

6.0 PHA Plan Update

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

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

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

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

 N/C 903.7(2) Financial Resources

 N/C 903.7(3) Rent Determination

 N/C 903.7(4) Operation and Management

 N/C 903.7(5) Grievance Procedures

 N/A 903.7(6) Designated Housing for Elderly and Disabled Families

 N/C 903.7(7) Community Service and Self-Sufficiency

 N/A 903.7(8) Safety and Crime Prevention

 N/A 903.7(9) Pets

 N/C 903.7(10) Civil Rights Certification

 X 903.7(11) Fiscal Year Audit

 N/A 903.7(12) Asset Management

 N/C 903.7(13) Violence Against Women Act (VAWA)

6.0 903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures *NO CHANGE*

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8

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

(1) Eligibility

WCHA conducts screening to the following extent:

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

WCHA requests criminal records from with of the following enforcement agencies for screening purposes:

- Local law enforcement agencies
- State law enforcement agencies

WCHA shares the following information with prospective landlords:

- Name and address of last know landlord

(2) Waiting List Organization

The WCHA waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list.

Interested persons may apply for admission to section 8 tenant-based assistance at the WCHA main administrative office located at:

- 4024 S. Expressway 77
Raymondville, TX 78580

(3) Search Time

WCHA does not give extensions on the standard 60-day period to search for a unit.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

WCHA has established preferences for admission to the section 8 tenant-based assistance other than date and time of application.

WCHA plans to employ the following established admission preferences for admission to its section 8 tenant-based assistance program:

<u>Priority</u>	<u>Preference</u>
<u>1</u>	Working families and those unable to work because of age or disability
<u>1</u>	Elderly
<u>1</u>	Disabled

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

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

(5) Special purpose section 8 assistance programs)

At present, WCHA does not have any special purpose section 8 assistance programs.

6.0 903.7(2) Financial Resources ***NO CHANGE***

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2010 grants)		
a) Annual Contributions for Section 8 Tenant-Based Assistance (Estimated)	166,478.00	
b) Resident Opportunity and Self-Sufficiency Grants		
c) Community Development Block Grant		
d) HOME		
Other Federal Grants (list below)		
4. Other income (list below)		
5. Non-federal sources (list below)		
Rural Farm Labor	163,680.00	
Total resources	330,158.00	

903.7 (3) Rent Determination Policies ***NO CHANGE***

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8 Tenant-based Assistance

(1) Payment Standards

WCHA has established its payment standard at:

- 100% of FMR

WCHA selected this standard because the FMRs are adequate to ensure success among assisted families in the PHA’s segment of the FMR area.

WCHA reevaluates the payment standards for adequacy at least annually and considers the following factors in its assessment of the adequacy:

- Rent burdens of assisted families

(2) Minimum Rent

WCHA has established a minimum rent in the amount of \$-0-

WCHA has not adopted any discretionary minimum rent hardship exemption policies.

6.0 903.7(4) Operation and Management ***NO CHANGE***

(1) PHA Management Structure

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

The Executive Director directs the day-to day management and operation of the Housing Authority with the assistance of the following Section 8 staff:

- Occupancy Specialist
- Section 8 Inspectors

- b. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	57	0
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/ Vouchers (list individually)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

- c. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

- (2) Section 8 Management: (list below)

- Section 8 Administrative Plan

6.0 903.7(5) Grievance Procedures ***NO CHANGE***

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8 Tenant-Based Assistance

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

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

- WCHA main administrative office located at
4024 S. Expressway
Raymondville, TX 78580

903.7(6) Designated Housing for Elderly and Disabled Families

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(7) Community Service and Self-Sufficiency ***NO CHANGE***

Willacy County Housing Authority does not administer any Public Housing and therefore is exempt from the community service requirements.

In regards to the self sufficiency aspect, WCHA is not require to participate in such a program but wishes to research the feasibility of voluntarily participating in a self-sufficiency to enhance the economic and social self-sufficiency of our assisted family participants.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

The PHA has not entered into a cooperative agreement with the TANF Agency to share information and/or target supportive services (as contemplated by section 12(d) (7) of the Housing Act of 1937.)

2. Other coordination efforts between the PHA and TANF agency include:

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

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B. Services and programs offered to participants

(1) General

a. Self-Sufficiency Policies

The PHA will employ the following discretionary policies to enhance the economic and social self-sufficiency of assisted families in the following areas:

- Section 8 admission policies

b. Economic and Social self-sufficiency programs

The PHA does not coordinate, promote or provide any policies or programs for the enhancement of the economic and social self- sufficiency of assisted families.

(2) Family Self Sufficiency program/s

a. Participation Description

WCHA is not required to provide a self sufficiency program but is very interested in voluntarily providing one to assist and motivate our participants to become self-sufficient.

WCHA will research the possibility starting a voluntary self-sufficiency program and how to go about it.

WCHA is not required to maintain a minimum program size by HUD as it does not have a mandated FSS program.

C. Welfare Benefit Reductions

The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:

- Pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies

D. Community Service Requirement

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(8) Safety and Crime Prevention

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

6.0 903.7(9) Pets **NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING**

903.7(10) Civil Rights Certification **NO CHANGE**

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

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its Section 8 Tenant-based assistance Housing Choice Voucher program.

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

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

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

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

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

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

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

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

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

6.0 903.7(11) Fiscal Year Audit ***NO CHANGE***

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

The most recent fiscal audit was submitted to HUD.

There were some findings as the result of that audit.

All findings have been resolved to HUD's satisfaction.

903.7(12) Asset Management

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(13) Violence Against Women Act (VAWA) ***NO CHANGE***

Willacy County Housing Authority
VAWA Support and Assistance Statement

Willacy County Housing Authority is under new management as of February 28, 2011. As the new Executive Director I am committed to working towards moving the agency to full compliance in all areas. This includes meeting the provisional requirements addressed in the Violence Against Women and Reauthorization Act of 2005 (VAWA).

Willacy County Housing Authority has incorporated in its PHA Plan goals and objectives the applicable provisions of the VAWA to provide support or assistance to victims of domestic violence, dating violence, or stalking.

In addition, WCHA will seek assistance in updating the Section 8 Housing Choice Voucher Administrative Plan to incorporate the required VAWA protections.

The WCHA goal to provide an improved living environment shall be met by its effort to implement measures to assist victims of domestic violence in avoiding their abusers and continuing occupancy in assisted housing. WCHA has provided the required notification via a pamphlet to all participants and landlords under the Section 8 program.

Towards its effort to meet the PHA goal to promote self-sufficiency and asset development of assisted households the WCHA is seeking to partner with local agencies to provide or attract supportive services to assist victims of domestic violence move out of their abusive situations and begin a new start. WCHA has partnered with the Motivation, Education, and Training (MET) Program to send referrals as needed. Building self-esteem is crucial in overcoming the down trodden affects resulting after years of domestic abuse. MET can begin to help bring the abused individual to become motivated, seek or continue their education and receive needed training. In addition, WCHA maintains informational pamphlets

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The Willacy County Community Plan 2011, address a section on Coordination of Resources and gives examples of some existing agencies that work together by sharing information and making referrals. WCHA will make contact with the Community Planning Group on their progress and how to establish contact with some of the existing agencies to coordinate referrals for individuals seeking help against domestic violence, dating violence, and stalking.

It is the intent of the WCHS to maintain compliance with all applicable requirements imposed by VAWA. WCHA efforts may include to:

- Provide and maintain housing opportunities for victims of domestic violence, dating violence, or stalking;
- Create and maintain collaborative partnerships between PHA, victim service providers, law enforcement authorities, and other supportive groups to promote the safety and well-being of victims of domestic violence, dating violence, or stalking (whether actual or imminent threat) who are assisted by PHA;
- Take appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting families or individuals assisted by PHA.

WCHA has trained its staff on the required confidentiality issues imposed by VAWA.

- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan.

The following are the specific locations where the public may obtain copies of the 2010 Annual Plan:

- PHA Administrative Office
4024 S. Expressway 77
Raymondville, TX 78580

<p>7.0</p>	<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>a. HOPE VI or Mixed Finance Modernization or Development NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>b. Demolition and/or Disposition NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>c. Conversion of Public Housing NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>d. Homeownership</p> <p>1. Public Housing NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>2. <u>Section 8 Tenant Based Assistance</u> NO CHANGE</p> <p>The PHA does not plan to administer any homeownership programs for section 8. Program Description:</p> <p>The PHA will not limit the number of families participating in the Section 8 homeownership option.</p> <p>The PHA has not established eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.</p> <p>e. Project-based Vouchers</p> <p>Agencies utilizing the Section 8 Project Based Voucher Program, including certificate programs that were converted to vouchers or intending to utilize the Section 8 Project Based Voucher Program during the upcoming fiscal year are required to provide the following information.</p> <p>Our agency is not currently operating and does not intends to operate a Section 8 Project Based Voucher Program.</p>
<p>8.0</p>	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. NOT APPLICABLE – PHA DOES NOT ADMINSTER PUBLIC HOUSING</p>
<p>8.1</p>	<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. NOT APPLICABLE – PHA DOES NOT ADMINSTER PUBLIC HOUSING</p>

- 8.2 Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, 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.
NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING
- 8.3 Capital Fund Financing Program (CFFP).** *N/A*
 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.
NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

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

The need for decent, safe and affordable housing in Raymondville and Willacy County has and is increasing on a daily basis. The housing unemployment is on the rise and making otherwise affordable housing unaffordable to many families. Compounding this problem is that many of the older houses previously on the HCV program are plummeting into substandard housing with the landlords no longer willing to make necessary repairs. The PHA is planning applications for Tax Credits to develop an additional 50 units within the next 36 months.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Qualit-y	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	416	5	4	4	4	4	4
Income >30% but <=50% of AMI	300	5	4	4	4	4	4
Income >50% but <80% of AMI	218	5	4	4	4	4	4
Elderly	142	5	4	4	4	4	4
Families with Disabilities	240	5	5	5	5	5	5
White	38	5	4	4	4	4	4
Black/African American	4	5	4	4	4	4	4
Hispanic	892	5	4	4	4	4	4
Native American							
Asian							

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	6		10
Extremely low income <=30% AMI	0		
Very low income (>30% but <=50% AMI)	0		
Low income (>50% but <80% AMI)	6	100%	
Families with children	4		
Elderly families	0		
Families with Disabilities	0		
White	6	100%	
Black/African American	0		
American Indian/Alaska Native	0		
Asian	0		
Native Hawaiian/Other Pacific Islander	0		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

9.1

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

(1) Strategies CHANGE

Need: Shortage of affordable housing for all eligible populations

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

- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

PHA shall strive to Increase the number of affordable housing units by:

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

Need: Specific Family Types: Families at or below 30% of median N/A

PHA pool of applicant families ensures that the PHA will meet income targeting requirements to provide available assistance to families at or below 30 % of AMI

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

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

- Employing admissions preferences aimed at families who are working
- Coordinate efforts to provide support services to assist participants in becoming employable

Need: Specific Family Types: The Elderly

PHA shall strive to target available assistance to the elderly by:

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

9.1	<p>Need: Specific Family Types: Families with Disabilities</p> <p>PHA shall strive to target available assistance to Families with Disabilities by:</p> <ul style="list-style-type: none"> ▪ Applying for special-purpose vouchers targeted to families with disabilities, should they become available ▪ Affirmatively marketing to local non-profit agencies that assist families with disabilities <p><u>(2) Reasons for Selecting Strategies</u></p> <ul style="list-style-type: none"> ▪ Funding constraints ▪ Limited availability of sites for assisted housing ▪ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
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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. 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).</p> <p><u>ANNUAL UPDATE</u></p> <p>As of February 28, 2011 Willacy County Housing Authority is under the management of a new Executive Director. One of many items found to be incomplete was the preparation and submission of the FY 2010 Five Year/Annual PHA Plan for the Agency. Through the gracious consent of HUD, the PHA was permitted to complete and submit the FY 2010 PHA Plan. WCHA is very happy to report that this effort was accomplished and await approval of the FY 2010 PHA Plan form HUD.</p> <p>As the FY 2011 Annual Plan update was due at HUD on April 15, 2011, and the Plan required little change, we prepared the FY 2011 Annual Plan to submit to HUD at the same time.</p> <p>WCHA is committed to working towards accomplishing as much as possible in the Goals and Objectives established in the FY 2010 PHA Plan. At the present time we do not have an update to report on the progress as these goals and objectives were just established.</p>
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PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING

Willacy County Housing Authority desires to expand the supply of assisted housing to meet the needs of the low-income families in our jurisdiction. To strive in meeting our goal #1 the WCHA established the following objectives:

- Apply for additional rental vouchers: when NOFAs are announced
- Leverage private or other public funds to create additional housing opportunities: WCHA will research for avenues and work towards establishing partnerships to create housing opportunities. The PHA is planning applications for Tax Credits to develop an additional 50 units within the next 36 months.
- Acquire or build units or developments

PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING

As Willacy County Housing Authority administers a Section 8 Housing Choice Voucher Program and does not manage properties that the program participants rent, the quality of housing rests on the shoulders of the participating Landlords. However, WCHA can and will set standards to encourage and enhance the desire for landlords to improve the quality of assisted housing. To strive to accomplish this goal, WCHA has set the following objectives:

- Improve voucher management: (SEMAP score): WCHA is under new management that is committed to improving the WCHA SEMAP Score to remove the Agency's performance status from 'Troubled' to 'Standard Performer'.
- Increase customer satisfaction: WCHA shall concentrate on improving customer satisfaction by:
 - Keeping the program participants informed on any rule or regulation changes that may affect them as participants;
 - Listening to participants concerns and/or problems they encounter during their search for a unit and after move-in
 - Make determined effort to seek consciences compliant landlords
- Concentrate on efforts to improve specific management functions: WCHA new management will perform a self assessment to determine areas that may need improvement and provide staff with training as needed. We already see the need to improve voucher unit inspections and will train 2 employees to become certified HCV inspectors. Once certified, the inspectors will be expected to provide adequate and timely inspections. Other staff training will be provided as the need arises and funding is available.

PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES

Developing and maintaining a list of compliant consciences landlords is crucial to increasing the assisted housing choices for WCHA HCV participants. Efforts to meet this goal may include:

- Conduct outreach efforts to potential voucher landlords: WCHA is committed to finding landlords that are conscientious in supplying decent, safe, and affordable housing to our program participants. In the past, WCHA has advertised for landlords to participate in the program and will continue to do so. However, we feel the need to keep the landlords abreast of program rules, regulations, funding

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availabilities, etc. that may affect their continued participation as a Section 8 landlord. To accomplish this, WCHA will begin holding informative landlord meetings on a quarterly basis. Should significant information be received by the PHA in between quarters that may affect landlords, the WCHA will inform the participating landlords by notification or schedule a special landlord meeting to inform them.

- Increase voucher payment standards: WCHA will review its payments standards at least annually when HUD publishes new Fair Market Rent data and make a determination on whether to increase or possibly decrease the payment standard.

PHA GOAL #4: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS

WCHA wants to commit to a Voluntary Family Self-Sufficiency Program to encourage our participant families to obtain employment to lead them to economic independence and self-sufficiency. WCHA staff shall begin researching the achievability of offering a voluntary Self Sufficiency Program to our HCV participants. We have established the following objectives to help us accomplish this:

- Provide or attract supportive services to improve assistance recipients' employability: With the limited funds available to our agency we will begin our research towards finding local entities and agencies to partner with who can provide supportive services at no cost to our Agency.

PHA GOAL #5: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: To further our commitment to full compliance with applicable Fair Housing Laws, the WCHA will provide any available educational Fair Housing information to our Section 8 applicants at voucher issuance briefing and to our participants at Move briefings. In addition WCHA will provide the HUD Discrimination Complaint form when requested and it needed assist the family in completing the form. As funding permits, WCHA will subscribe to publications on Fair Housing practices and provide staff Fair housing training when offered in our area. In addition, WCHA will take affirmative steps to communicate with families who need services or information in a language other than English.
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: WCHA will take an active role in communicating reasonable accommodation needs of the HCV holder to landlords and provide regulation guidance to the landlord in meeting heir needs.
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Upon request of an applicant or participant family, WCHA will assist households who have disabled members find suitable housing. One way WCHA can do this is by providing the applicant or participant family a list of known accessible units at voucher issuance briefing for applicants and at annual recertification for participants.

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PHA Goal #6: ENSURE WCHA COMPLIANCE WITH VAWA

WCHA shall strive to implement the following objectives as soon as possible to ensure compliance with all provisions of the Violence Against Women and Reauthorization Act of 2005 (VAWA) as enacted to serve the needs of child and adult victims of domestic violence, dating violence, or stalking by:

- Ensure public housing and Section 8 tenants are advised of their rights under VAWA:
 - Notify all Section 8 program participants of their specific rights under VAWA, to include their right to confidentiality and the limits thereof under Section 606 of the Act;
 - Provide essential information on specific rights under VAWA in the application packet given to all new applicants
 - Notify owners and managers of Section 8 rental units of their specific rights and obligations under Section 606 of the Act
- Ensure equal access to housing programs by victims of domestic violence:
 - Revise Section 8 Administrative Plan to address:
 - Section 8 selection/admission assistance will not be denied based on an applicant or participant being a victim of domestic violence, dating violence or stalking if they are otherwise qualified as an applicant.
- Ensure equal enjoyment to housing programs by victims of domestic violence
 - Revise Section 8 Administrative Policy to address the following:
 - An incident or incidents of actual or threatened domestic violence, dating violence or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence and shall not be good cause for terminating the assistance, tenancy or occupancy rights of the victim of such violence.
 - Section 8 termination of assistance/eviction procedures will not be enacted in cases where one or more members of the household is or has been a victim of criminal activity directly relating to domestic violence, stalking or dating violence. The PHA reserves the right to bifurcate the public the Housing Choice Voucher to evict, remove or terminate rental assistance only to the perpetrator of such violence.
- Increase victim confidentiality
 - The PHA will request that an individual certify via a HUD approved certification form that the individual is a victim of domestic violence, dating violence or stalking, and the incident or incidents in question are bona fide incidents of such actual or threatened abuse.
 - Information provided by the victim pursuant to the certification shall be retained in confidence and not entered into any shared database nor provided to any related entity except when the disclosure is: consented to by the individual in writing, required for use in eviction process
 - Train WCHA staff on the requirements of VAWA and on the importance of complete confidentiality of all information of the victim(s) of domestic violence, dating violence, or stalking.

10.0 (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.**) **NO CHANGE**

Substantial Deviation from the 5-Year Plan

- A fundamental shift in the PHA’s long range goals and objectives

Significant Amendment or Modification to the Annual Plan

- Changes to rent or admissions policies or organization of the waiting list

(c) PHA’s must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. (**Note: Standard and Troubled PHAs complete annually.**) **NO CHANGE**

In 2009 the Willacy County Housing Authority signed a Corrective Action Plan (CAP) with HUD to correct deficiencies identified during HUD on-site reviews and through the scoring of subsequent SEMAP Certifications.

On April 28, 2010 a revised Correction Action Plan was submitted to HUD by the previous Executive Director. The revised CAP detailed proposed and completed actions to correct the deficiencies. Letter on file dated June 2, 2010 from HUD to the previous Director states that based upon their review of the corrective actions proposed and note as completed, HUD approved the CAP. As a separate action HUD was to review the backup documentation provided by WCHA as evidence of completing corrective actions.

Since February 2011 WCHA is under the new management. On March 28, 2011, we submitted to HUD a progress report on the CAP to address HUD’s suggestions regarding the PHA’s Administrative Plan Section 8 on SEMAP indicators 1 and 2 through 13 in working towards the most effective method of abiding to program regulations and quality control of the program.

Letter dated May 16, 2011 received from HUD provided very helpful comments and guidance to assist WCHA in meeting the need to develop procedures to validate and document Quality Control sampling of files as required for Indicators 1, 2, 3, 5, and 6.

We were able to obtain some additional guidance from our consultant who provided us with a Section 8 HCV Procedures Manual (Supplemental Chapter XIV, Preparation of SEMAP Certification) and immediately began utilizing the material to document our processes.

At present we are awaiting comments from HUD on what we presented.

<p>11.0</p>	<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) NOT APPLICABLE – NO PUBLIC HOUSING</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) NOT APPLICABLE – NO PUBLIC HOUSING</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) NOT APPLICABLE – NO PUBLIC HOUSING</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) NOT APPLICABLE – NO PUBLIC HOUSING</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 style="padding-left: 40px;">Provided as attachment tx454a01</p> <p>(g) Challenged Elements – NO ELEMENTS CHALLENGED</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) NOT APPLICABLE – NO PUBLIC HOUSING</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) NOT APPLICABLE – NO PUBLIC HOUSING</p>
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Attachment: tx454a01
Willacy County Housing Authority
Resident Advisory Board Consultation Process and Comments – FYB 2011

1. Resident notification of appointment to the Advisory Board

At beginning of PHA Plan process, sent out letter to all participants of opportunity to serve on Resident Advisory Board - **April 27, 2011**

2. Resident Advisory Board Selection

Selection made from resident/participant response - **April 27, 2011**

3. Meeting Organization

Schedule date to meet with Resident Advisory Board for input to PHA Plan
April 28, 2011

Notify Resident Advisory Board of scheduled meeting - **April 27, 2011**

Hold Resident Advisory Board meeting - **April 28, 2011**

4. Notification of Public Hearing

Schedule date for Public Hearing and place ad

Public Hearing ad was placed in the Raymondville Chronicle and Willacy County News, Raymondville, Texas, on Wednesday, April 27, 2011.

The date scheduled the Public Hearing is June 28, 2011

Notify Resident Advisory Board - **April 27, 2011**

Hold Public Hearing meeting - **June 29, 2011**

5. Documentation of resident recommendations and PHA's response to recommendations

RAB Meeting
April 28, 2011

The meeting was called to order at 3:30 pm on April 28, 2011. An election was held to vote in officers for the RAB. Election results are as follows:

President - Isabel Fonseca
Secretary - Frances Robles

Mr. Guerra, Willacy County Housing Authority Executive Director, explained the Annual PHA Plan.

Ms. Contreras explained the process to qualify for the Section 8 Housing Choice Voucher Program.

There were no comments received. The next meeting is to be held in two weeks on Thursday, May 12, 2011 at 3:30 pm. Meeting was adjourned.