
- The VHA will continue to develop its Housing Choice Voucher program policies and procedures as needed to implement the requirements of VAWA
- When denying or terminating assistance, the VHA will take into consideration if the reason for the criminal activities, lease violations or other violations are a direct result of a family member being the victim of domestic violence
- The VHA has trained staff on the rights and protections afforded under VAWA and will continue to provide training to new staff
- The VHA provides a definition of domestic violence, dating violence and stalking in new HCV participants' briefing packets. These definitions and other VAWA information is also available to the public in the VHA lobby
- The VHA's Administrative Plan has three chapters that include information regarding VAWA (Chapters 3, 12, and 16) that include information on the following VHA policies: Prohibition Against Denial of Assistance to Victims of Domestic violence, Dating Violence and Stalking; Terminating the Assistance of Domestic Violence, Dating Violence, or Stalking; and Notification to Participants Regarding Applicable Provisions of the Violence Against Women Reauthorization Act of 2005
- The VHA, as part of the City of Vallejo's Housing and Community Development Division, will continue to work with LIFT3, a nonprofit domestic violence support organization, to provide transitional housing and supportive services to women who are victims of domestic violence

6.0

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p><i>The VHA does not administer any public housing units; therefore, questions related to HOPE VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, and Conversion of Public Housing do not apply</i></p> <p><i>The VHA has ceased to offer Homeownership as an option for Housing Choice Voucher (HCV) holders for FY2014 due to budget constraints. The VHA currently has 13 HCV holders participating in the HCV Homeownership program.</i></p> <p><i>The VHA is not considering increasing the number of project-based vouchers during FY14. The VHA currently administers 21 project-based vouchers through a contract with Avian Glen Apartments.</i></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p><i>Not Applicable – the VHA does not administer any public housing units; therefore, this section does not apply.</i></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> <p><i>Not Applicable – the VHA does not administer any public housing units; therefore, this section does not apply.</i></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> <p><i>Not Applicable – the VHA does not administer any public housing units; therefore, this section does not apply.</i></p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><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> <p><i>Not Applicable – the VHA does not administer any public housing units; therefore, this section does not apply.</i></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.</p> <p><i>The VHA is a High Performing PHA; therefore, the VHA is not required to complete this section for FY2014. The VHA will submit with the 5-year Plan as required by regulation.</i></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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p><i>The VHA is a High Performing PHA; therefore, the VHA is not required to complete this section for FY2014. The VHA will submit with the 5-year Plan as required by regulation.</i></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.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p><i>The VHA is a High Performing PHA; therefore, the VHA is not required to complete this section for FY2014. The VHA will submit with the 5-year Plan as required by regulation.</i></p>

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- 11.0 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.
- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
 - (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) – *Not Applicable; the VHA does not receive CFP grants*
 - (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) *Not Applicable; the VHA does not receive CFP grants*
 - (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) *Not Applicable; the VHA does not receive CFP grants*
 - (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) *Not Applicable; the VHA does not receive CFP grants*
 - (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, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) – *Not Applicable; the VHA does not receive CFP grants*
 - (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) – *Not Applicable; the VHA does not receive CFP grants*