

# 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	<b>PHA Information</b> PHA Name: <u>Brown County Housing Authority</u> PHA Code: <u>WI186</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>01/01/2011</u>																										
2.0	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>0</u> Number of HCV units: <u>3,234</u>																										
3.0	<b>Submission Type</b> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																										
4.0	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	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:					
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PHA 3:																											
5.0	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.																										
5.1	<b>Mission.</b> 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:  <i>The mission of the Brown County Housing Authority is to ensure that all residents of Brown County have the opportunity for safe, affordable housing.</i>																										
5.2	<b>Goals and Objectives.</b> 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.  <p><i>Goal: Expand supply of assisted housing</i>  <i>Objective: Leverage private or other public funds to create additional housing opportunities: Investigate the use of at least one additional funding source to create more homeownership possibilities for our HCV families</i></p> <p><i>Goal: Improve the quality of assisted housing</i>  <i>Objective: Obtain and maintain at least an 95% MTCS reporting rate</i>  <i>Objective: Increase customer satisfaction: Implement at least one procedure or policy change per year aimed at making the program more user friendly.</i>  <i>Objective: Maintain High Performer SEMAP status a minimum of 4 out of the next 5 years.</i></p> <p><i>Goal: Increase assisted housing choices</i>  <i>Objective: Continue to expand our HCV Homeownership Program at a minimum rate of five new homebuyers per year.</i></p> <p><i>Goal: Provide an improved living environment</i>  <i>Objective: Continue in our efforts to implement measures aimed at deconcentration. Maintain a maximum of 70% of the Brown County HCV assisted units within the census tracts of the City of Green Bay.</i></p> <p><i>Goal: Ensure continuation of high integrity of the HCV program.</i>  <i>Objective: Continue to advance effective ways of conducting criminal background checks and investigations.</i></p> <p><i>Goal: Promote self-sufficiency and asset development of assisted households</i>  <i>Objective: Maintain the number of HCV families who report zero income to 1% or less.</i>  <i>Objective: Provide or attract supportive services to improve assistance recipients' employability by retaining a minimum of 9 partners (such as service providers or businesses) of the FSS Program Coordinating Committee.</i></p> <p><i>Goal: Ensure equal opportunity and affirmatively further fair housing</i>  <i>Objective: Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability</i>  <i>Objective: 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</i>  <i>Objective: Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required</i></p> <p><i>A report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan is included in Part 10.0 (a) below.</i></p>																										

6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  The PHA will offer the following preference: Brown County Residence  The ranking order under the Residence Preference will be:</p> <ol style="list-style-type: none"> <li><b>1. Brown County Resident Families who have been involuntarily Displaced:</b></li> <li><b>2. Brown County Resident elderly, disabled, veteran families or homeless resident with children in the household . Proof of age, disability, or veteran status is required.</b></li> <li><b>3. Brown County Resident with minor children in the household who are not displaced, elderly, disabled, or veteran.</b></li> <li><b>4. Brown County Resident not displaced, elderly, disabled, veteran or families with minor children</b></li> </ol> <p><i>Eligibility, Selection &amp; Admissions Policies, including deconcentration &amp; wait list procedures; Financial Resources; Rent Determination; Community Service and Self- Sufficiency; HQS; Civil Rights Certification; Fiscal Year Audit; VAWA.</i></p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p><i>The public may obtain a copy of the 5-Year and Annual Plan at the office of Integrated Community Solutions, Inc. (ICS), located at 2605 S. Oneida Street, Green Bay, WI 54304, between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. Copies are also offered to members of the Resident Advisory Board.</i></p>
7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p><b>Homeownership:</b> <i>The BCHA, through contract with ICS, administers the Housing Choice Voucher Homeownership Program. There is not a limit to the number of Vouchers that may be utilized for homeownership. In addition, the BCHA administers other programs to advance homeownership among low income and minority populations, including: BHCA HCV Option Downpayment/ Closing Cost Loan Program, CDBG Downpayment assistance, and Housing Cost Reduction Initiative (HCRI) Downpayment assistance.</i></p> <p><b>Project-based Vouchers:</b><i>The BCHA wishes to continue to use the project-based voucher program, through which up to 500 units will be designated as project based in order to increase opportunities and reduce the concentration of low income households in the near downtown neighborhoods of Green Bay. Project basing units will continue to be emphasized in areas of Brown County which experience low utilization of the Voucher Program, especially area outside of the downtown neighborhoods of Green Bay.</i></p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable. <i>Not applicable</i></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>

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

*Based on the City of Green Bay's Consolidated/Strategic Plan and the State of Wisconsin, Department of Commerce Consolidated Plan for the State's Housing, Community, and Economic Development Needs, the housing needs of families residing in the jurisdiction served by the PHA includes the following areas:*

*Construction/Rehabilitation:*

- *Rehabilitation of existing housing stock*
- *75% of housing units affordable to ELI, VLI & LI families contain lead-based paint*
- *Rehabilitation assistance for low-income existing homeowners experience housing related problems, primarily due to cost burden (substandard housing conditions)*

9.0

*Homeownership:*

- *Low- income homebuyer assistance for homebuyers, especially those with children*
- *Increase homeownership rate to a level comparable to the State of WI level*

*Collaboration:*

- *Elderly support services (meal programs, visiting nurses, counseling, etc.)*
- *Supportive housing for clients with special needs (individuals with chronic mental illness, elderly with chronic mental illness, elderly with developmental disabilities, elderly with chronic chemical dependency, elderly women who are victims of abuse, Alzheimer's victims, non-elderly individuals with disabilities ,adults with mental retardation ,persons with traumatic head injuries.)*

*Homelessness:*

- *Prevention of homelessness for individuals and families*
- *Emergency shelter & transitional housing with supportive services for homeless families with children and for chronically homeless*

*Other:*

- *Low-income renters living in units with housing problems (substandard housing conditions, lack of rental units with 4+ bedrooms, cost burden greater than 30% for low and very low income renters)*
- *Housing problems for large family renters*
- *Lack of sufficient housing for large families, resulting in overcrowded conditions, especially among non-white populations*
- *Housing suitable for disabled persons*
- *Rental assistance to make housing affordable, especially to very low-income households*

**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.**

*The PHA's strategies for addressing the housing needs of families in the jurisdiction and on the waiting list are indicated below. The objectives will be accomplished through the various Federal, State, Local, private for-profit and non-profit resources, as indicated on the City of GB Strategic Plan, including pursuing or continuing various Federal, State, Local and private programs which can fund such activities, such as HOME, CDBG, weatherization, WHEDA Loan Program, Housing Choice Vouchers (rental and homeownership), Moderate Rehabilitation Vouchers, Section 811, and Section 202.*

**Construction/Rehabilitation:**

- Encourage new construction of affordable rental units with 4+ bedrooms
- Support attempts to convert illegally converted two family structures back to single-family structure with a large number of bedrooms
- Increase the supply of quality, affordable housing units, using acquisition and rehabilitation, and a limited amount of new construction
- Include a lead-based paint hazard element to improve the safety of housing stock
- Include energy efficiency elements to lower overall housing costs for rehabilitation and new construction projects for affordable housing
- Continue rental and owner-occupied rehabilitation programs, including CDBG and HOME
- Support rehabilitation of existing units and some new construction, especially with universal design features, for elderly and special need populations, especially by retrofitting homes with handicap accessibility features, CBRF characteristics, etc.
- Support new construction of affordable, owner-occupied housing, especially for households with a disabled family member, on infill lots where blighted housing was removed
- Support housing rehabilitation programs to assist homeowners, especially housing in targeted neighborhoods, to assist in correcting substandard conditions

**Homeownership:**

- Encourage homeownership in near downtown neighborhoods
- Encourage homebuyer assistance and opportunity programs
- Expand the supply of assisted housing by leveraging private or public funds to create additional homeownership opportunities for housing choice voucher families

**Collaboration:**

- Create or continue supportive services and facilities for special need clients
- Continue coordination with Continuum of Care agencies, Brown County Homeless and Affordable Housing Coalition and other agencies who serve homeless or at-risk populations, especially for persons returning to the community from mental or physical health institutions or correctional institutions. Work with these agencies to monitor need for transitional housing, outreach/assessment and emergency shelters and services

**Homelessness:**

- Support agencies providing programs and/or facilities for the homeless

**Other:**

- Benefit lower-income families and special needs persons by the on-going implementation of rental assistance programs
- Tailor affordable housing rehabilitation, rental assistance, and other programs to meet the needs of large families, elderly and persons with special needs, including use of universal design features to meet the needs of persons with disabilities
- Provide households living in overcrowded conditions the opportunity to find suitable units or to construct/rehabilitate existing units to meet their needs
- Design affordable housing programs in a manner which would minimize displacement of households
- Provide improved living environment and housing choice throughout the community by continuing efforts to implement measures aimed at deconcentration from areas of minority and low-income populations
- Increase housing choice through contacts to potential voucher landlords, and expansion of the Housing Choice Voucher Homeownership Program
- Improve the quality of assisted housing through improved management
- Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing and to provide a suitable living environment regardless of race, color, religion, national origin, sex, familial status, and disability, and to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required
- Continue to pursue resources to improve housing conditions of low income households
- Promote self-sufficiency and asset development by increasing the number and percentage of employed persons, and by attracting supportive services to improve assistance recipients' employability
- Target job creation efforts of Economic Development programs to lowest income households.

9.1

**Additional Information.** Describe the following, as well as any additional information HUD has requested.

(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.

The following summarize the progress the PHA has made in meeting the goals and objectives identified in the previous 5-Year Plan:

**Goal:** Expand supply of assisted housing

**Objective:** Leverage private or other public funds to create additional housing opportunities: We intend to use other funding sources to create more homeownership possibilities for our HCV families

**Progress:** We have continued and strengthened partnerships with agencies with funding sources for homeownership, including NeighborWorks Green Bay, Movin' Out, Options for Independent Living, and various mortgage lenders. Due in part to these strong partnerships, we have assisted a total of 128 families in purchasing their first home through the HCV Homeownership Program.

**Goal:** Improve the quality of assisted housing

**Objective:** Improve voucher management: (SEMAP score): A. Achieve and maintain high performer status. B. Obtain and maintain at least an 85% MTCS reporting rate.

**Progress:** We obtained at least a 100% program reporting rate in 2007 and 2008 and continue at that overall reporting rate for the first seven months of 2009.

**Objective:** Increase customer satisfaction: We will continue to work with our tenant advisory board to make program more user friendly, whenever possible.

**Progress:** The Tenant Advisory Board meets twice yearly to share updates and solicit feedback. We've made various changes based on suggestions of the tenant advisory board, including procedural changes in notifying families when there is a change in the Client Services Specialist, distributing HCV information to other social service providers, including procedure and policy updates with families' annual review packets, when feasible.

**Goal:** Increase assisted housing choices

**Objective:** Conduct outreach efforts to potential voucher landlords: Institute a direct deposit system for landlord checks to make HCV program more appealing to potential landlords.

**Progress:** Direct Deposit of Housing Assistance Payments became an option to landlords in January, 2005. To further streamline the process, direct deposit of payments became mandatory as of September 1, 2008.

**Objective:** Implement voucher homeownership program: we plan to continue to expand our HCV Homeownership Program.

**Progress:** Our HCV Homeownership Program has remained successful despite a more difficult housing market in the past five years compared to the previous five years. From January 2005 through July 2009, we have assisted 70 new families in purchasing their first home. This is compared to a total of 58 homebuyers from the inception of the HCV Homeownership Program in August 2001 through December 2004. As of June 2009 95 families are currently receiving Housing Assistance Payments through the HCV Homeownership Program. Sixty-two of the original homeownership families have a household member with a disability; forty-four belong to a race other than white.

**Goal:** Provide an improved living environment

**Objective:** Other: We will continue in our efforts to implement measures aimed at deconcentration

**Progress:** The percentage of HCV recipients living in census tracts within the City of Green Bay has decreased from mid-high seventy percent range to 66.3% as of July, 2009.

**Goal:** Promote self-sufficiency and asset development of assisted households

**Objective:** Increase the number and percentage of employed persons in assisted families

**Progress:** As of July, 2009, 1098 HCV families have earned income.

**Objective:** Provide or attract supportive services to improve assistance recipients' employability:

**Progress:** In 2006, ICS acquired a local staffing agency, Personnel Connections, and proactively refers clients to their employment services. As of July, 2009, 9 partners (such as service providers or businesses) participate in the FSS Program Coordinating Committee. Since 2005, the FSS Program has begun offering retreats, Life Skills workshops, Job Skills workshops and mock interviews to clients.

**Goal:** Ensure equal opportunity and affirmatively further fair housing

**Objective:** Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability

**Progress:** Continued and strengthened partnership with the Fair Housing Center of Northeast Wisconsin, employed bilingual and bi-cultural staff, provided fair housing training to staff.

**Objective:** 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

**Progress:** Continued and strengthened partnership with the Fair Housing Center of Northeast Wisconsin, employed bilingual and bi-cultural staff, provided fair housing training to staff.

**Objective:** Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

**Progress:** Continued and strengthened partnership with the Fair Housing Center of Northeast Wisconsin, provided fair housing training to staff.

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

The BCHA defines a significant amendment and substantial deviation/modification as any change in policy which significantly and substantially alters the Authority's stated mission and the persons the Authority serves. This would include admission preferences. Discretionary or administrative amendments consistent with the Authority's stated overall mission and basic objectives will not be considered substantial deviations or significant modifications.

10.0

<b>11.0</b>	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> 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>
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<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 20__ grants)</b>		
a) Public Housing Operating Fund		
a) Public Housing Capital Fund		
b) HOPE VI Revitalization		
c) HOPE VI Demolition		
d) Annual Contributions for Section 8 Tenant-Based Assistance	\$12,545,846	
e) Resident Opportunity and Self-Sufficiency Grants	\$129,496	
f) Community Development Block Grant		
g) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
<b>4. Other income (list below)</b>		
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$12,675,342</b>	

**State of Wisconsin  
Department of Commerce  
Division of Housing and Community Development**

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**Wisconsin Consolidated Plan**

**CERTIFICATION FORM**

This form or a HUD authorized equivalent, should be completed by the public housing agency to obtain certification of consistency with the State of Wisconsin Consolidated Plan. The State Department of Commerce, Division of Housing and Community Development will process Certification requests as promptly as possible; however please submit a request as early in the process as you can.

**SEND TO:**

**Consolidated Plan Certification  
Division of Housing and Community Development  
Attn: Jeanne Storm  
P.O. Box 7970  
Madison, WI 53707-7970  
PHONE: (608) 264-6110  
FAX: (608) 266-5381  
TDD: (608) 264-8777**

**PART I**

- 1) Today's Date: September 27, 2010
- 2) Due Date for Plan Submission to HUD: October 15, 2011
- 3) Public Housing Agency Type: High Performer, Section 8 Only  
(High Performer, Standard Performer,  
Troubled Performer, Section 8 Only,  
Small PHA)
- 4) Agency Name and Address: Brown County Housing Authority  
100 N Jefferson St  
Green Bay, WI 54301
- 6) Contact Person and Phone Number: DonElla Payne - (920) 496-1922

**PART II**

**Certification of Consistency with State of Wisconsin Consolidated Plan**

**PHA Plan Type (Select One)**

- Standard Annual PHA Plan
- Standard 5-Year/Annual PHA Plan
- Streamlined 5-Year/Annual PHA Plan
- Other: \_\_\_\_\_

**PHA Statement**

To the best of our knowledge, the proposed public housing agency plan is consistent with the jurisdiction's current, approved Consolidated Plan. *(Type or clearly print the following information)*

Public Housing Agency Name: Brown County Housing Authority

Public Housing Agency Official's Name: P. Robert Strong

Public Housing Agency Official's Signature: 

**For Division of Housing and Community Development Use Only:**

Name of Public Housing Agency Jurisdiction: State of Wisconsin

Certifying Name and Title of Jurisdiction's Consolidated Plan Official: James O'Keefe, Administrator  
Division of Housing and Community Development  
Department of Commerce

DCD Approval Date: October 19, 2010

DCD Approval Signature: 

**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 \_\_\_ Annual PHA Plan for the PHA fiscal year beginning 1/1/11, 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.

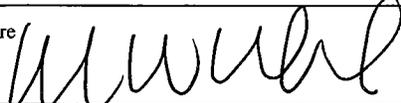
Brown County Housing Authority  
PHA Name

WT 186  
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

Annual PHA Plan for Fiscal Years 20 11 - 20 11

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 <u>MICHAEL W. WELCH</u>	Title <u>CHAIRMAN - BCHA</u>
Signature 	Date <u>10/18/2010</u>

**Civil Rights Certification**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/2011

**Civil Rights Certification****Annual Certification and Board Resolution**

*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 Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency 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, and will affirmatively further fair housing.

Brown County Housing Authority  
 PHA Name

WI 186  
 PHA Number/HA Code

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 MICHAEL W. WELCH	Title CHAIRMAN - BCHA
Signature 	Date 10/18/2010

## RESIDENT ADVISORY MEETING –NOVEMBER 18, 2010

Attending: Linda McCrary, Jane Rueckl, Robyn Hallet, Wendy Bushman and Steve Lemmen

Those in attendance were asked the following questions:

- 1) How does the Housing Choice Voucher Program help you and your family?

The program helps me to catch up on other bills, gives me more money to do other things. I live on a limited income so it frees up money to do other things.

I was raised in the area and educated here. I formerly worked both part time and full time and was then diagnosed as an adult with a brain disease. The program has helped me avoid homelessness. As an older person I did not want to rely on my family so the assistance helps me be more independent and not isolated. I can't imagine where I would be without the Housing Choice Voucher Program.

I was hesitant to apply for the assistance so I did hold the application for several months until I was introduced to Integrated Community Solutions.

It allows me a safe unit and as a result of the housing inspection process I am able to keep my safe place.

It has reduced my stress level because I am in a safe, warm home. To many people this may not be a big deal but I consider it a stepping stone to my independence.

The staff has also assisted me in completing the necessary paperwork for my continued assistance.

The assistance came to me at a good time. Although I am no longer on the program should my situation change again I know I can re-apply and get back on the program should there be available funding.

The program has helped me off and on as a single parent with a disability off and on for over 10 years. It has been priceless to have a good roof over my head regardless of my health or financial situation. Very important as a parent and now as a single person.

- 2) Please share with us any concerns, ideas or feedback about the Housing Choice Voucher Program.

I appreciate the fact that the program keeps druggies and criminals out as this would create an unsafe environment.

I know awhile back the waiting list was reduced when it was realized there were abusers. When I began my search for an apartment and was involved with Integrated Community Solutions I ran into a problem with a landlord refusing to rent to me because I was a rental assistance recipient. Over time I believe the situation of landlords refusing to rent to individuals on the HCV Program has proven to be that landlords have become more accepting of the program.

I realize the rental assistance program started as a pilot program in the 1970's and I believe it is a great program and a good program for the City of Green Bay. The program has given those in need something to fall back on.

I believe overall the functioning of the program has improved. When I applied I was fortunate that the landlord had experience with the program so it was an easier transition. One manager of a unit however, would not participate as they felt there was too much paperwork involved.

No real concerns or negative thoughts. I have always been treated with kindness and dignity by ICS staff regardless of who I have contact with. After reviewing the PHA 5 Year Plan I understand why. It is a very comprehensive plan and from my experience is Meeting goals and mission of the PHA.

3) Do you think there is a housing need in the community for other families not on the Housing Choice Voucher Program?

Yes, the single homeless people have a hard time when they do not know where they are going to stay. They move from house to house and couch to couch and because of this they are unable to prove residency.

Tenants were then informed of ICS preferences which now include families who are homeless.

People often assume that in our "Big City" there are not problems regarding homelessness in Green Bay.

It was then noted that people are relocating in masses to the area who are not living in Brown County.

Tenants were advised of the residency requirements for the program. An applicant has to be a resident of Brown County at the time they apply and at the time they are enrolled in the program. They were also informed that the law does not require a time frame they are to be a resident but they have to be a resident on the day they apply and continued residency they day they enroll in the program.

It was stated that there was a project based unit in Milwaukee that closed down and tenants came to Green Bay to apply for assistance. Concern was stated regarding criminals on the program. Individuals were informed of the extensive criminal background checks done by ICS to avoid these issues. They were informed of the rules regarding time frames used for criminals concerning felons (5 years) and misdemeanors Extending back 3 years for their criminal background checks.

Concern was expressed regarding high concentrations of certain cultures coming to Green Bay and living off the system and then later wanting to move to a surrounding

state. I have no problem with this if they are not criminals. Just keep out the criminals and the abusers.

It was stated that there is always going to be unfair to minorities as we have to follow the Program guidelines.

An inquiry was made to see if a Task Force could be established by the members of the Resident Advisory Board whose goal would be to try to eliminate where the individuals are coming from that want to come to Brown County.

It was explained that HUD is aware of this situation and we are awaiting word from HUD. It was also stated that this is a Catch 22 situation in that people need the residency to get housing but don't have the housing to get residency.

There was discussion that not all tenants are looking for a hand out. People have to make the right choices. Some individuals have dug their own hole. Recipients should consider Giving back to society.

Yes. New High School graduates who no longer have support of family home but are adults, single, no children and no disability. Transitional living programs are in place but it seems focused on single mothers and/or individuals on parole or probation.

Perhaps some efforts to reach young adults as mentioned above, while not discriminated against, don't necessarily have identifiable minority status that would bring them attention to programs such as transitional living. Perhaps work with High Schools to FYI students graduating without plans or support system. A user friendly message would be Helpful.

The second part of the meeting reviewed the 5 Year Plan.

A comment was made asking if there is was ever conversation among employees or records or stats of a high concentration of folks from other areas applying for the program.

Tenants were informed of the Resident Survey concentrating on 5 areas regarding this matter. Those areas consisted of :

- 1) Households from Chicago
- 2) Households from Milwaukee
- 3) Households from Northeast Wisconsin
- 4) Households from other states
- 5) People who did not respond to the survey

## **VAWA Annual Report 2011**

### **VAWA activities and services:**

1. Referrals to the 2-1-1 call center for counseling, advocates and any other services needed
2. Referrals to the Sexual Assault Center
3. If enrolled in Family Self Sufficiency encouraged to attend the biyearly Women's Overnight Retreats offered

## VAWA Procedures

### **3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING [Pub.L. 109-162]**

The Violence Against Women Reauthorization Act of 2005 (VAWA) prohibits denial of admission to an otherwise qualified applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking. Specifically, Section 606(1) of VAWA adds the following provision to Section 8 of the U.S. Housing Act of 1937, which lists contract provisions and requirements for the housing choice voucher program:

- That an applicant or participant is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate reason for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission.

#### **Definitions**

As used in VAWA:

- The term domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- The term *dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - The length of the relationship
  - The type of relationship
  - The frequency of interaction between the persons involved in the relationship
- The term *stalking* means:
  - To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or
  - To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and
  - In the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (1) that person,

(2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person.

- The term *immediate family member* means, with respect to a person:
  - A spouse, parent, brother or sister, or child of that person, or an individual to whom that person stands in the position or place of a parent; or
  - Any other person living in the household of that person and related to that person by blood and marriage.

## **Notification and Victim Documentation**

### PHA Policy

The PHA acknowledges that a victim of domestic violence, dating violence, or stalking may have an unfavorable history that would warrant denial under the PHA's policies. Therefore, if the PHA makes a determination to deny admission to an applicant family, the PHA will include in its notice of denial a statement of the protection against denial provided by VAWA and will offer the applicant the opportunity to provide documentation affirming that the cause of the unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking.

The documentation must include two elements:

A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, and

One of the following:

A police or court record documenting the actual or threatened abuse, or

A statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The applicant must submit the required documentation with her or his request for an informal review (see section 16-III.D) or must request an extension in writing at that time. If the applicant so requests, the PHA will grant an extension of 10 business days, and will postpone scheduling the applicant's informal review until after it has received the documentation or the extension period has elapsed. If after reviewing the documentation provided by the applicant the PHA determines the family is eligible for assistance, no informal review will be scheduled and the PHA will proceed with admission of the applicant family.

## **Perpetrator Removal**

### PHA Policy

In cases where an applicant family includes the perpetrator as well as the victim of domestic violence, dating violence, or stalking, the PHA will proceed as above but will require, in addition that the perpetrator be removed from the applicant household and not reside in the assisted housing unit.

## **PHA Confidentiality Requirement**

All information provided to the PHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.