

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>Housing Authority of Skagit County</u> PHA Code: <u>WA061</u> PHA Type: <input type="checkbox"/> Small <input 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>629</u>				
3.0	Submission Type <input 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.				
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:				
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.				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: 3. Rent Determination: annual update of HCV payment standards and utility allowances. (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. Copies of the 5-Year and updated Annual PHA Plan are available to the public at the offices of the Housing Authority of Skagit County, 1650 Port Drive, Burlington, WA 98233.				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.				
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.				
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.				
8.3	Capital Fund Financing Program (CFFP). <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.				

9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>SEMAP High Performer not required to complete this section for Annual PHA Plan. However, the following updates Section 8 waiting list data : The Section 8 waiting list for the Housing Authority of Skagit County contains nearly 3,200 applicants. Of these, 14% are elderly, 26% are persons with disabilities and 60% are families with children. The bedroom distribution is: 48% one bedroom; 30% two bedroom; 17% three bedroom; and 5% four bedroom or larger. The waiting period for a voucher is approximately 92 months from the time of application.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p>
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. Not required. HASC is a SEMAP High Performer.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" Not required. HASC is a SEMAP High Performer.</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>

**PHA Certifications of Compliance
with PHA Plans and Related
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 06/30/2011

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning October 2011, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Housing Authority of Skagit County

WA061

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20__ - 20__
 Annual PHA Plan for Fiscal Years 20¹¹ - 20¹²

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Shelley Nevitt

Title

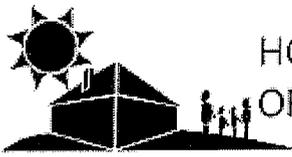
Madam Chair

Signature

Shelley Nevitt, Chairperson

Date

July 13, 2011



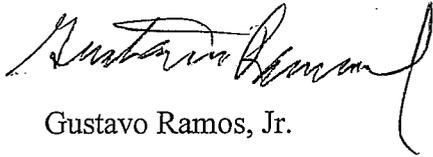
HOUSING AUTHORITY
OF SKAGIT COUNTY

To: Richard Wall
HUD Seattle Office

From: Gustavo Ramos, Jr.
Executive Director

Re: PHA Annual Plan Public Meeting

The Board of Commissioners of the Housing Authority of Skagit County held a public meeting on July 13, 2011 at 1650 Port Drive, Burlington, WA 98233 to entertain and discuss any issues or challenges to the PHA Annual Plan for the period beginning October 2011. There were no issues or challenges presented and the meeting was adjourned thereafter.



Gustavo Ramos, Jr.



Housing Authority of Skagit County

1650 Port Drive • Burlington WA 98233-3106
FAX (360) 424-6005

ELDERLY & FAMILY HOUSING
(360) 428-1959

LOW-INCOME HOME WEATHERIZATION
(360) 856-1223

Violence Against Women and Department of Justice Reauthorization Act of 2005 (VAWA)

Housing Authority of Skagit County does not engage in services related to Domestic Violence or Sexual Assault however we have a very good relationship with Skagit Domestic Violence and Sexual Assault, the advocacy agency in our community.

Below are some of the services offered by Skagit Domestic Violence and Sexual Assault but not limited to:

All services are provided without charge. Experienced Spanish speaking staff are available at the office and shelter.

Services for adults in all agency programs include safety planning, individual advocacy, support groups, and linkages to community resources such as education and job training programs, and access to transitional or permanent housing resources. Specialized legal advocacy is available for assistance with civil and criminal issues. Chemical dependency referral services are available to those struggling with substance abuse. In addition to the core services, shelter residents are provided with all basic needs, including food, clothing, personal care items, bus tickets and emergency needs. Interpreter services are available and provided as needed.

Likewise, core services for children in our programs include childcare, individual advocacy, support groups, age-appropriate safety planning, and advocacy with school and other resources.

24-hour crisis intervention, emergency confidential shelter, advocacy, support services, resource information together with education and training for members of the community are provided without discrimination by reason of race, color, religion, disability, pregnancy, national origin, sexual orientation, gender, age, ethnicity, income, veteran status, marital status, or any other basis prohibited by federal, state or local law. All services are confidential and provided free of charge.

A. DESCRIPTION OF SERVICES

- Emergency shelter program:** Provides temporary shelter through a confidential emergency shelter program for victims who cannot safely remain in their homes due to violence. Services include food, clothing and other necessities, individual advocacy as well as legal, medical and social service agency advocacy and support groups. Support and problem solving help guide victims to the autonomy necessary to remain out of a dangerous living situation.
- Crisis-intervention:** Skagit DV & SA Services maintains a 24-hour hotline for domestic violence and sexual assault. Survivors, family members, or social services providers can call anytime to seek help for themselves or someone they know. Our training advocates can provide them with information and referrals, legal advocacy, medical advocacy, and general emotional support.

- Advocacy-based counseling:** Advocacy-based counseling is available to all survivors or family members who have been affected by domestic violence and/or sexual assault and is provided by a qualified and experienced advocate specifically trained in the areas of domestic violence and sexual assault. Regular appointments may be scheduled Monday through Thursday 8:00 a.m. to 6:00 p.m.

- Legal advocacy:** Provides information and referrals for resources, attorney referrals, active advocacy for/with clients, assistance with obtaining Orders of Protection, Crime Victims Compensation application assistance, courtroom/hearing support, legal education regarding the law and domestic violence and sexual assault issues, assistance with paperwork, networking with law enforcement, the courts, legal advisors and other agencies. Monday through Thursday 8:00 a.m. to 6:00 p.m.

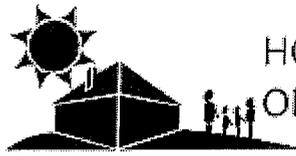
- Medical advocacy/Emergency room assistance:** Skagit DV & SA Services advocates are available to provide information about medical options, connect people to resources, and accompany victims to the emergency room for exams.

- Specialized training:** for staff/volunteers who provide direct services to victims and for personnel employed by the criminal justice system, social services, mental health, hospitals, etc. Volunteers are the backbone of our agency; they help with our 24-hour crisis line, provide support services to victims of abuse, assist staff in the office and at the shelter and assist with clerical support, community education, fundraising projects and providing advisory services to the agency. Call our office at 336-9591 to find out when the next bi-annual advocacy training will be held.

- Adult Women's Domestic Violence Support Group-** Provides a safe, comfortable, non-judgmental atmosphere for clients to process crisis and recovery issues in a group setting and provides education and information regarding domestic violence issues. Group is held weekly on Thursday evenings. Call office for intake and referral.

- Children's Safety and Prevention Activity Group-** Provides a safe, comfortable, social and learning atmosphere for the children of domestic violence victims who are in the Domestic Violence support groups. Group is held weekly on Thursday evenings.

- Adolescent Survivors of Sexual Assault/Abuse Education-Based Support Group-** Provides a safe, comfortable, non-judgmental atmosphere for resident adolescents to learn about the healing process and gain the tools to reclaim their lives. Provides education and information regarding abuse issues in a group setting. Groups are provided at area schools.



HOUSING AUTHORITY
OF SKAGIT COUNTY

Housing Authority of Skagit County (WA061)
Annual Plan for FYB 10/2011

Resident Advisory Board Comments

Letters were sent to ten Section 8 participants who were deemed most likely to respond and participate in the plan review. A meeting was set for June 15, 2011 for these participants to attend and review the plan. None of the participants came for the meeting so no comments are available upon which to comment.