

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: <u>City of Pensacola Housing Department</u> PHA Code: <u>FL092</u> 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): <u>10/2011</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: <u>2288 and 110 VASH</u>				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input checked="" 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 PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update. N/A				
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: N/A				
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. N/A				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: All elements of the PHA Plan remain the same and are included in the PHA's Administrative Plan. (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 public may obtain copies of the Annual PHA Plan at the Housing Department administrative offices, 420 W. Chase Street, Pensacola, Florida, 32501. The Annual PHA Plan is also available at the Public Library, 200 W. Gregory Street, Pensacola, Florida, and online at www.ci.pensacola.fl.us/services/housing/index.html. Each member of the Advisory Board of the City of Pensacola's Section 8 voucher program receives a copy of the Annual Plan.				
	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.				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. n/a				
8.1	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. n/a				
8.2	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. n/a				

8.3 **Capital Fund Financing Program (CFFP).**
 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. n/a

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.

The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) Pensacola/Escambia Consortium, Five Year Consolidated Plan, comprised of Escambia County, City of Pensacola, Santa Rosa County, City of Milton.

1. Project Summary: 10/01/09 – 9/30/10

110 VASH vouchers

Agency	Housing Units CM/CP	Client Population	Resources	Performance Period
Pensacola Housing Department Non-Profit Sponsors	50/50	0-50% of Median	Section 8	12 Months

9.0

NOTE: During the reporting period, the City of Pensacola also continued to lease over 2000 housing vouchers. The City applied for 100 Family Unification (FUP) vouchers through two separate solicitations. It was determined that the City did not meet the threshold requirements for FUP. The City also applied for 100 vouchers for housing for non-elderly disabled persons, formerly the Mainstream Program for which the City did meet the threshold requirements; however the application was awarded via a lottery which the City did not win. The City continues to pursue all grant funding opportunities to assist with meeting the community's rental assistance needs. The Pensacola Housing Department applied for and was awarded fifty (50) additional VASH rental units/vouchers in June, 2010.

2. Project Summary: 10/1/09 – 9/30/10

Agency	Housing Units CP	Client Population	Resources	Performance Period
NEFI/Escambia County, Pensacola Housing Department, Loaves and Fishes Soup Kitchen, Inc., Salvation Army, Inc., Social Service Agencies	200/200	0-50% of Median	ESG McKinney Act	12 Months

Support Operational Costs, Services, and facilities for the Homeless and Person with Special Needs: During the reporting period, one hundred ninety-two (192) homeless families (with 371 children) were assisted through the Loaves and Fishes emergency shelter facility. No new emergency or transitional housing units were developed during the reporting period (using HUD or County managed funds.) Funds for the HPRP program were awarded during the reporting period and approximately 150 families were served with homeless prevention or rapid re-housing assistance/services by 9/30/10.

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. <u>n/a</u>
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 <u>PLEASE SEE ATTACHMENT A</u></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" <u>PLEASE SEE ATTACHMENT B</u></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>
	<p>The above referenced Certifications: HUD-50077, HUD 50070, HUD 50071, HUD 50077-CR, and HUD 5077-SL will be submitted to HUD with the Annual Plan.</p> <p>Sent via certified mail. Packet will include City Council's adoption of the PHA Plan.</p> <p>Part 11.0 (f), Resident Advisory Board Comments are included in <u>ATTACHMENT C</u>, Minutes of the Advisory Board Meeting.</p> <p>The above items will be sent via Fed Ex on June 9, 2011, in care of Sonia Samuels.</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 there under 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.

Attachment A
FY2011 PHA ANNUAL PLAN

Part 10.0 Additional Information:

- (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.**

HUD Strategic Goal 1: Increase the availability of decent, safe, affordable housing.

- A. Apply for additional rental vouchers:

In 2010 the City of Pensacola Housing Department applied for 50 Family Unification Program (FUP) Vouchers to be implemented in conjunction with the Department of Children and Families Neighborhood Network and Foster Care units. It was determined the Housing Department did not meet the application threshold. The Housing Department also applied for 100 additional non-elderly disabled vouchers, formerly the Mainstream Program. This grant was awarded via a lottery which the Housing Department did not win. HUD solicited the City of Pensacola Housing Department to apply for an additional 50 Veterans Administration Supportive Housing (VASH) vouchers, which were awarded in June, 2010. These vouchers were awarded and are currently being administered by the Housing Department in cooperation with the Veteran's Medical Center Clinic. The Housing Department will continue to pursue all grant funding opportunities to assist with meeting the community's housing needs.

- B. Leverage private or other public funds to create additional housing opportunities:

1. The Escambia Consortium leveraged CDBG Disaster funding through the State of Florida in order to provide for the development of a homeless service facility, including transitional housing and emergency shelter to serve 100 persons. The project supports the relocation of Waterfront Rescue Mission, a primary local transient and homeless service provider, from a substandard facility located in a vulnerable area to a more sustainable location which will then allow the provider to offer pre-disaster housing and post-disaster recovery support services. Construction for this project is underway.

Additionally, the CDBG Disaster funding is being used to rehabilitate 48 rental units at Sanchez Court, which is owned by the Area Housing Commission. In addition to storm mitigation improvements, the project incorporates energy efficiency improvements such as tankless gas hot water heaters. This project will assist in preserving affordable housing for long term usage within the City. The contract has been awarded.

2. Through the City of Pensacola's use of CDBG funds in fiscal year 2010, the Homebuyers Club has provided over 150 families, including Section 8 participants, with counseling targeting restoring of their credit, mortgage

protection, and assistance in the purchase of a home. An additional 57 families were assisted with homeownership due to the assistance of State-Proviso funds. 16 homes were purchased through the SHIP program, 25 families received Housing Repair assistance through SHIP funds; 15 families received assistance through the City's CDBG Housing Rehabilitation Program, and 4 newly constructed homes were completed under the City's HOME Housing Reconstruction Program.

3. Two CHDO rental projects are scheduled for completion this year. Palafox Landing, a 96 unit family complex, is nearing completion and has begun initial lease-up. This project received funding from Hurricane Housing Recovery Program (HHRP), HOME Investments Partnerships Act (HOME), private and tax credit financing. Myrtle Grove Apartments consisting of 6 duplexes are also nearing completion, and in the lease-up phase. This rental development received HOME, SHIP, and private funding.
4. Through the Neighborhood Stabilization Program (NSP), local not-for-profit Be Ready Alliance Coordinating for Emergencies (BRACE) has targeted the acquisition and rehabilitation of a substandard workforce mobile home park in foreclosure, thereby preserving the affordability and safety of those units for current tenants and availability of affordable rental or ownership units for future tenants. The park is completing infrastructure improvements and has screened approximately 35 tenants, with 17 approved for rental.
5. Escambia County also received funding through the Homelessness Prevention and Rapid Re-Housing Program (HPRP), which is being locally administered by Catholic Charities of Northwest Florida. Targeting applicants at or below 50% of the area median income, this funding is for people who are currently homeless or at risk of becoming homeless except for this assistance. HPRP funding provides rent and utility deposits and rent and utility payments in order to help families find stable housing. Case management is also an integral component of this program. Funding is projected to be available through mid-2011.
6. With the economic downturn, the focus has shifted away from new construction except in the cases of entities targeting very low income or special needs populations. Habitat for Humanity completed and sold 5 units to date this fiscal year and has 15 more in progress through the Neighborhood Stabilization Program (NSP). Also under NSP, acquisition/rehabilitation of at least 20 foreclosed houses through individual homebuyers and local CHDO's are planned. To date, 12 of the homes have been rehabilitated and 10 are currently occupied by eligible homebuyers. 9 more properties are currently scheduled to close and complete rehabilitation in the next 3 months. All of these properties are located in County or City Redevelopment Areas or Enterprise Zones.

PHA Goal – Improve the quality of assisted housing.

1. Improve voucher management (SEMAP score):

The Housing Department continuously works to improve and maintain its SEMAP score and update its Administrative Plan to conform to Federal Regulations and PIH notices as required. The City Housing Department received an overall High performance rating and congratulations on outstanding performance for Fiscal Year 2010 (see attached letter from HUD dated January 28, 2011).

2. Improve customer satisfaction:

The Housing Department's office hours have been extended for the convenience of clients. Participant workshops, including landlords, are conducted on related topics as requested by participants.

HUD STRATEGIC GOAL 2: Improve community quality of life and economic vitality.

PHA Goal: N/A

HUD STRATEGIC GOAL 3: Promote self sufficiency and asset development of families and individuals.

PHA Goal: Promote self sufficiency and asset development of families and individuals.

1. The Housing Department consistently counsels participants to obtain education and steady employment in order to achieve eventual self sufficiency. This is especially important with the possibility of funding reductions where families may have to assume rental payments themselves.
2. The Housing Department counsels families regarding the Habitat for Humanity and SHIP programs, as well as other homebuyer programs where restoring credit and establishing stable work history is a must when pursuing the possibility of home ownership.
3. The Housing Department has waived the FSS Program based on the shortage of employment opportunities locally and lack of interest on the part of participants.

HUD STRATEGIC GOAL 4: Ensure equal opportunity and affirmatively further Fair Housing.

1. Participation with local Human Relations Commission and Northwest Florida Legal Services on training opportunities for landlords in the area of Fair Housing.

As part of the planning process, the Escambia Consortium must analyze factors that limit fair housing choices. The Housing Department distributes a survey to all new participants in the program to collect first hand information regarding any obstacles to fair housing they have encountered. This information is being used to update the existing Analysis of Impediments to Fair Housing Choice Plan which presents strategies to overcome impediments to fair housing in our community.

2. Include Fair Housing training in landlord workshops and orientations. Fair Housing advocates from Northwest Florida Legal Services and Human Relations Commission generally hold annual workshops for housing staff and also speak at landlord orientations and special Fair Housing workshops held by the Housing Department.
3. Through the Pensacola/Escambia Consortium and its participation in the Homeless Coalition and local Fair Housing and Affordable Housing Committees, the Pensacola Housing Department continues to support just and fair housing opportunities to all residents of Escambia, County and attend Fair Housing training on an annual basis.

Attachment B
FY2011 PHA ANNUAL PLAN

10.0 Additional Information:

(b) Definition of Significant Amendment and Substantial Deviation/Modification.

It is the intent of the City of Pensacola Housing Department's PHA Plan to adhere to the mission, goals, and objectives outlined in the five-year strategic plan. The plan, however, may be modified and re-submitted to HUD should a substantial deviation from program goals and objectives occur. The City of Pensacola Housing Department defines substantial deviations as:

- Any change in the planned or actual use of federal funds for activities that would prohibit or redirect the Housing Department's strategic goals of increasing the availability of decent, safe, and affordable housing for the citizens of the City of Pensacola and Escambia County;
- Any single or cumulative annual change in the planned or actual use of federal funds as identified in the five-year plan that exceeds 25% of the City of Pensacola Housing Department's annual program budget for Section 8 activities;
- A need to respond immediately to Acts of God beyond the control of the Housing Department, such as hurricanes, tornadoes, or other unforeseen event; or
- A mandate from local government officials, specifically from the governing body of the Housing Department, to modify, revise, or delete the long-range goals and objectives of the program.

A substantial deviation does not include any changes in HUD rules and regulations, which require or prohibit changes to activities listed herein.

A Significant Amendment or Modification to the Annual Plan and Five-Year Plan is defined as:

- Changes of a significant nature to the Minimum Total Tenant Payment or admissions policies, or the organization of the waiting list not required by federal regulatory requirements as to effect a change in the Section 8 Administrative Plan.

Attachment C
FY2011 PHA ANNUAL PLAN

MINUTES OF THE RESIDENT ADVISORY BOARD MEETING

The annual meeting of the City of Pensacola Housing Department's Resident Advisory Board for the Choice Voucher Programs was held on Monday, February 21, 2011 at 12:00 p.m. in the Housing Department conference room.

Present for the meeting were: Pat Hubbard, Department Director, Marcie Whitaker, Assistant Director of Housing, Marsha Bazinet, Housing Choice Voucher Program Coordinator; and program participant representatives Ms. Carol Rolle and Mr. Otis Donaldson.

The meeting was opened by Marsha Bazinet, who welcomed the Board representatives and stated the department's appreciation for their participation. Ms. Bazinet reviewed purpose of the Annual Plan, establishing the mission and goals of the Housing Department. Ms. Hubbard reviewed the current situation regarding the problems in Congress and the current lack of a federal budget. Ms. Roll asked how the Housing Department will be dealing with any budget cuts and uncertainty. Ms. Hubbard responded that usually any cuts could be absorbed through attrition; however, depending on the depth of the cuts, it may be necessary to establish a lottery which would require the services of a CPA, and exempting elderly and disabled head of households. Letters will also be sent to landlords regarding reducing rents. Ms. Rolle suggested that the Housing Department consider termination of participants who have overpayments first.

She and Mr. Donaldson agreed a policy should be instituted that persons should be allowed one overpayment only; any second incident by the same participant should end in termination. Both agree with exempting elderly/disabled households from any lottery.

The Board members discussed any improvements that could be made to program procedures to assist clients and to give better service.

The Board was advised of the timeline for presenting the Annual Plan for approval through the public comment period and through the Public Hearing process, the acceptance of the plan by City Council, and the forwarding of the plan through electronic transmission for HUD approval. Board members requested that they be notified by mail or phone in advance of the next meeting and/or the Public Hearing.

The meeting adjourned at 2:00 p.m.

PUBLIC HEARING NOTICE
CITY OF PENSACOLA PROPOSED ANNUAL PHA PLAN
FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

The Annual PHA Plan for the City of Pensacola's Section 8 Housing Choice Voucher Program is currently available for public review and comment. The proposed Plan outlines the goals and objectives for serving the needs of the City's Section 8 program participants for Fiscal Year 2011/2012. All comments regarding the Plan must be received, in writing, no later than April 15, 2011 at 5:00 PM. Comments may be mailed to the City of Pensacola, Department of Housing, P.O. Box 12910, Pensacola, FL 32521, or hand delivered to the Housing Department, 420 W. Chase Street. The proposed Plan is available for public review at the Housing Department between the hours of 7:00 AM - 6:00 PM, Monday through Thursday, at the West Florida Regional Library from 8:00 AM - 5:00 PM, Monday through Saturday, and on the Internet at the Internet address listed below:

City of Pensacola
Housing Department
420 W. Chase Street
Pensacola, Florida 32501

Pensacola Regional Library
Reference Desk, Second Floor
200 W. Gregory St.
Pensacola, Florida 32501

Internet
City of Pensacola
Housing Department Web Page:
www.ci.pensacola.fl.us/services/housing/index.html

A public hearing will be held on April 18, 2011, at 9:00 AM, at the Housing Department, 420 W. Chase Street, to review the Plan and comments received.

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable modifications for access to City services, programs and other activities. Please call 858-0350 (or T.D.D. 595-0102) for further information. Requests must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.

Ashton J. Hayward, III
Mayor

VIOLENCE AGAINST WOMEN PLAN

The City of Pensacola Housing Department has adopted the following plan to assist victims of domestic violence, dating violence, sexual assault or stalking to enhance victim safety under VAWA 2005. The following is the excerpt from the Section 8 Administrative Plan for the City of Pensacola:

The Violence Against Women and Department of Justice Reauthorization Act of 2005 requires that:

- a. Being a victim of domestic violence, dating violence, or stalking (collectively known as “abuse”) is not a basis for denial of assistance to the Section 8 Housing Assistance Programs.
- b. Incidents or threats of abuse will not be regarded as “serious or repeated violations of the lease” for termination of assistance, tenancy, or occupancy rights of a victim of abuse and
- c. Criminal activity directly relating to abuse, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control shall not be a cause for termination of assistance, tenancy, or occupancy rights if the tenant or immediate member of the tenant’s family is the victim or threatened victim of that abuse.
- d. The Housing Department or owner/manager may remove a household member from a lease without regard to whether the household member is a signatory to the lease, in order to evict, remove, terminate occupancy rights or terminate assistance to any individual who is a lawful tenant or lawful occupant and who engages in physical violence against family members or others without evicting, removing, terminating assistance, or otherwise penalizing the victim of such violence, who is also a tenant or lawful occupant.
- e. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by federal, state, or local law for termination of leases or assistance. This federal statute authority takes precedence over any federal, state, or local law to the contrary, however, any eviction or removal or termination of assistance must

f. be in accordance with procedures prescribed by federal, state, and local law (i.e. Landlord-Tenant Act and the Housing Choice Voucher program regulations.)

~~f.g.~~ The City of Pensacola Housing Department will request (and an owner may request) an individual to certify that the individual is a victim of abuse and that incidences of abuse are bona fide. The certification must contain the name of the perpetrator, and the victim must provide the certification within 14 business days after the individual receives a request for such certification from the Housing Department representative. If the certification is not provided, the Housing Department and/or owner may terminate assistance.

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~~g.h.~~ All information provided by the victim is confidential. Tenants will be informed of their rights in these cases during all eligibility and recertification meetings.

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~~h.i.~~ The victim is allowed to self-certify, or the Housing Agency and/or the owner will accept documentation signed by a victim service provider, an attorney, or a medical professional from whom the victim has sought assistance in addressing domestic violence, stalking, dating violence, or the effects of the abuse in which the professional attests under penalty of perjury to the professional's belief that the incident(s) are bona fide, and the victim has signed or attested to the documentation. Federal, state, tribal, territorial or local police or court record will be acceptable. HUD-50066 will be required within 14 days of request by the Housing Department staff.

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~~i.j.~~ The family may request portability in violation of the lease under portability procedures if the family has met all other procedures and has moved out of the assisted unit to protect the health or safety of an individual who is or has been the victim of abuse, and who reasonably believed he or she was imminently threatened by further violence if he/she remained in the unit.

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Housing Ordinance(s) Practices

Housing seminars, ads, luncheons, meetings and other an array of people and agencies for purpose of community concerns.

impediments, each impediment was broken down were then evaluated and analyzed. As a result of this using the Consortium (of which the City of Pensacola) to support fair and equal access to housing for all

the brokering services, the Escambia-Pensacola Human Opportunity and fair housing agency, monitors the activity orders to ascertain instances of improper action.

the lenders to ensure that the specific and unique needs were addressed in defining the overall lending

encouraged to make a strong commitment to fair and equal access to housing. The Pensacola Association of Realtors, Inc., has attained and maintained a 99% Voluntary Equal Housing Opportunity signatory rate.

Homeownership Housing Programs offered in the local area to provide choice in selection of their place of residence.

to increase rental housing to allow for increased housing

jurisdictions encompassed within the Pensacola had a 2000 Census population of 344,406 (Escambia County: 81,608), and currently has an estimated 2007 population of 291,135 and Santa Rosa County: 102,338). Representatives of these jurisdictions participate in the Consolidated Plan and in the preparation of this Fair Housing Plan shall apply to all jurisdictions unless stated otherwise in the Plan.

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advice, input and support of the Fair Housing Working Group is provided in Exhibit I. The Working Group was charged with identifying and assessing community-wide needs in relation to perceived deficiencies or impediments to fair housing and identifying possible solutions or actions that address the impediments identified by local governments; and devising meaningful ways to achieve the goals and objectives attained through the Fair Housing Plan.

information regarding coverage, applicability and legal interpretation of State and Local Fair Housing laws and regulations.

the distinction of and relationship between landlord/tenant law and discriminatory practices and equal access statutes.

and fair housing policy.

consortium between highly urban and very rural areas,

of affordable rental and ownership housing for very low income and minority individuals that the Consortium.

from conventional (primary market) lenders is highly

borrowers are subject to significantly higher interest rates in the secondary mortgage market for home/home repair and financial assistance needs.

Fair Housing Ordinance(s)

Pensacola's current Fair Housing Ordinances, though they do not meet the requirements of the Federal Fair Housing Law, currently appear when compared to Florida's Substantially Equivalent Fair Housing Law. The quantity and type of cases filed in the

Discriminatory Practices:

within the local area may include intended or unintentional discrimination.

and landlords as to what constitutes fair housing practices. Examples include: regard to client screening, background/record checks,

and outreach services to a regional arena through
Regional Planning Council's Regional Fair Housing

with the University of West Florida Center for State
and continually assess the fair housing issues of the
income and minority populations within the Consortium.
and landlords participating in assisted housing
landlord responsibilities, duties, and approaches to

are designed to increase the production of affordable
in order to increase access to such housing for lower

development of blighted neighborhoods that will over
housing choice, and produce diverse, mixed
evidenced a high concentration of low income and/or

currently unproductive vacant properties with serious
actively re-utilized to elicit the development of new,
neighborhoods.

encourage reinvestment in and redevelopment of
and/or minority neighborhoods.

Housing

concerning accessibility requirements that are
rents or major rental renovation projects.

...ents to increase the level of advertising and
...cts to low/moderate and minority clients to enhance
...roups.

...housing cases filed to ascertain the basis, quantity,
...g complaints. This indicator will be used to
...ess of the local fair housing ordinances and the
...in the Consortium.

...pliance education and outreach activities for area
...g within the consortium.
...f fair housing activities upon assuring the maximum
...persons.
...ousing complaints or problems, and target education,
..., as appropriate, through the Escambia-Pensacola

...orkshop(s) or training session(s) within the Consortium
...the general public at large.
...option of the tenets of the National Association of
...of Homebuilders Voluntary Affirmative Marketing
...tor and homebuilder associations.

