

Streamlined Annual PHA Plan (Small PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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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, 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-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer 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.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and 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: _____ PHA Code: _____</p> <p>PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performer</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): _____</p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Public Housing (PH) Units _____ Number of Housing Choice Vouchers (HCVs) _____</p> <p>Total Combined _____</p> <p>PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual 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 of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at 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><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;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">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> <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:																	
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B.	Annual Plan Elements Submitted with 5-Year PHA Plans. Required elements for all PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a PHA is not submitting its 5-Year Plan. See Section C for required elements in all other years (Years 1-4).
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Five-Year PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p>
B.2	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p>
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p>

C.	Annual Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a PHA is submitting its 5-Year PHA Plan.
C.1.	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year? Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods. <input type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development. <input type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition. <input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance. <input type="checkbox"/> <input type="checkbox"/> Project Based Vouchers. <input type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
C.2	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p>Form 50077-SM, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, including Item 5 must be submitted by the PHA as an electronic attachment to the PHA Plan. Item 5 requires certification on whether 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.</p>
D	Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.
D.1	<p>Civil Rights Certification.</p> <p>Form 50077-SM-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
D.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>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>
D.3	<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>
E	Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
E.1	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.

Instructions for Preparation of Form HUD-50075-SM Annual Plan for Small and High Performing 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. PHAs must complete this section during years where the 5-Year Plan is also due. (24 CFR §903.12)

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.”

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. 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 and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. [24 CFR §903.7\(a\)\(1\)](#) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. [24 CFR §903.7\(a\)\(2\)](#)(ii) and 24 CFR §903.12(b).

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. 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 maintaining 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\(d\)](#))

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and 24 CFR §903.12(b).

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. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

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 or discretionary policies 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 name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI 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 name, 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. Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Conversion of Public Housing. 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))

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) 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.

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

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))

C. Annual Plan. PHAs must complete this section during years where the 5-Year Plan is not due. (24 CFR §903.12)

C.1 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. Describe any public housing 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; 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. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Conversion of Public Housing. 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. 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 assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm)

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) 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.

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).

C.2 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 form HUD-50077 SM-HP.

D. Annual Plan. PHAs must complete this section in all years.

- D.1 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, 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 AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. ([24 CFR §903.7\(o\)](#))
- D.2 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](#))
- D.3 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))

E. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR 903.7 \(g\)](#))

- E.1 Capital Improvements.** 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 Section C. 8.0 of the PHA Plan Template: "See HUD Form 50075.2 approved by HUD on XX/XX/XXXX."

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. 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.

Public reporting burden for this information collection is estimated to average 16.64 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.

Annual Plan Attachment

Section B.1 Annual Plan Element Changes FY17

Voucher Extension (2016): A voucher will be issued for a maximum of 120 days for extenuating circumstances and be increased to a maximum of 180 days for a reasonable accommodation. If the voucher is not leased up, the voucher automatically expires and the participant is not entitled to a hearing if the voucher has expired;

Family Self Sufficiency Interim Disbursement (2016): The FSS interim disbursement policy was changed so that a family is only entitled to one interim disbursement instead of two and the interim disbursement must be used toward accomplishing the family's goals. The interim disbursement cannot be used to pay off debt.

Utilities (proposed): The AAHC owns and manages 18 properties and the AAHC includes the water sewer and trash removal expenses in the rent. However, the gas and electric responsibility varies by property. Miller Manor is the only property that also includes gas and electric in the rent. Baker Commons is the only property that includes gas in the rent but electricity must be paid for by the tenant. All of the other properties require the tenant to contact DTE to put the gas and electric utilities in the tenant's name and the tenant pays those bills directly.

The AAHC is considering changing the utilities so that all of the utilities are paid for by the AAHC at all properties and the rent will be increased to include all the utilities. The AAHC typically has about 15 families at any given time that either cannot get DTE in their name due to previous non-payment or the tenants stop paying their utility bill and the utility gets shut off and is automatically turned on in the AAHC name instead. Because these tenants are currently required to have utilities in their name, if they are not able to get DTE to transfer the utilities back in their name, they can be evicted.

It does not make sense for the AAHC to evict people due to a utility shut-off if the AAHC can pay the utilities and include utilities in the rent. All tenants pay 30% of their gross adjusted income on rent and utilities, which is known as the Total Tenant Payment (TTP). The TTP will not change for tenants. However, tenants will be paying their entire TTP to the AAHC instead of part of the TTP for rent and part of it for utilities. Consequently, tenants who currently receive a utility payment from the AAHC to help pay for utilities will no longer get the utility payment, because the AAHC will be paying for all of the utilities.

There are pros and cons to this change. The pro is that tenants will no longer have their utilities shut-off and will no longer be evicted for not having utilities in their name. In the short-term this change will cause additional work for the AAHC but in the long-term the income certification and rent determination will be streamlined because the entire TTP will be paid to the AAHC. And, the AAHC will no longer have to send out utility checks to tenants. The con is that there is no incentive for tenants to save energy costs and energy costs may be higher for the AAHC than tenants are currently paying. Currently, the AAHC hires a consultant to determine the average utility usage by property and apartment size and each apartment is given a utility allowance. If a tenant conserves energy and the utility bill is lower than the utility allowance, then the tenant saves money. If the tenant's utility bill is higher than the utility allowance, then the tenant pays more on utilities than expected.

Waitlist (proposed):

The following regulations apply to waitlist preferences in the Voucher program

§ 982.207 Waiting list: Local preferences in admission to program.

(a) Establishment of PHA local preferences.

(1) The PHA may establish a system of local preferences for selection of families admitted to the program. PHA selection preferences must be described in the PHA administrative plan.

(2) The PHA system of local preferences must be based on local housing needs and priorities, as determined by the PHA. In determining such needs and priorities, the PHA shall use generally accepted data sources. The PHA shall consider public comment on the proposed public housing agency plan (as received pursuant to § 903.17 of this chapter) and on the consolidated plan for the relevant jurisdiction (as received pursuant to part 91 of this title).

(3) The PHA may limit the number of applicants that may qualify for any local preference.

(4) The PHA shall not deny a local preference, nor otherwise exclude or penalize a family in admission to the program, solely because the family resides in a public housing project. The PHA may establish a preference for families residing in public housing who are victims of a crime of violence (as defined in 18 U.S.C. 16).

(b) Particular local preferences -

(1) Residency requirements or preferences.

(i) Residency requirements are prohibited. Although a PHA is not prohibited from adopting a residency preference, the PHA may only adopt or implement residency preferences in accordance with non-discrimination and equal opportunity requirements listed at § 5.105(a) of this title.

(ii) A residency preference is a preference for admission of persons who reside in a specified geographic area (“residency preference area”). A county or municipality may be used as a residency preference area. An area smaller than a county or municipality may not be used as a residency preference area.

(iii) Any PHA residency preferences must be included in the statement of PHA policies that govern eligibility, selection and admission to the program, which is included in the PHA annual plan (or supporting documents) pursuant to part 903 of this title. Such policies must specify that use of a residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family.

(iv) A residency preference must not be based on how long an applicant has resided or worked in a residency preference area.

(v) Applicants who are working or who have been notified that they are hired to work in a residency preference area must be treated as residents of the residency preference area. The PHA may treat graduates of, or active participants in, education and training programs in a residency preference area as residents of the residency preference area if the education or training program is designed to prepare individuals for the job market.

(2) Preference for working families. The PHA may adopt a preference for admission of working families (families where the head, spouse or sole member is employed). However, an applicant shall be given the benefit of the working family preference if the head and spouse, or sole member is age 62 or older, or is a person with disabilities.

(3) Preference for person with disabilities. The PHA may adopt a preference for admission of families that include a person with disabilities. However, the PHA may not adopt a preference for admission of persons with a specific disability.

(4) Preference for victims of domestic violence, dating violence, sexual assault, or stalking. The PHA should consider whether to adopt a local preference for admission of families that include victims of domestic violence, dating violence, sexual assault, or stalking.

(5) Preference for single persons who are elderly, displaced, homeless, or persons with disabilities. The PHA may adopt a preference for admission of single persons who are age 62 or older, displaced, homeless, or persons with disabilities over other single persons.

(c) Selection among families with preference. The PHA system of preferences may use either of the following to select among applicants on the waiting list with the same preference status:

(1) Date and time of application; or

(2) A drawing or other random choice technique.

(d) Preference for higher-income families. The PHA must not select families for admission to the program in an order different from the order on the waiting list for the purpose of selecting higher income families for admission to the program.

(e) Verification of selection method. The method for selecting applicants from a preference category must leave a clear audit trail that can be used to verify that each applicant has been selected in accordance with the method specified in the administrative plan.

The AAHC last opened its waitlist for the voucher program in 2012. Waitlist applications were only accepted on-line, unless a household requested an accommodation. The AAHC received 15,512 applications from all over the United States. The AAHC did not have any preferences and the computer randomly selected 500 households to be on the voucher waitlist. The AAHC currently has 372 households left on the voucher waitlist. Below is a chart showing the number of Washtenaw County

residents who applied to the 2012 voucher waitlist and the categories they self-selected on the application.

Washtenaw County	3651
disabled	899
disabled and elderly	64
disabled and near elderly	60
elderly	115
near elderly	114
elderly and near elderly	2
homeless	743
homeless and disabled	161

The AAHC last opened its waitlist for public housing in 2009. The waitlist was first-come, first served and applications had to be submitted in person. The AAHC received 800 applications. The AAHC currently has 256 households on its public housing waitlist, which opened in 2009. The public housing waitlist is organized by bedroom size because when an apartment becomes available, only families that match the bedroom size of the apartment are eligible. Tenant self-selects the bedroom size when applying and the AAHC verifies all eligibility, including bedroom size when the family is pulled from the waitlist. The AAHC has pulled every 4 & 5 bedroom family from the waitlist to fill the apartments at West Arbor. There are currently only 1-3 bedroom households on the public housing waitlist.

The voucher waitlist is not organized by bedroom size because a voucher can be used on any size apartment. The AAHC must offer the next available 4 & 5 bedroom public housing (and affordable housing) apartments to the large families on its voucher waitlist before opening up a new waitlist for 4 & 5 bedroom households. If a household on the voucher waitlist decides to move into a public or affordable housing apartment, the household still gets to maintain its position on the voucher waitlist.

1) The AAHC wants to make the application process consistent between the public housing and voucher programs. The public housing waitlist is through a hard copy application and the voucher waitlist is through an on-line application.

There are pros and cons to each process. The hard copy application process can be more burdensome for families to physically get to the AAHC office and fill out an application. If the AAHC uses a hard copy application, the applications are date and time stamped in the order they are received. Long lines and fights have occurred at other housing commissions when the waitlist has opened. An on-line application reduces the physical burden but does require an applicant to access a computer. The AAHC will provide assistance to walk-in applications as a reasonable accommodation for the on-line application process. The current on-line process accepts all applications during a specific time frame (such as a 48-hour period) and then 500 applications are randomly selected from the group, which gives all applicants an equal opportunity to be selected.

The on-line process requires the AAHC to purchase \$15,000 in computer software to manage the process. Whereas a physical application requires the AAHC to hand enter all applications into the software package. The on-line application process enables families all over the United States to be notified that the waitlist is open, whereas a hard copy process tends to keep the applicants local.

2) The Administrative Plan currently includes language that combines project-based voucher waitlist with the housing choice voucher waitlist once all of the public housing units have converted under RAD and there is no longer a public housing waitlist. The AAHC is proposing that after all the households on the public housing waitlist are housed, that a separate project-based voucher be maintained separate from the housing choice voucher. The primary reason is that the project-based voucher is site-specific and apartment-size specific. I.e. when there is a vacancy, the vacancy is for a specific-sized apartment and the next eligible family of a specific-family size and composition must be selected from the waitlist.

Consequently, many families with a family size and composition that does not match the available unit must be passed over until a matching family is found. This process requires the AAHC to contact the same families on the top of the waitlist multiple times, whenever an apartment becomes available. The family must provide current documentation regarding the families size and composition each time. And if the family is not the correct match for the apartment size available, the family must go back on the waitlist. On the other hand, the housing choice voucher waitlist is not site specific and it does not matter what the size and composition of the family is to be eligible for the next available voucher.

It is confusing for the families on the waitlist and for the AAHC staff to combine these two very different waitlist processes. Therefore, the AAHC is proposing that a separate project-based voucher waitlist should be established instead of combining it with the housing choice voucher waitlist.

3) In addition, the AAHC is proposing to change the waitlist preferences for the voucher program. The voucher program currently does not have any preferences except a homeless preference. The AAHC is considering adding a preference for households with a disabled household member and a geographic preference for families who live and/or work in Washtenaw County. The AAHC is proposing that a Washtenaw County preference be worth 2 points and disability preference be worth 1 point. The intention is to provide disabled Washtenaw County households the highest preference, then other Washtenaw County residents, and then disabled households from other jurisdictions. The homeless preference will not be given any points because the AAHC maintains an open waitlist for homeless households because it is too difficult to find a homeless household 2, 3, 4 or more years after being on the regular waitlist.

4) Finally, the AAHC is proposing clarification of its preference policy for homeless households, both for public housing and the voucher program. The AAHC currently has a homeless preference for both programs and the AAHC only takes referrals from the local HUD-designated Housing Assessment and Resource Agency (HARA), which is currently the Salvation Army. The Salvation Army serves as a central intake and assessment center for all homeless households in Washtenaw County. The AAHC has signed an agreement with the Salvation Army and all of the local shelter, housing and service providers for homeless households that receive Continuum of Care funds from HUD, to participate in this centralized assessment and referral process. In addition, the AAHC at the discretion of the Executive Director, can consider providing involuntarily displaced households through weather disasters, fire, domestic violence or other reasons under the homeless preference without going through the local HARA.

It is expected that when the AAHC opens its waitlists on-line, there will again be many thousands of applicants. The AAHC will not be able to manage a 15,000 household waitlist and will randomly select 500 households from those households with the highest points from meeting the preferences. If there are more than 500 households that are disabled Washtenaw County residents, then the 500 household waitlist will be selected randomly from all of the disabled Washtenaw County applicants. If there are less

than 500 disabled Washtenaw County residents, then the remaining 500 household waitlist will be randomly selected from Washtenaw County residents and so on.

HUD Proposed or Enacted Changes

Income Calculation:

- After the first year of assistance, the PHA will be required to use the prior year income for participants
- Adjustments will be available to reflect current income

Exclude Imputed Asset Income unless assets are more than \$50,000

Elderly/Disabled Families

- Instead of calculating medical expense deductions in excess of 3% of annual income, the PHA will only be able to deduct expenses over 10% of annual income
- The PHA will be required to provide exemptions in case of Hardship
- The allowance will be increased from \$400 to \$525 annually

Initial Inspections

- This rule will allow authorization for families to move in to an authorized unit before initial inspection provided that the unit has passed an inspection within the last 24 months.

Interim Inspections

- Decreases will only be required if the rent will go down by 10% or more
- Increases will be required any time the rent will increase by 10% or more

Asset Cap of \$100,000 will be imposed

PHA's will be required to provide preference to US citizens or nationals before any alien otherwise eligible

PHA's will have the option of terminating tenancy for residents whose annual income has exceeded the 120 % of Fair Market Rent for 2 years

VAWA Protections

- Final Rule Published 11/16/16, to take effect 12/16/16
- Continues existing VAWA protections
- Allows survivors to move if they fear for their life and safety (Already AAHC policy)
- Prohibits denial, termination, or eviction resulting from being a victim of DV (Already AAHC policy)
- Survivors may self-certify to exercise VAWA rights, PHA does not have to 3rd party verify DV

PHA oriented Changes

- Increase allowable % of project based voucher and extend contract terms
- HUD will provide data for utility usage in area to calculate utility allowances
- Changes to calculation of Administrative Fees, using 6 variables: Program size, wage rates, benefit load, % of households with earned income, new admission rate, and %of families that live far from PHA headquarters
- Resource page for new admin fee formula created
- RAD HAP contract effective dates expanded
- HUD released 2 tools to provide guidance in regards to RAD funding in the initial year

Enacted Changes

- Reasonable accommodation payment standard- enacted 3/8/16 PHA's may establish policy without HUD approval to allow a Payment standard of up to 120% fair market rent as a reasonable accommodation to persons with a disability
- HUD will only publish "final" versions of Fair Market Rents, although PHAs and the public may comment on them before they take effect
- Expanded Family Unification Program eligibility and time limits

- ▶ HUD expanded definition of *independent student* to meet that used by the Department of Education

THIS INFORMATION WAS COPIED FROM A NAN MCKAY ALERT SENT TO THE AAHC. In the January 18, 2017 *Federal Register*, “HUD published a notice implementing several of the provisions of the Housing Opportunity through Modernization Act (HOTMA) that impact the housing choice voucher (HCV) and project-based voucher (PBV) programs... The first sections of the notice address:

- Allowing PHAs to approve tenancy and commence HAP payments when a unit fails HQS, but only if it has non-life-threatening deficiencies.
- Authorizing occupancy prior to inspection if the unit passed under an alternate inspection within the previous 24 months.
- Amending the definition of *units owned by the PHA* so that the unit is PHA-owned only if unit is in a project that is: owned by the PHA, owned by an entity wholly controlled by the PHA, or owned by an LLC or limited partnership in which the PHA or entity wholly controlled by the PHA holds a controlling interest in the managing member or general partner.

The notice also addresses numerous statutory changes to the project-based voucher (PBV) program set forth under HOTMA, covering implementation requirements for the following:

- Changing the terminology in the statute from “structure” to “project.”
- Changing the PHA HCV program limitation on PBV vouchers from a 20 percent funding limitation to a 20 percent unit limitation calculation and allowing for additional project-basing of vouchers by raising the limit an additional 10 percent for homeless families, families with veterans, supportive housing for persons with disabilities or elderly persons, or in areas where vouchers are difficult to use.
- Changing the income-mixing cap on the number of PBV units in a project to be the greater of 25 units in a project or 25 percent of the units in a project (the project unit cap), and making changes to the categories of PBV units that are excepted from this project unit cap.
- Allowing the PHA to provide for an initial PBV contract of up to 20 years and to further extend that term for an additional 20 years.
- Allowing the PHA to establish a selection preference for families who qualify for voluntary services, including disability-specific services, offered in conjunction with assisted units, provided that the preference is consistent with the PHA plan.
- Allowing the PHA to attach assistance to structures in which the PHA has an ownership interest or control without following a competitive process.
- Allowing PHAs to project-base HUD–VASH and FUP vouchers in accordance with statutory and regulatory requirements of the PBV program without additional requirements for approval by HUD.

The implementing requirements set forth in this notice become effective **April 18, 2017.**”

2017 Planned Financial Sources and Uses		
Federal Sources:	Planned (Est.)	Planned Uses
Public Housing Operating Funds	\$171,000	Public Housing Operations
Public Housing Capital Fund CFP501-17 Grant Estimated	\$81,000	RAD Conversion
Housing Choice Voucher/S8 HAP Grant	\$12,000,000	HCV and PBV HAP Expenses. Including RAD PBV and VASH
Housing Choice Voucher/S8 Admin Fees	\$1,200,000	S8/HCV Admin Expenses
Continuum of Care	\$2,500,000	Rent and Services
Family Self Sufficiency	\$138,000	Family Self Sufficiency program
Other (Interest Income, Fraud Recovery)	\$65,000	Restricted
Non-federal sources (list below)		
City of Ann Arbor General Fund	\$265,000	Operations and Services
Tenant Rental Income	\$100,000	Housing Operations
AAA1B	\$12,000	Baker Food Program
City of Ann Arbor General Fund	\$383,000	Operations Voucher, Public Housing and Central Office
Other Revenue	\$700,000	Operations Voucher, Public Housing and Central Office
Total resources	\$17,615,000	

Section B.2 and C.1 New Activities

Conversion of Public Housing under the Rental Assistance Demonstration Program: The AAHC is continuing to convert 100% of its properties under the RAD program to project-based vouchers. Below is the plan for each property site:

RAD Project	Public Housing Property Name	Property Type	Current Public	Proposed Total Units	Proposed RAD Units	Proposed Non-RAD Units	Net Change (from Public)

			Housing Units			Housing to RAD)	
Phase 1	S. Seventh	Family	8	8	8	-	-
	Hillside	Family	6	6	6	-	-
	Mallet's Creek	Family	6	6	6	-	-
	Upper Platt	Family	5	5	5	-	-
	Evelyn Court	Family	1	-	-	-	(1)
Phase 2	S. Maple	Family	29	29	29		
	Miller	Family	103	106	91	15	(12)
Phase 3	N. Maple Estates	Family	19	42	27	15	8
	N. Maple Duplexes	Family	4	4	4	-	
Phase 4	Lower Platt	Family	4	32	20	12	16
	White/State/Henry	Family	28	32	24	8	(4)
	Oakwood	Family	3	3	0	3	(3)
	W. Washington	Family	2	2	0	2	(2)
Scattered Sites			23	23	23	-	-
	Green Baxter	Family					
	Baker	Family	64	64	64	-	-
	Hikone	Family	29	29	29	-	-
Demo/Dispo	Broadway	Family	20	20	0	20	(20)
Total Units			354	411	336	75	(18)

The conversion of public housing units under RAD to Voucher units, either under the project-based voucher (PBV) program will shift the converted units into a different regulatory program. As a result, the RAD converted units will no longer be subject to public housing portions of our agency's annual plans. They will, however, become subject to the rules of the applicable voucher program, as modified by a few rules specific to RAD converted units.

Below is an update on the status of these 5 RAD projects:

Phase 1 – South Seventh, Hillside, Mallet’s Creek, Upper Platt, Evelyn – Family Developments

Under Renovation. Evelyn will be purchased by Habitat for Humanity of Huron Valley

Phase 2 – South Maple, Miller Properties – Family Developments

Completed

Phase 3 – North Maple Estates, North Maple Duplexes - Family Developments

Under Construction

Phase 4 –White/State/Henry, Lower Platt, Oakwood, W. Washington - Family Developments

Under the RAD conversion of the Phase 4-properties, 32 current public housing units will be demolished and replaced with 64 affordable housing units including 32 RAD units and 32 project-based voucher units. One of the units at W. Washington will transfer its RAD assistance to the properties at White/State/Henry and Lower Platt but West Washington will continue to provide affordable housing with non-RAD vouchers. Oakwood will be converted to non-RAD affordable units through a de minimis reduction but will continue to operate as affordable housing with vouchers. W/S/H will reduce two 2-bdr units under de minimis. The current and post conversion unit information is:

Unit Type	Number of Bedrooms	Current PH Units	Proposed RAD Units	Proposed Non-RAD Units
Family	1 BR	28	28	3
Family	2 BR	14	12	9
Family	3 BR	0	0	6
Family	4 BR	0	0	2
Family	5 BR	7	4	0
Total		49	44	20

NOTE: The AAHC has applied for Low Income Housing Tax Credits 3 times unsuccessfully, which is the only source of revenue large enough to enable the redevelopment of these properties. The AAHC is considering several alternative plans including **Section 18 Demolition/Disposition and continuing to manage the properties as public housing.

Scattered Sites (East) – Green Baxter, Baker, Hikone Properties, Family Developments

Completed

Demo/Dispo - Broadway

Broadway will either continue to provide affordable housing with non-RAD vouchers or will be sold and the proceeds will be used to support the redevelopment of White/State/Henry and Lower Platt in Phase IV.

Turnkey III: - Garden

The AAHC has one house on Garden Circle that was previously in the Turnkey III program which no longer exists. The AAHC will be officially removing this house from PIC with HUD but will continue to operate it as affordable housing through the voucher program.

Project-Based Vouchers: The AAHC will be issuing another Project-Based Voucher RFP in 2017 for projects in the City of Ann Arbor that serve extremely low-income households, homeless, and disabled households.

Section B.5 Progress Report

Please see the 4 goals from FY 15 – FY 19 Plan with a progress report for each goal

- 1) *Complete Redevelopment of all public housing units to Project Based Vouchers through the Rental Assistance Demonstration (RAD) project*

The AAHC has been approved by HUD to redevelop all of its public housing to project based vouchers under the RAD program. Phase 1 is under renovation. Phase 2 is completed. Phase 3 has received financing, closed with HUD and is under construction. Phase 4 is seeking financing. Phase 5 (scattered sites above) is completed.

- 2) *Develop new affordable housing*
 - a. *At existing public housing sites*
 - b. *New properties*

The AAHC received site plan approval for 3 RAD properties to demolish and build new housing. The Phase 3 location at N. Maple is adding 23 apartments. The Phase 4 location at White/State/Henry will be adding 4 apartments. The AAHC purchased a property adjacent to Lower Platt to expand the site plan and add 28 more apartments.

- 3) *Increase the number of Project-Based Vouchers in the City of Ann Arbor and other communities in Washtenaw County that have a strong economic base and public transportation.*
 - a. *Issue a Request for Proposal for to project-base up to 20% of the AAHC's budget authority in order to de-concentrate poverty and expanding housing and economic opportunities for very low-income and special needs households in the City of Ann Arbor. It is projected that about 200 vouchers will be converted to project-based vouchers.*

The AAHC issued a RFP to project-base vouchers in the City of Ann Arbor and received applications for 218 project based vouchers and approved 183 units. The AAHC will be issuing another Project-Based Voucher RFP in 2017.

- 4) *Increase supportive housing for residents with complex needs spanning from homelessness, mental illness, substance use disorders, and/or other physical/mental disabilities.*
 - a. *Increase support services for tenants in affordable housing and voucher program*
 - b. *Through community partnerships*
 - c. *Additional funding sources*

The AAHC partnered with Avalon Housing, Ozone House, and Washtenaw County Community Mental Health to provided housing and services to chronically homeless individuals and families through the HUD Continuum of Care program. The partners applied for funding to house and provide services for 129 households and were awarded

\$1,690,235 in annually renewable funding for 129 households in FY16. A minimum of 59 of these households will be housed at AAHC properties and Avalon, WCCMH and Ozone House will be providing on-site services. These funds have enabled Avalon to provide 24/7 services at Miller Manor.

The AAHC is partnering with SOS to hire a case manager to help AAHC voucher tenants to help them to maintain their vouchers. The program has received funding from Religious Action for Affordable Housing (RAAH) and Coordinated Funding to hire a full-time case manager for a 2-year PILOT program.

The AAHC is partnering with CAN (Community Action Network) to apply for funding to provide on-site community center services at the new Lower Platt Community Center.

Section D.2 Resident Advisory Board

The Resident Advisory Board (RAB) met on November 29, 2016 to discuss proposed changes to the Administrative Plan for the Voucher Program and the ACOP for Public Housing. Members who attended the meeting were: Tammy Weatherspoon, Lee Ketzner, Travis Peterson, Nakisha Hudgins, Niquiera Herron, Kelly France, Endalyn Ogden, Brandy Hill, Kim Pitts, Schanna Ellison, Stephen Crano, Pamela Ray, LaDawn Walton, Isha Edmonds, Deanna Boer, and Roben Barker.

RAB questions and comments about Section B.1 Annual Plan Element Changes.

1) Voucher Extension.

- a. **RAB Question:** When does the voucher start? **AAHC Response:** The voucher starts on the day it is issued. If the participant already has a voucher and is living in an apartment that the voucher is subsidizing, if the voucher expires before the participant leases up with a new qualified apartment, then the participant can continue to stay where they live with a voucher subsidy. If an applicant is issued a voucher and the voucher expires before the applicant leases up with a qualified apartment, then the applicant will lose the voucher.
- b. **RAB Comment:** There are not enough houses available to rent – there are mostly apartments and townhomes.

2) Family Self Sufficiency Interim Disbursement

- a. **RAB Question:** If you live in AAHC housing, can you continue to live there after you graduate from the FSS program? **AAHC Answer:** The goal of the FSS program is to help participants become self-sufficient which includes no longer needing welfare assistance or rental assistance for at least 6 months. Under the tenant-based voucher program, if a participant no longer needs rental assistance for 6 months, the participant is terminated from the voucher program and continues paying the full rent on their apartment. Under the AAHC's project-based voucher program, if the participant no longer needs rental assistance, their rent increases to 30% of their income but they are not required to move out. HUD has been discussing adopting a policy that requires over-income tenants to move out of public housing.
- b. **RAB Question:** If I have a minor goal of completing school and a major goal of buying house, what if I cannot buy a house until I pay down my debt. Why can't I get an interim disbursement so I can pay off my debt so I can buy a house? **AAHC Answer:** Interim disbursements are intended to provide realistic assistance to accomplish a goal. If a

participant is in debt, then before the participant can realistically purchase a home, they need to learn how to manage their finances. The AAHC can help the participant with financial management classes or one-on-one assistance to budget and repair credit so that the participant has a life-long ability to purchase a home and make monthly mortgage payments.

3) Utilities

- a. **RAB Discussion:** There was a lot of discussion about the AAHC proposal to change the utilities in all AAHC-owned apartments that tenants pay DTE bills for gas and/or electricity so that all utilities are included in rent, in order to prevent tenants from getting their utilities shut-off and to prevent evictions. There were a lot of different opinions on this issue including those who supported the idea and those who thought it was a bad idea. Some of the comments against it were that if a tenant gets behind in rent with the AAHC, then they automatically get a late fee charge and the AAHC only allows one repayment agreement. On the other hand, DTE may not charge a late fee and tenants can make payment agreements with DTE. Some were ok with the idea but not for every tenant and every property but just for the people who had problems paying DTE bills. One tenant asked if they had paid DTE a deposit would they get it back? Another asked what would happen to old overdue DTE bills – would the tenant have to pay them or would the AAHC? **AAHC Response:** The AAHC allows 2 repayment agreements not one, but that is something the AAHC should consider changing if utilities are included in the rent. DTE also charges a late fee. AAHC staff are going to do additional research before recommending that all existing AAHC properties include utilities in the rent. However, the AAHC has created a form for existing tenants who are unable to get or keep DTE in their name to request that the AAHC put DTE in the AAHC name as an eviction prevention strategy. The AAHC is going to include all utilities in any newly constructed properties, which will not have an impact on existing tenants. The AAHC is aware that there are some existing tenants in AAHC apartments who receive a Utility Reimbursement Payment that do not use the funds to pay the DTE bills and when they get a shut off notice from DTE, they request funding from local non-profit and religious organizations to pay the DTE bill. This strategy may be successful for some tenants, but is not a good use of limited community resources, which could be used to prevent a needy family from getting evicted.
- 4) **RAB Discussion:** There was also a lot of discussion about the AAHC's proposals about the waitlist. The RAB supported making the waitlist applications on-line applications for convenience and accessibility. The RAB supported having a preference for people with disabilities. The RAB had differing opinions about whether there should be a preference for people who live or work in Washtenaw County. Some participants had applied on-line and were selected from the waitlist and received a voucher who did not live or work in Washtenaw County when they applied so they were reluctant to support this change. The RAB supported the homeless preference as long as it was not for every apartment. **AAHC response:** The AAHC will use the on-line application process for all future applications. The AAHC will continue to have a homeless preference to fill about 25% of newly vacated apartments with homeless households depending on the funding requirements of each property. The AAHC will adopt a disability preference for all programs. The AAHC will adopt a preference for people who work or live in Washtenaw County for future waitlists. When the AAHC opened its waitlist on-line for the voucher program in 2012, the AAHC did not have any preferences and received 15,000 applications all over the United States but primarily from Southeast Michigan. The AAHC received over 3,600 applications from Washtenaw County. However, the AAHC had adopted a policy to only pull 500

applications randomly to form the waitlist. Consequently, there were a significant portion of the 500 applicants that did not live or work in Washtenaw County, which is the County the program is located in. In order to give those 3,600 Washtenaw County families a higher chance to receive a voucher or to live in AAHC apartments, the AAHC is adopting a preference for households that live or work in Washtenaw County.

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 02/29/2016

Civil Rights Certification

Annual Certification and Board Resolution


Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Ann Arbor Housing Commission
PHA Name

MI064
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Jennifer Hall	Title	Executive Director
Signature		Date	March 12, 2017

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Gregory Dill, the Washtenaw County Administrator
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Ann Arbor Housing Commission
PHA Name

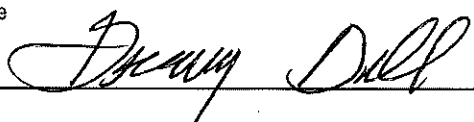
is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of
Impediments (AI) to Fair Housing Choice of the

Washtenaw County pursuant to 24 CFR Part 91.
Local Jurisdiction Name

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State
Consolidated Plan and the AI.

The Ann Arbor Housing Commission's Annual Plan includes plans to improve housing for
Low-income households. The Ann Arbor Housing Commission's Plan is consistent with the
County's Analysis to Impediments to Fair Housing Choice.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Gregory Dill	Title	County Administrator
Signature		Date	3/13/17

Capital Fund Program---Five-Year Action Plan

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**

Part I: Summary							
ANN ARBOR HOUSING COMMISSION/MI064		ANN ARBOR/WASHTENAW/MICHIGAN			<input checked="" type="checkbox"/>	Original 5-Year Plan	Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 17 CY 2016 Grant	Work Statement for Year 2 FFY 18 CY 2017 CFP Grant	Work Statement for Year 3 FFY 19 CY 2018 CFP Grant		Work Statement for Year 4 FFY 20 CY 2019 CFP Grant	Work Statement for Year 5 FFY 21 CY 2020 CFP Grant
B.	Physical Improvements Subtotal	Annual Statement	\$ 81,000	\$ -		\$ -	\$ -
C.	Management Improvements		\$ -	\$ -		\$ -	\$ -
D.	PHA-Wide Non-dwelling Structures and Equipment		\$ -	\$ -		\$ -	\$ -
E.	Administration		\$ -	\$ -		\$ -	\$ -
F.	Other		\$ -	\$ -		\$ -	\$ -
G.	Operations		\$ -	\$ -		\$ -	\$ -
H.	Demolition		\$ -	\$ -		\$ -	\$ -
I.	Development		\$ -	\$ -		\$ -	\$ -
J.	Capital Fund Financing-Debt Service		\$ -	\$ -		\$ -	\$ -
K.	Total CFP Funds		\$ 81,000	\$ -		\$ -	\$ -
L.	Total Non-CFP Funds						
M.	Grand Total		\$ 81,000	\$ -		\$ -	\$ -

Capital Fund Program---Five-Year Action Plan

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**

Part I: Summary							
ANN ARBOR HOUSING COMMISSION/MI064		ANN ARBOR/WASHTENAW/MICHIGAN			<input checked="" type="checkbox"/>	Original 5-Year Plan	Revision No:
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		Annual Statement					
B.	MI064100-West Side		\$ -	\$ -		\$ -	\$ -
B.	MI064200-East Side		\$ 81,000	\$ -		\$ -	\$ -
C.	Management Improvements		\$ -	\$ -		\$ -	\$ -
D.	PHA-Wide Non-dwelling Structures and Equipment		\$ -	\$ -		\$ -	\$ -
E.	Administration		\$ -	\$ -		\$ -	\$ -
F.	Other		\$ -	\$ -		\$ -	\$ -
G.	Operations		\$ -	\$ -		\$ -	\$ -
H.	Demolition		\$ -	\$ -		\$ -	\$ -
I.	Development		\$ -	\$ -		\$ -	\$ -
J.	Capital Fund Financing-Debt Service		\$ -	\$ -		\$ -	\$ -
K.	Total CFP Funds		\$ 81,000	\$ -		\$ -	\$ -
L.	Total Non-CFP Funds						
M.	Grand Total		\$ 81,000	\$ -		\$ -	\$ -

