

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
-----------------------------------	--	--

1.0	PHA Information PHA Name: <u>Kitsap County Consolidated Housing Authority</u> PHA Code: <u>WA036</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2010</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>136</u> Number of HCV units: <u>374</u>				
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: KCCHA fosters healthy housing communities by building and preserving safe, decent and affordable housing for our clients, while ensuring fiscal integrity in all programs administered by the housing authority. We achieve this mission by: <ul style="list-style-type: none"> • Treating our residents and clients with dignity and respect • Fostering teamwork within the agency • Providing high-quality services in a cost effective manner, and • Developing effective partnerships within our community 				

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.

Improve the condition of PHA owned and managed units:

- Implement new preventative maintenance plan
- Improve capital planning
- Modernize public housing units as needed
- Access additional resources such as the Weatherization program to improve the condition of public housing units

Increase the number of rent assisted units:

- Apply for additional vouchers
- Creatively combine existing housing resources and rental assistance funding from other sources to create more subsidized units
- Pursue funding from public and private sources for additional housing resources
- Decrease vacant unit time
- Develop new units as funding allows
- Begin self management of the Housing Choice Voucher Program

Target housing resources to the greatest need:

- Begin serving homeless individuals and families through the 2163 program
- Change local preferences for the public housing and section 8 voucher program to serve the greatest need

Ensure availability of the maximum number of Housing units possible:

- Dispose of public housing units that are financially unfeasible to operate
- Provide Replacement vouchers
- Convert public housing to voucher
- Project base vouchers to improve access to housing as they become available

Promote self sufficiency and improve housing stability:

- Increase the number of participants in the Family Self Sufficiency Program to meet targets
- Implement a HCV homeownership program
- Apply for funding for housing stabilization case manager

Improve housing management:

- Improve public housing PHAS scores.
- Revise policies and procedures including adoption of a new Admissions and Continued Occupancy Policy for Public Housing.
- Adopt a new HCV Administration Plan
- Increase accuracy in re-certifications and improve rent collection to capture lost subsidy
- Improve lease compliance and inspection procedures to prevent damage to units and waste of resources
- Improve income targeting for better use of housing resources

Report on previous Goals:

PHA Goal: Expand the supply of assisted housing

- KCCHA acquired Finch Place Apartments, a 29 unit low income development on Bainbridge Island in 2007.

PHA Goal: Improve the quality of assisted housing

- KCCHA has not run PHAS scores yet but we anticipate an improved score due to decreased vacancies and decreased work order time. We have also progressed greatly in the goal of 'increasing customer satisfaction.' Tenants report being happy with the current management and with the service provided by our maintenance and housing team.

PHA Goal: Increase assisted housing choices

- In the last five years, KCCHA has added 202 self-help housing units to Kitsap County. These units benefit low-income first time homeowners.
- KCCHA has recently been awarded \$200,000 in 2163 funds that will enable us to provide subsidy on existing units to individuals and families that are either Homeless or below 30% of the median income.

PHA Goal: Promote Self-sufficiency and asset development of families and individuals

- KCCHA has focused within the last year on reorganizing and improving its Family Self Sufficiency program. In the last year this new focus has led to 17 new families recruited to the program
- KCCHA refers women to the "women in transition" program at Olympic College which helps women obtain their GED's and move on to secondary education.
- KCCHA runs a "walk to work" program with our teens that provides summer employment to these teens thereby increasing their job skills, experience and increasing their chances of obtaining full time employment.
- On a regular basis, KCCHA refers residents to American Financial Services for budgeting classes.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

- KCCHA sends all employees that deal with residents to fair housing training every other year. In addition, regular meetings are held with staff to ensure they understand all fair housing regulations.
- KCCHA regularly reviews the participants on the various waiting lists to ensure that as many as possible are served.

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: ARRA Capital Fund Program Annual Statement Updated</p> <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> <p>KCCHA Main office: 9307 Bayshore Dr., Silverdale, WA 98383 KCCHA Website: www.kccha.org</p> <p>PHA Plan Elements: Please refer to the Admissions and Continued Occupancy Plan available with this document.</p> <p>Element 13 VAWA:</p> <p>KCCHA is sensitive to the needs of victims of violence and embraces the provisions of the Violence Against Women Act. Currently, KCCHA works in partnership with the YWCA/ALIVE program which is active in the community providing victim assistance and education. KCCHA leases a duplex to the YWCA to house victims of domestic violence. Additionally, to the extent permitted under privacy restrictions, KCCHA will refer victims to the ALIVE program or other resources.</p>
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>KCCHA intends to dispose of any public housing units that become financially unfeasible to operate. KCCHA will submit a disposition application to HUD with the possible disposition of all public housing units.</p> <p>KCCHA proposes to project base approximately 12 vouchers as they become available. Project based vouchers would be used to fulfill the goal of "increasing the number of rent assisted units." Location of the project based vouchers would be within the Kitsap County jurisdiction. Specifically, KCCHA will consider project basing in its Kitsap Apartments portfolio located in Port Orchard, Bremerton and Kingston. However, considering this would be a competitive process the vouchers may be awarded in some other part of the KCCHA jurisdiction (Kitsap County).</p> <p>KCCHA will make 10 vouchers available for a Section 8 homeownership program</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</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. See Attached</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. See Attached</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>

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.

This is the renewal year for the Kitsap County Consolidated Plan. With the update the County is planning on doing a County wide needs assessment. Considering the data is fairly old and that economic conditions have changed considerably, KCCHA also relies on data from its own waiting lists for information as to focus programs to meet the housing need. Vacancy rates have increased and there are plentiful units available, however, the issue appears to be affordability and the need for increased subsidy. Especially with a high rate of job loss, many residents of the county are having a hard time meeting their rent obligation.

The 2006-2010 Kitsap County Consolidated Plan identified the following housing needs:

NEED FOR HOUSING ASSISTANCE

Renter Households with Problems

- 9.0 Forty percent of all renter households in Kitsap County had housing problems in 2000, most because of the burden of cost in excess of 30% of household income. Households with the lowest incomes had the greatest burden – over 70% of households with incomes at or below 30% of area median income were paying in excess of 30% of their income for rent and 56% had housing costs that equaled more than half of their income. The most severely burdened were large households.

Owner Households with Problems

Owner households in Kitsap County likewise experience problems with housing, due to cost burden, overcrowding, and/or lack of complete kitchen and plumbing facilities. Over 27% of all owner households experienced problems in 1999, most frequently because of costs in excess of 30% of household income. Three-quarters of owner households at the lowest income level experienced housing problems. Costs considered in preparing the table below included mortgage payment, taxes, insurance and utilities. Even households without mortgage payments may be burdened by housing costs. Meeting rising utility costs, taxes and insurance can be a challenge, especially for those on fixed incomes, such as the elderly. Repairs and maintenance costs increase the burden.

Several categories of racial/ethnic households had disproportionate housing problems (more than 10 percentage point difference from all owners) in Kitsap County:

- Black non-Hispanic owner-occupants with incomes between 30% and 50% of AMI
- Black non-Hispanic owner-occupants with incomes between 50% and 80% of AMI
- Hispanic owner-occupants with incomes between 30% and 50% of AMI
- Hispanic owner-occupants with incomes between 50% and 80% of AMI
- Asian non-Hispanic owner-occupants with incomes between 50% and 80% of AMI

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.**

- KCCHA is currently applying for 2163 funds for rental subsidies to offset the rents of those who can no longer afford to pay their rent.
- KCCHA intends to apply for additional vouchers as they become available.
- KCCHA provides reasonable accommodations in all of its units to ensure equal access to those families and individuals with disabilities.
- The Housing Authority is proposing a change to local preferences to better serve this underserved group.
- KCCHA strives to fill all housing units quickly and keep vacancies to a minimum to ensure maximum access to these units.

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>PHA Goal: Expand the supply of assisted housing</p> <ul style="list-style-type: none"> ▪ KCCCHA acquired Finch Place Apartments, a 29 unit low income development on Bainbridge Island in 2007. <p>PHA Goal: Improve the quality of assisted housing</p> <ul style="list-style-type: none"> ▪ KCCCHA has not run PHAS scores yet but we anticipate an improved score due to decreased vacancies and decreased work order time. We have also progressed greatly in the goal of 'increasing customer satisfaction.' Tenants report being happy with the current management and with the service provided by our maintenance and housing team. <p>PHA Goal: Increase assisted housing choices</p> <ul style="list-style-type: none"> ▪ In the last five years, KCCCHA has added 202 self-help housing units to Kitsap County. These units benefit low-income first time homeowners. ▪ KCCCHA has recently been awarded \$200,000 in 2163 funds that will enable us to provide subsidy on existing units to individuals and families that are either Homeless or below 30% of the median income. <p>PHA Goal: Promote Self-sufficiency and asset development of families and individuals</p> <ul style="list-style-type: none"> ▪ KCCCHA has focused within the last year on reorganizing and improving its Family Self Sufficiency program. In the last year this new focus has led to 17 new families recruited to the program ▪ KCCCHA refers women to the "women in transition" program at Olympic College which helps women obtain their GED's and move on to secondary education. ▪ KCCCHA runs a "walk to work" program with our teens that provides summer employment to these teens thereby increasing their job skills, experience and increasing their chances of obtaining full time employment. ▪ On a regular basis, KCCCHA refers residents to American Financial Services for budgeting classes. <p>PHA Goal: Ensure equal opportunity and affirmatively further fair housing</p> <ul style="list-style-type: none"> ▪ KCCCHA sends all employees that deal with residents to fair housing training every other year. In addition, regular meetings are held with staff to ensure they understand all fair housing regulations. ▪ KCCCHA regularly reviews the participants on the various waiting lists to ensure that as many as possible are served. <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>Substantial deviations or significant amendments or modifications are defined as discretionary changes to the plans or policies of the Housing Authority that fundamentally change the mission, goals, objectives, or plans, of the agency and which require approval of the Board of Commissioners. In the case of the Capital Fund Program, a significant amendment and substantial deviation is one in which the major budget categories of the 50075.1 change by more than 50%. A significant amendment of the 5-year and Annual Plan would be any addition of a goal that alters the eligibility criteria or preferences for the Public Housing or Housing Choice Voucher program.</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)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</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)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
------	---