

Streamlined Annual PHA Plan (HCV Only 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-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS and 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: FAIRFIELD METROPOLITAN HOUSING AUTHORITY PHA Code: OH070 PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/2017 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) 1010 PHA Plan Submission Type: <input checked="" 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 the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 25%;">Program(s) not in the Consortia</th> <th style="width: 15%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <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	Lead HA:																													
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B. Annual Plan.

B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?

Y N

Housing Needs and Strategy for Addressing Housing Needs.

i.-ii. HOUSING NEEDS OF EXTREMELY LOW-INCOME, ELDERLY AND DISABLED FAMILIES

HOUSING NEEDS OF FAMILIES IN THE JURISDICTION BY FAMILY TYPE/RENTERS							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <=30% of AMI	2,785	5	3	4	4	3	3
Elderly/Disabled	3,360	5	3	3	4	3	3

iii. HOUSING NEEDS OF VARIOUS RACES/ETHNIC GROUPS IN THE JURISDICTION

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,205	415	165
White	2,075	390	165
Black/African American	35	0	0
Asian	0	15	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	45	10	0

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities.,
3. More than one person per room,
4. Cost burden greater than 30%

Within the structure of the Housing Choice Voucher Program, FMHA’s strategies are designed to improve the lives of those residents in its jurisdiction by continuously monitoring and improving upon:

- **AFFORDABILITY**
Apart from offering rental assistance to eligible individuals and families, FMHA also closely monitors and tracks area contract rents – both subsidized and unsubsidized – in order to maintain affordability for all renters in its jurisdiction. For individuals and families who may not qualify for FMHA rental assistance, guidance is offered for other affordable housing in the county.
- **SUPPLY**
FMHA will continue to strive for additional vouchers through partnering with local agencies and applying for additional vouchers and/or grants, when available. This will include Shelter Plus Care, Family Unification, VASH and any vouchers for those with disabilities.

Another goal is for FMHA to leverage private or other public funds to create additional housing opportunities through Section 811 Supportive Housing for Persons with Disabilities and Section 202 Supportive Housing for the Elderly. Additionally, FMHA donated land to Habitat for Humanity which, through a partnership, is going to build homes for VASH participants who qualify for a Homeownership voucher.

Additionally, FMHA would like to use a non-profit to purchase and rehab foreclosed properties for its Homeownership program or for developmentally disabled individuals. Two FMHA-owned properties have additional land available, which could be developed into rental units. Ideally, FMHA would prefer to develop new “green” and “accessible” construction for any future projects in order to contain environmentally friendly products and allow ease of access for any tenants.

- **QUALITY**

FMHA staff takes great pride in the quality of service provided to tenants, landlords, partnering agencies and the general public, when contact is made. Ideas to continue to improve upon this are consistently being reviewed and discussed. Those include:

1. Increasing customer satisfaction

FMHA will continue to offer TTY phone services to the public, expand the use of comment/question cards and surveys to customers for feedback, review and update the Customer Service Plan, upgrade website to include more services and forms online and offer refresher “Tenant Accountability” classes for all participants who struggle to meet with voucher obligations.

2. Concentrate on efforts to improve specific management functions

Senior management of FMHA will review Quality Control procedures for Section 8 administration and Maintenance staff, additional financial training for management staff will be offered as well as procedural training for supporting staff and “Desk Guides” will be available for each position with FMHA.

- **ACCESSIBILITY**

Currently, there are eight FMHA-owned units that have accessible features. This includes six units that are designed for persons with mobility issues and two units designed for persons with hearing impairments. The mobility impaired units have ramps leading to the units, wider doors, wheelchair accessible counters, appliances and showers and door handles. The hearing impaired units are equipped with visual fire alarms. FMHA will always review requests for reasonable accommodations in order to better assist individuals and families.

In addition to the units available through FMHA, guidance is offered to area landlords concerning the guidelines for accessible features as well as information linking them to the appropriate agencies for further assistance.

- **SIZE OF UNITS**

During pre-occupancy Briefing Classes, all future HCV participants are given instruction on how to locate an appropriate unit for their family size. While income largely factors into determining whether a family is eligible for a unit or not, FMHA does encourage families to select units based upon their actual voucher size, in order to maintain affordability and avoid overcrowding. Within the jurisdiction, the primary unit sizes vary between one to three bedrooms; however, there are families who qualify for and live in a four- or five-bedroom unit.

- **LOCATION**

Fairfield County 2-1-1 provides a housing list for all renters in Fairfield County. FMHA maintains a secondary list, available to voucher holders only, of units that are available from PHA participating landlords. Both lists are provided to anyone who receives or currently has a voucher. In addition, all voucher holders and participants are given instruction on voucher mobility.

FMHA will continue outreach efforts to potential voucher landlords, including participation in the Fairfield County Landlord Association, updating the FMHA website, informational displays at all public functions, provide information flyers with all landlord briefing packets to encourage increased interest and participation and provide landlords information at all lease signings.

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

988-15 PREFERENCES FOR ELIGIBLE APPLICANTS – REVISION

Financial Resources.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2016 Grants)		
a) HOPE VI Revitalization		
a) HOPE VI Demolition		
b) Annual Contributions for Section 8 Tenant-Based Rental Assistance	6,024,000	
c) Resident Opportunity and Self-Sufficiency Grants	109,000	
d) Community Development Block Grant		
e) HOME	20,000	
Other Federal Grants (listed below)		
Shelter Plus Care	408,000	
2. Other Income (listed below)		
Other Business Activity	635,000	
Fraud Recovery, Interest and Miscellaneous	57,000	
3. Non-federal sources (listed below)		
Other Business Activity		
TOTAL RESOURCES	7,253,000	

Rent Determination.

- 1002-15 REASONABLE CHILD CARE COSTS – REVISION**
- 1010-16 MEDICAL EXPENSE ALLOWANCE – REVISION**
- 1014-16 FINAL RULE – EARNED INCOME DISALLOWANCE**
- 1019-16 HCV 2016 PAYMENT STANDARDS - REVISION**

Operation and Management.

- 1001-15 2016 OPERATING BUDGET – APPROVAL**
- 1021-16 2016 OPERATING BUDGET – REVISION**
- 1020-16 2017 OPERATING BUDGET - APPROVAL**
- 1003-15 WRITING OFF PUBLIC HOUSING DEBT**
- 1004-15 WRITING OFF PUBLIC HOUSING DEBT**
- 1005-16 DISPOSITION OF PROPERTY**
- 1006-16 AFFIRMATIVE ACTION PLAN**
- 1007-16 PERMISSION TO SIGN DEVELOPMENT VENTURE AGREEMENT**
- 1009-16 PERMISSION TO HIRE PROCUREMENT/PROPERTY MANAGER AND JOB DESCRIPTION**
- 1011-16 AUTHORIZATION TO SIGN CHECKS AND CD'S FOR BOARD MEMBERS**
- 1012-16 APPLICATION FOR CHIP FUNDS**
- 1013-16 APPLICATION TO DONATE PROPERTY TO HABITAT FOR HUMANITY**
- 1016-16 PERMISSION TO ADMINISTER VASH VOUCHERS**
- 1017-16 COST ALLOCATION PLAN - REVISION**

Informal Review and Hearing Procedures.

NO REVISIONS

Homeownership Programs.

NO REVISIONS

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.

NO REVISIONS

Substantial Deviation.

For the purpose of this Plan, the FMHA determines that a substantial deviation from its 5-Year Plan is any change in the direction pertaining to its goals and objectives or major shift in the operating of the Housing Authority that will have an adverse effect on the community, which may include, but is not limited to:

- Decreasing the number of vouchers FMHA will administer
- Decreasing the number of Project-Based Voucher units available for occupancy
- Changes in the HCV Administrative Plan or the HCV Homeownership Plan regarding admissions or waiting lists
- Development of additional low-income housing
- Acquisition activities
- Demolition or disposition of PBV units
- Discontinuing a program

Significant Amendment/Modification.

For the purpose of this Plan, the FMHA determines that a significant amendment or modification to its 5-Year Plan and Annual Plan will be defined as any change in a policy that will result is a substantial deviation from its 5-Year Plan, such as:

- New program activities required or adopted to reflect changes in HUD regulations or as a result of a declared national or local emergency are exempted actions. In such cases, the administrative programmatic changes will be not considered as a substantial Amendment or Modification to the 5-Year or Annual Plan
- Changes to rent or admissions policies or organization of the Waiting List
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

B.2 New Activities

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

Y N

Project Based Vouchers.

FMHA would like to undertake a project that would assist qualifying families through a project-based voucher.

(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

N/A

Most Recent Fiscal Year Audit.

B.3 (a) Were there any findings in the most recent FY Audit?

Y N N/A

(b) If yes, please describe:

B.4 Civil Rights Certification

[Form HUD-50077](#), PHA Certifications of Compliance with the PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.

<p>B.5</p>	<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>
<p>B.6</p>	<p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p> <p>As outlined in its 5-Year Plan, FMHA’s progress in meeting its Mission and Goals is as follows:</p> <p>MISSION: The Fairfield Metropolitan Housing Authority is dedicated to serving the needs of low and moderate income families in Fairfield County and to increase the availability of decent, safe sanitary and affordable housing in our community, ensure equal opportunity in housing, promote self-sufficiency and asset development of families and improve community-wide quality of life and economic vitality in cooperation with other agencies, businesses and individuals.</p> <p>FMHA continues to strive to serve the needs of families in Fairfield County. Through partnerships with community agencies, housing opportunities are consistently reviewed and revised, as needed. Fair housing trainings, self-sufficiency activities and landlord-tenant law information are offered several times throughout the year for participating families. Outreach services and other housing opportunities are provided to non-qualifying individuals and families, as well.</p> <p>1. GOAL: EXPAND THE SUPPLY OF ASSISTED HOUSING</p> <p>FMHA received a Shelter Plus Care grant for 12 vouchers in 2008, which was expanded to 23 at our renewal. We received 21 Shelter Plus Care vouchers for families in 2009. We are currently processing the renewal application for both grants in order to continue assisting that specific population.</p> <p>In 2009, FMHA was awarded 50 Family Unification Vouchers and continue to assist those families through a partnership with our county’s Child Protective Services office. Additionally, we applied for and received HUD VASH Vouchers in 2012. From 2012 through present, we are now able to offer HUD VASH Vouchers to 61 eligible individuals or families.</p> <p>2. GOAL: IMPROVE THE QUALITY OF ASSISTED HOUSING</p> <p>Our latest PHAS score was 97%, which qualifies us as “High Performers”. Our 2015 SEMAP score was 98% , which makes our HCV program a “High Performer” once more. We continue to offer TTY phone service to our clients and to the public and continue to review and update our Customer Service Plan annually.</p> <p>Our drop box is “accessible” to all clients and our website is consistently reviewed and updated to include interactive forms, the ability to apply for the waiting lists online, links to other agencies, a virtual tour of our PBV units, landlord direct deposit capability and many other customer-friendly features.</p> <p>3. GOAL: INCREASE ASSISTED HOUSING CHOICES</p> <p>FMHA continues to educate our participants on the availability of voucher portability and either absorbs or manages those who port to this jurisdiction, as regulations require. There is some activity in this area, both leaving and entering our county.</p> <p>With our HCV Homeownership Program, information regarding homeownership opportunities is always available to our participants. That Program has been successful with first-time homebuyers.</p> <p>Consistent with our HCV Administrative Plan (Chapter 17), we will continue to offer Project-Based Vouchers within Fairfield County by taking no more than 20 percent of our voucher program budget authority and having the goal of deconcentrating poverty and expanding housing and economic opportunities</p> <p>We continue to work with Habitat for Humanity and, with HUD’s approval, recently disposed of undeveloped property located near our former Public Housing units in order for HfH to build homes for Veterans. Presently, one family is adding the finishing touches to their Habitat home and will be moved in before the year’s end.</p>

Our initial efforts in “green” activities include thermal heating/air conditioning pumps in several of our PBV units, tank-less water heaters and purchase only Energy Star appliances.

4. GOAL: IMPROVE THE LIVING ENVIRONMENT OF ASSISTED AFFORDABLE HOUSING

We continue to revise and update our Pre-Occupancy and Briefing Class materials and presentations to teach our residents and HCV participants how to be good neighbors and successful renters.

Our PBV unit residents have the opportunity to participate in our Spring Flower Sale. We collaborate with a local greenhouse to sell flowers to our residents at a reduced rate. Those who take part have the option to pay for those flowers over a three-month period.

FMHA also routinely makes referrals for energy assistance, weatherization and similar programs. Our maintenance staff performs inspections on our PBV units to keep them at appropriate standards and consistently assist with educating tenants on their responsibilities.

5. GOAL: PROMOTE SELF-SUFFICIENCY THROUGH INCREASE INCOME AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS

About 38% of our HCV FSS families are employed and another 15% are enrolled in college/post-secondary courses.

FMHA reviews its FSS Action Plan to identify areas that need change and improvement. The Plan encourages employment and identifies community partners who support the participant’s goals.

6. GOAL: ENSURE EQUAL OPPORTUNITY IN HOUSING FOR ALL AMERICANS

FMHA conducts mandatory training on civil rights, cultural awareness and discrimination for staff. The hearing policies and procedures are reviewed and our staff is trained on the hearing process and tenant’s rights. The City of Lancaster and Fairfield County provide Fair Housing presentations at our HCV Briefing classes.

7. GOAL: OTHER FMHA GOALS AND OBJECTIVES

Fairfield Housing, Incorporated is a non-profit instrumentality of FMHA. FMHA staff and community partners have devoted considerable time and effort in revitalizing the organization.

B.7 Resident Advisory Board (RAB) Comments.

(a) Did the RAB(s) provide comments to the PHA Plan?

Y N

(a) 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.

There were four families in attendance for this RAB Meeting (sign-in sheet attached). No attending families had comments concerning the Annual Plan.

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

A. PHA Information. All PHAs must complete this section. ([24 CFR §903.23\(4\)\(e\)](#))

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of 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.

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

B. Annual Plan. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

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.”

Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. 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. ([24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). 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. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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 rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)\(3\)\(4\)](#)).

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA’s partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program’s size (including required and actual size of the FSS program) and means of allocating assistance to households. ([24 CFR §903.7\(l\)\(i\)](#)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)\(iii\)](#)).

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; or b) any change with regard to homeownership programs. 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.

B.2 New Activity. If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark “yes” for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark “no.” ([24 CFR §983.57\(b\)\(1\)](#) and Section 8(13)(C) of the United States Housing Act of 1937.

Project-Based Vouchers (PBV). Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(p\)](#))
- B.4 Civil Rights Certification.** Form HUD-50077, *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\(o\)](#))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))
- B.6 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 §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))
- B.7 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](#))

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 Annual PHA Plan. The Annual PHA Plan provides 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 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 4.5 hour 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