



## 6.0 PHA Plan Update

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

The following PHA Plan elements marked 'X' have been revised since the last Annual Plan submission by the Lancaster Housing Authority.

N/C denotes NO CHANGE and N/A denotes NOT APPLICABLE

- X   903.7(1) Eligibility, Selection and Admissions Policies, including  
Deconcentration and Wait List Procedures
- X   903.7(2) Financial Resources
- N/C   903.7(3) Rent Determination
- X   903.7(4) Operation and Management
- X   903.7(5) Grievance Procedures
- N/A   903.7(6) Designated Housing for Elderly and Disabled Families
- N/A   903.7(7) Community Service and Self-Sufficiency
- N/A   903.7(8) Safety and Crime Prevention
- N/A   903.7(9) Pets
- X   903.7(10) Civil Rights Certification
- X   903.7(11) Fiscal Year Audit
- N/A   903.7(12) Asset Management
- X   903.7(13) Violence Against Women Act (VAWA)

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The following are the specific locations where the public may obtain copies of the 2009 Annual Plan:

- Administrative Office – 1425 N. Dallas Avenue, Suite 101, Lancaster, TX

6.0 PHA Plan Elements

903.7(1) Eligibility, Selection and Admissions Policies, including  
Deconcentration and Wait List Procedures

A. Public Housing ***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

B. Section 8

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.

(1) Eligibility

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- State law enforcement agencies

The PHA shares the following information with prospective landlords:

- Previous landlord address and phone number, if requested.

(2) Waiting List Organization ***NO CHANGE***

The Lancaster Housing Authority's waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list.

Participants may apply for admission to section 8 tenant-based assistance at:

- PHA main administrative office

(3) Search Time ***NO CHANGE***

The PHA does give extension on standard 60-day period to search for a unit as follows:

- A family may request an extension of the voucher time period.
- Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period.
- The LHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the LHA, throughout the initial sixty-day period. A completed search record is required.

- The family was prevented from finding a unit due to disability accessibility requirements of large size (5 bedroom) unit requirement. The search record is part of the required verification.

(4) Preferences

The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of the median area income.

The PHA has established preferences for admission to section 8 tenant-based assistance other than date and time of application. The PHA plans to employ the following admission preferences for admission to section 8 tenant-based assistance:

Priority

<u>2</u>	- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
<u>3</u>	- Victims of domestic violence
<u>2</u>	- Substandard housing
<u>2</u>	- Homelessness
<u>1</u>	- Working families and those unable to work because of age or disability
<u>1</u>	- Those enrolled currently in educational, training, or upward mobility programs

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs ***NO CHANGE***

The policies governing eligibility, selection and admissions to any special-purpose section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan
- Briefing sessions and written materials

The PHA announces the availability of any special-purpose section 8 program to the public through:

- Published notices

6.0 903.7(2) Financial Resources

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2009 grants)</b>		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	7,637,571.00	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Section 8 Tenant Based Assistance	500,000.00	<i>Rental subsidy</i>
DHAP Carryover	250,000.00	<i>Disaster Assistance</i>
Admin. Fee Reserves	100,000.00	<i>Operating</i>
<b>3. Public Housing Dwelling Rental Income</b>		
<b>4. Other income (list below)</b>		
Portability HAP	240,000.00	<i>Rental subsidy</i>
Portability Admin. Fees	14,400.00	<i>Operating</i>
<b>5. Non-federal sources (list below)</b>		
Tenant Rents	229,000.00	<i>Operating</i>
Fraud Recovery	36,000.00	<i>HAP</i>
Interest on Investments	4,800.00	<i>HAP</i>
<b>Total resources</b>	<b>\$9,011,771.00</b>	

**6.0** 903.7 (3) Rent Determination Policies

A. Public Housing ***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

B. Section 8 Tenant-based Assistance

(1) Payment Standards ***NO CHANGE***

The PHA's payment standard is:

- 100% of FMR

The PHA reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families

(2) Minimum Rent ***NO CHANGE***

The PHA's minimum rent is \$50.00.

The PHA has adopted discretionary minimum rent hardship exemption policies as follows:

- The PHA recognizes that in some circumstances even the minimum rent may create a financial hardship for families. The PHA will review all relevant circumstances brought to the PHA's attention regarding financial hardship as it applies to the minimum rent.

**6.0 903.7(4) Operation and Management**

(1) PHA Management Structure

- a. A brief description of the management structure and organization of the PHA follows:

The Executive Director directs the day-to day management and operation of the Housing Agency with the assistance of the following lead staff and their line staff.

Housing Manager – oversees the day-to-day operation of the Section 8 Programs and directly supervises the following staff:

- Inspection Supervisor
  - Administrative Secretary
  - Housing Inspector (2)
- Client Services Supervisor
  - Administrative Secretary
  - Housing Counselor (3)
  - Housing Counselor Part-Time

- b. HUD Programs Under PHA Management

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	N/A	N/A
Section 8 Vouchers	<b>1110</b>	<b>96</b>
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

6.0

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency’s rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management:

***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

Section 8 Management:

- Administrative Plan

903.7(5) Grievance Procedures

A. Public Housing

***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

B. Section 8 Tenant-Based Assistance

The PHA has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

903.7(6) Designated Housing for Elderly and Disabled Families

***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

903.7(7) Community Service and Self-Sufficiency – *N/A*

(1) Services and programs offered to residents and participants by the Lancaster Housing Agency are as follows: *N/A*

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/ specific criteria/other)	Access (development office/PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)

6.0

(2) Policies or programs for the enhancement of the economic and social self-sufficiency of assisted families. *N/A*

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: MM/DD/YY)
Public Housing		
Section 8		

Welfare Benefit Reduction: *N/A*

Community Service

(3) *N/A – PHA DOES NOT ADMINISTER PUBLIC HOUSING*

903.7(8) Safety and Crime Prevention

*NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING*

903.7(9) Pets NOT APPLICABLE

*PHA DOES NOT ADMINISTER PUBLIC HOUSING*

903.7(10) Civil Rights Certification

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its Section 8 assistance program:

The PHA will not, on the grounds of race, color, creed, sex religion, age, disability, national origin or familial status:

- Deny a person or family admission to housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;
- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

6.0

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office.

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for assistance to the Section 8 program.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

#### 903.7(11) Fiscal Year Audit

The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)).

The most recent fiscal audit was submitted to HUD.

There were findings as the result of that audit.

One finding remains unresolved.

The response to the unresolved finding is due at HUD by September 14, 2009.

#### 903.7(12) Asset Management

***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

## 6.0 903.7(13) Violence Against Women Act (VAWA)

The Lancaster Housing Agency updated its website in early 2008 to provide information regarding the Violence Against Women Act (see below).

On January 5, 2006, President Bush signed into law the Violence Against Women and Department of Justice Reauthorization Act of 2005. The primary objectives of VAWA are to reduce violence against women and to protect, or increase the protection of, the safety and confidentiality of women who are victims of abuse, and to prevent homelessness of the victims of such acts; to protect victims who reside in Public Housing and Housing Choice Voucher Programs; and to ensure victims have access to criminal justice systems without jeopardizing their housing.

VAWA, despite its title, is a gender-neutral law. Women, men, people who identify as transgender, and children can claim victim status.

VAWA prohibits PHA's from denying admission to otherwise qualified applicants simply because they are or have been, victims of domestic violence, dating violence or stalking.

Criminal activity directly relating to Domestic Violence is not a basis for denial of admission or termination of tenancy.

VAWA states that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking:

- \* Will not be construed as a serious or repeated violation of the lease by the victim or threatened victim
- \* Will not be good cause for terminating the tenancy or occupancy rights of the victim

Any information provided to LHA is retained in confidence, will not be entered into a shared database and will not be released to any related entity unless the individual consents or requests, or unless otherwise required by law

The notice is available to landlords and tenants and includes additional facts regarding domestic violence, sexual assault and Teen dating violence in Texas. To assist persons experiencing these problems, several resources are listed, including websites and telephone numbers.

Over the past year, The Lancaster Housing Agency has assisted three families involved in domestic violence situations. Families were allowed to break leases and relocate to safer environment. In one case in particular, the family voucher was awarded to the appointed guardian of several children that had to be removed from the assisted household.

The Agency's Administrative Plan was updated in June 2008 to include policies and procedures on dealing with issues of domestic violence.

**6.0** Section 6.0 b

**Identify where the Annual PHA Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA.**

- Main Administrative Office  
1425 N. Dallas Avenue, Suite 101  
Lancaster, TX 75134

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.**

- a. HOPE VI or Mixed Finance Modernization or Development  
***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***
- b. Demolition and/or Disposition  
***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***
- c. Conversion of Public Housing  
***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***
- d. Homeownership
  - A. Public Housing  
***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***
  - B. Section 8 Tenant Based Assistance ***NO CHANGE***  
  
The PHA does plan to administer any homeownership programs for section 8.  
  
Program Description:  
  
The PHA will not limit the number of families participating in the Section 8 homeownership option.  
  
The PHA has not established eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.
- e. Project-based Vouchers ***NO CHANGE***  
The PHA is not currently operating nor intends to operate a Section 8 Project Based Voucher Program.

8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.  <i>N/A – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. <i>N/A</i></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.  <i>N/A</i></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b> <i>N/A</i>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>

**9.0 Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	70,919	5	5	1	1	4	1
Income >30% but <=50% of AMI	60,930	4	2	1	1	3	1
Income >50% but <80% of AMI	91,189	3	3	1	1	1	1
Elderly	21,340	5	5	5	5	5	2
Families with Disabilities	32,100	5	5	4	5	5	1
White	71,400	5	2	2	2	3	1
Black/African American	68,680	5	5	1	1	5	1
Hispanic	73,840	5	2	1	1	5	3
Native American	815	5	2	1	1	3	3
Asian	8,235	4	2	1	1	3	3
Pacific Islander	68	5	2	1	1	3	3

9.0

**Housing Needs of Families on the Waiting List**

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	5381		96
Extremely low income <=30% AMI	5245	97.5%	
Very low income (>30% but <=50% AMI)	114	2%	
Low income (>50% but <80% AMI)	22	.5%	
Families with children	1955	36%	
Elderly families	245	4.5%	
Families with Disabilities	51	1%	
White	192	3.5%	
Black/African American	5151	96%	
American Indian/Alaska Native	16	.3%	
Asian	6	.1%	
Native Hawaiian/Other Pacific Islander	11	.2%	
Multi-Racial	5	.1%	

Characteristics by Bedroom Size (Public Housing Only)

1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)? **11 months**

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

**9.1**

**Strategy for Addressing Housing Needs.** Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

Strategies

**Need: Shortage of affordable housing for all eligible populations**

PHA shall maximize the number of affordable units available to the PHA within its current resources by:

- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

PHA shall increase the number of affordable housing units by:

- Apply for additional section 8 units should they become available
- Pursue housing resources other than public housing or Section 8 tenant-based assistance

**Need: Specific Family Types: Families at or below 30% of median**

PHA shall target available assistance to families at or below 30 % of AMI

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

**Need: Specific Family Types: Families at or below 50% of median**

PHA shall target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working

**Need: Specific Family Types: The Elderly**

PHA shall target available assistance to the elderly:

- Apply for special-purpose vouchers targeted to the elderly, should they become available

<p><b>9.1</b></p>	<p><b>Need: Specific Family Types: Families with Disabilities</b></p> <p>PHA shall target available assistance to Families with Disabilities: <i>N/A</i></p> <p><b>Need: Specific Family Types: Races or ethnicities with disproportionate housing needs</b></p> <p>PHA shall increase awareness of PHA resources among families of races and ethnicities with disproportionate needs</p> <ul style="list-style-type: none"> <li>▪ Affirmatively market to races/ethnicities shown to have disproportionate housing needs</li> </ul> <p><b>PHA shall conduct activities to affirmatively further fair housing</b></p> <ul style="list-style-type: none"> <li>▪ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units</li> <li>▪ Market the section 8 program to owners outside of areas of poverty /minority concentrations</li> </ul> <p><b>Reason for Selecting Strategies:</b></p> <ul style="list-style-type: none"> <li>▪ Funding constraints</li> <li>▪ Staffing constraints</li> </ul>
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<p><b>10.0</b></p>	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals</p> <p>The Lancaster Housing Agency has been successful in achieving its mission and 5 year plan goals during the fiscal year 2008. Goals are either completed or on target for completion as scheduled.</p> <p>Concerning improving the quality of life, the PHA has implemented a Home Maintenance and Housekeeping Program to enable participants to better care for their dwelling unit, improve living conditions and reduce incidence of failed HQS inspections.</p> <p>To ensure compliance with the HUD’s latest rules and regulations, every policy was reviewed and updated as needed. Most significant was the update to the Section 8 Administrative Plan.</p> <p>Concerning ensuring equal opportunity, outreach efforts have been made by making renewed partnerships with community groups and medical facilities.</p>
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**10.0**

(b) Significant Amendment and Substantial Deviation/Modification ***NO CHANGE***

**Substantial Deviations from the 5-Year Plan**

- Agency change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives of any individual goal or objective;
- 50% or more decrease in the quantifiable measurement of any individual goal or objective.

**Significant Amendments or Modification to the Annual Plan**

- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement;
- Any change in policy or operation that is inconsistent with the applicable Consolidate Plan.

(c) PHA's must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance.

Corrective Action Plan resulting from Consolidated Performance review was closed, effective June 5, 2009.

**11.0**

**Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) *N/A*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) *N/A*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) *N/A*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) *N/A*
- (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.  
Provided as attachment tx437a01
- (g) Challenged Elements – no challenged elements
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) *N/A*
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) *N/A*

Attachment: tx437a01  
Lancaster Housing Agency  
Resident Advisory Board Consultation process

- 1. Resident notification of appointment to the Advisory Board**  
At beginning of PHA Plan process, sent out letter to all residents/participants of opportunity to serve on Resident Advisory Board – **published in newspaper**
- 2. Resident Advisory Board Selection *N/A***  
Selection made from resident/participant response
- 3. Meeting Organization**  
Schedule date to meet with Residents for input to PHA Plan – **July 3, 2009 and July 10, 2009**  
Hold Resident meeting **July 22, 2009**
- 4. Notification of Public Hearing**  
Schedule date for Public Hearing and place ad – **July 3, 2009**  
Notify Residents– **July 10, 2009**  
Hold Public Hearing meeting –**August 24, 2009**
- 5. Documentation of resident recommendations and PHA's response to recommendations**

There were no comments or recommendations.