

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: Department of Housing and Community Development PHA Code: CA913 PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 7/1/2010				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: 785				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <u>PHA Mission</u> To provide rental subsidies to extremely low- and very low-income families to allow them to afford safe, decent and sanitary housing.				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <u>Goals and Objectives</u> <ul style="list-style-type: none"> ▪ PHA Goal #1- Expand the supply of assisted housing. <ol style="list-style-type: none"> 1. Apply for additional rental vouchers as they become available. ▪ PHA Goal #2 - Improve the quality of assisted housing. <ol style="list-style-type: none"> 1. Improve voucher management (SEMAP Score). ▪ PHA Goal #3 - Increase assisted housing choices. <ol style="list-style-type: none"> 1. Conduct outreach efforts to potential voucher landlords. 2. Increase voucher payment standards as additional HUD funding becomes available. ▪ PHA Goal #4 - Promote self-sufficiency and asset development of families and individuals. <ol style="list-style-type: none"> 1. Continue to administer the Family Self-Sufficiency (FSS) Program. 2. Enroll families/individuals in the remaining mandatory FSS slots. ▪ PHA Goal #5 - Ensure equal opportunity and affirmatively further fair housing. <ol style="list-style-type: none"> 1. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability 2. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required. <u>Report on Progress – Streamlined 5-Year/Annual PHA Plan 2005-2009</u> PHA Goal #1 – Expand the supply of assisted Housing. HCD is currently looking at assuming responsibility for the transfer of 165 vouchers from Mariposa County. If successful, this would increase our vouchers from 785 to 950. PHA Goal #2 – Improve the quality of assisted housing. HCD's 2009 SEMAP Score is 91, designated as a High Performing Agency. PHA Goal #3 – Increase assisted housing choices. HCD continues to conduct outreach efforts to landlords, but has discontinued efforts to implement a Homeownership Program. PHA Goal #4 – Ensure equal opportunity and affirmatively further fair housing. In response to a Title VI/Section 504 Audit conducted by HUD, HCD has entered into a Voluntary Compliance Agreement to ensure equal opportunity and affirmatively further fair housing within its jurisdictions. HCD has updated and expanded its programs in this area (i.e., LEP Plan, Reasonable Accommodations, Grievance Procedures, AFHMP, etc...) for better program outreach and implementation.				

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p><u>PHA Plan Elements Revised</u></p> <ul style="list-style-type: none"> ▪ Eligibility, Selection and Admissions Policies (Social Security Number , Removal from the Waiting List, Sex Offender Status, Live-In Aide) ▪ Financial Resources (Federal Renewal Funding Allocation, State Operations Funding Allocation) ▪ Rent Determination (EIV, Minimal/Zero Income, Excluded Income, Outgoing Voucher Term, Utility Allowances) ▪ Community Service and Self-Sufficiency (FSS Participant Termination Policy) <p>(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.</p> <ol style="list-style-type: none"> 1. PHA Main Office HCD, 1800 Third Street, Room 430, Sacramento, CA 95811 HCD Website – www.hcd.ca.gov/fa/hap 2. PHA Local Offices Central Sierra Planning Council – 53 W. Bradford Avenue, Suite 200, Sonora, CA 95370 Glenn County Human Resource Agency – 420 E. Laurel Street, Willows, CA 95988 or 902 6th Street, Orland, CA 95963 Great Northern Corporation – 780 North Davis Street, Weed, CA 96094 Inyo/Mono Advocates for Community Action – 224 S. Main Street, Bishop, CA 93514 3. Libraries: California State Library, Government Publications (Sacramento) – (916) 654-0069 California State University, Meriam Library (Chico) – (530) 898-4003 Free Library, Government Publications (Fresno County) – (559) 488-3195 University of California, Shields Library, Government Documents (Davis) – (530) 752-1624 4. Community Colleges: Feather River College – (530) 283-6181 Shasta College (Shasta/Tehama/Trinity District) – (530) 225-4600 Siskiyou Joint Community College – (530) 938-4462
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>N/A</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p>N/A</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>N/A</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>N/A</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p>N/A</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><u>Housing Needs</u></p> <p>HCD administers a tenant-based, Housing Choice Voucher (Section 8) Program in 12 rural counties of California. HCD maintains a waiting list, sufficient to meet its lease-up needs, for each county. Collectively, the waiting lists comprise approximately 65% extremely low-income, 30% very low-income, and 5% low-income, of which 52% are families with children, 15% elderly families, and 42% families with disabilities/other. The racial breakdown of the waiting lists are approximately 74% White, 9% Black/African American, 8% American Indian, 3% Hawaiian/Other Pacific Islander, 6% Other.</p>

9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>Strategy for Addressing Housing Needs HCD issues vouchers on a first-come, first-served basis with priority given for involuntary displacement and domestic violence. HCD’s ability to address the housing needs within our jurisdiction(s) is based on the level of federal funding received and conservative program management (i.e., payment standards at 90-110% of FMR, occupancy standard restrictions, etc...). HCD’s strategies for addressing its housing needs are constrained by funding, staffing, and limited housing stocks in the rural areas served.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>Progress in Meeting Mission HCD achieves its mission of providing rental subsidies to extremely low- and very low-income families to allow them to afford safe, decent and sanitary housing on an ongoing basis. During CY 2009, HCD was successful in utilizing 100% of its federal funding received, approximately 5% of its NRA, and did not exceed its voucher baseline.</p> <p>Progress in Meeting Goals See 5.2 above.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>Definitions Substantial Deviation/Modification shall be defined as any significant shift in mission and/or objectives beyond those stated in the current 5-Year and/or Annual Plans.</p> <p>Significant Amendment shall be defined as any expansion of programs and/or services provided by the PHA beyond those stated in the current 5-Year and/or Annual Plans.</p>
11.0	<p>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.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) – N/A</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) – N/A</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) – N/A</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) – N/A</p> <p>(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.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) – N/A</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) – N/A</p>

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 5-Year and Annual PHA Plans. 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 and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 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

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

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

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual 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. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **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.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and 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.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or 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 HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, 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>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (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. 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
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter 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>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

Department of Housing and Community Development (CA913)
PHA 5-Year and Annual Plan (FY 2010-11)
Narrative on Resident Advisory Board (RAB) Comments

The Department of Housing and Community Development (HCD) has 16 Resident Advisory Board (RAB) Members throughout the 12 rural counties served. On February 17, 2010, HCD provided each RAB Member with a copy of the PHA 5-Year and Annual Plan for FY 2010-11 and Administrative Plan for review. The deadline for RAB Members to provide their comments was April 2, 2010.

HCD received comments from seven of the 16 RAB Members (copies attached). All comments are greatly appreciated.

Two of the seven RAB Members who commented did not have specific input into the PHA 5-Year and Annual Plan or Administrative Plan, but provided comments of a general nature expressing their appreciation for the program and feelings that the plan is complete, well thought out, and very thorough.

One of the seven RAB Members provided comments not specific to the PHA 5-Year and Annual Plan or Administrative Plan. Those comments identified the lack of, or need for, a homeless shelter in Colusa, CA.

The four remaining RAB Members who commented provided very specific input addressing various elements of the Administrative Plan. The comments ranged from: (1) expanding the Family Self-Sufficiency (FSS) Program to include other HCD counties/jurisdictions; (2) providing notice to the public when a Waiting List will be closing; (3) questions about different aspects of the program (i.e., do we work with the military disabled; can you clarify what a PHA 5-Year and Annual Plan is - is it similar to the Welfare Program's five year program, is income tax considered income; and is Public Housing to Homeownership Program's true); and (4) the Social Security Numbers, Citizenship/Immigration Status, and Mixed Families portions of the plan being contradictory and confusing.

HCD provided the following responses to the comments identified above:

Comment (1): Expanding the FSS Program to include other HCD counties/jurisdictions.

Unfortunately, HCD is not able to expand its FSS Program to include other HCD counties/jurisdictions. HCD serves as the "PHA of last resort" within California and, as such, its jurisdictions cover very rural counties/areas and extend the length of the State. HCD is headquartered in Sacramento, CA, and must subcontract with four different agencies to provide services at the local level. The FSS Program is offered by one of HCD's subcontracting agencies, Glenn

County Human Resource Agency, who is the only HCD subcontractor with the requisite network of resources to provide FSS Program services.

Comment (2): Providing notice to the public when a Waiting List will be closing.

Public notice when closing a Waiting List is not required under federal regulation. However, in most cases, HCD and/or its subcontractors open their Waiting Lists for only brief periods of time (i.e., week, month) and a closing date is included in the public notice required when opening a Waiting List. HCD has included language in its Administrative Plan to allow (i.e., may), not mandate (i.e., must), the closing of a Waiting List without public notice. This allows HCD/Subcontractors more control and flexibility in managing its HCV Program. Where feasible and appropriate, HCD will provide public notice when closing a Waiting List.

Comment (3): Questions about different aspects of the program: (a) do we work with the military disabled; (b) can you clarify what a PHA 5-Year and Annual Plan is - is it similar to the Welfare Program's five year program; (c) is income tax considered income; and (d) is Public Housing to Homeownership Program's true.

(a) HCD serves a disabled population whose eligibility is established pursuant to HUD regulations and guidelines. However, HCD does not track or identify its program applicants' and/or participants' military history or status, nor is it required to track and/or identify this population.

(b) The PHA 5-Year and Annual 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 of the PHA's mission and strategies for serving the needs of low-income and very low-income families. Eligibility and continued eligibility is established pursuant to HUD regulations and guidelines, and is not restricted to a determined duration of eligibility.

(c) Income tax refunds, in and of themselves, are not specifically considered in determining annual income. The definition of annual income for purposes of the HCV Program is set forth in 24 CFR 5.609. Annual income is determined using gross income and income tax refunds deposited into savings accounts could be considered as income from an asset when determining a program participant's annual income.

(d) The Homeownership Program is a component of the HCV Program and is offered under some PHA jurisdictions. However, HCD does not have adequate staff and/or resources to operate a HCV/Homeownership Program within any of its jurisdictions.

Comment (4): The Social Security Numbers, Citizenship/Immigration Status, and Mixed Families portions of the plan seem contradictory and confusing.

HCD has edited Chapter 4 – Eligibility for Admission of its Administrative Plan in an attempt to clarify its requirements.