

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>Corpus Christi Housing Authority</u> PHA Code: <u>TX008</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2012</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>1,836</u> Number of HCV units: <u>1,319</u>				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The Corpus Christi Housing Authority is committed to building and maintaining affordable housing for the low to mixed income residents in our community, without discrimination. We seek to promote safe neighborhoods by partnering with individuals and organizations to provide housing, employment opportunities and education benefits for eligible individuals to improve their quality of life. CCHA's mission shall be accomplished via a fiscally responsible entrepreneurial organization committed to the highest level of professionalism and excellence in public service.				

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.

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers: as NOFA's are published and based on availability of stock in the private market
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
 - The Corpus Christi Housing Authority plans to utilize the Section 8 Project-Based Voucher Program to facilitate the development of affordable housing.
 - Choice Neighborhood Initiatives
 - FHA 221 (d) (3) and 221 (d) (4) programs
 - Section 202
 - Community Development Block Grant (CDBG)
 - Home Program
 - AHP Program
 - Moving to Work (MTW)
 - Housing Innovation Program (HIP)
 - Section 30 QHWRA
 - Resident Opportunity & Supportive Services
 - Family Self Sufficiency (FSS)
 - Section 8 Project Based Rental Assistance
 - Section 108 Loan Guarantee Program
 - Affordable Housing Production
 - Low Income Housing Tax Credits
 - Low Income Housing Tax Credits with Bonds
 - Build Housing for Veterans (VASH vouchers)
 - Capital Fund Program (CFP) Securitization
 - Reduce Payment Standards from 101% to 99%
 - RAD – Rental Assistance Demonstration: Convert projects funded under Public Housing to long-term project-based Section 8 rental assistance contracts via project-based vouchers or project-based rental assistance.
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) FY2010 89 / FY2011 80
 - Improve voucher management: (SEMAP score) 93%
 - Increase customer satisfaction: improve resident trust
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) all areas of operations
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
 - Dispose vacant land at D. N. Leathers II, 1001 Coke St, CC Tx 78401
- PHA Goal: Increase assisted housing choices
Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)
- HUD Strategic Goal: Improve community quality of life and economic vitality**
- PHA Goal: Provide an improved living environment
Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements: continue enhanced enforcement of lease termination proceedings and screening of applicants.
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities) Sea Breeze, mixed income development, Section 42 tax credit and replacement housing factor funds.

5.2

- Other: (list below)
 - Establish drug-free zone in all PHA housing

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families: continue/educational training opportunities.
 - Provide or attract supportive services to improve assistance recipients' employability: train for available jobs.
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - 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:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)
 - Promote Fair Housing by providing annual Fair Housing training for employees

Other PHA Goals and Objectives: (list below)

- Continue to strive for better energy efficiency
- Create affordable housing; mixed income/mixed finance development(s)
- Mortgage insured housing
- Third party management of elderly and family housing
- Create comprehensive plan for the revitalization of the Ayers Street Campus, to include the return of up to 95 offline units back to service.
- To provide safe, sanitary and decent housing to low and moderate income families and refer them to supportive services as necessary including to the Women's Shelter which is a direct service to victims of domestic violence, dating violence, sexual assault and stalking.
- Centralize the following maintenance services: make-ready, landscaping, plumbing, electrical, utilizing a fee-for-service and inspections approach.

PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
- 5 Year Plan
 - Executive Summary of the Annual PHA Plan
 - Statement of Financial Resources
 - PHA Rent Determination Policies, Public Housing, Income Based Rent Policies, Rent re-determinations
 - PHA Community Service and Self-sufficiency Programs, Services and programs offered to residents and participants, Economic and Social self-sufficiency programs, Services and Programs (table)
 - PHA Asset Management
 - PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan
- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.
- CCHA Central Office, 3701 Ayers, Corpus Christi, TX 78415
 - Wiggins Homes, 2320 Buford, CC, TX 78405
 - Navarro Place, 180 N 19th St., CC, TX 78408
 - D N Leathers, 1001 Coke, CC, TX 78401
 - La Armada I & II, 1455 Southgate, CC, TX 78415
 - La Armada III, 1404 Tompkins, CC, TX 78404
 - Clairelaine Gardens, 1410 Arlington, CC, TX 78415
 - Parkway Homes, 2614-A Houston, CC, TX 78415
 - Treyway Terrace, 2022 Treyway, CC, TX 78412
 - Ruthmary Price Place, 4117 Gollihar, CC, TX 78411
 - Andy Alaniz Gardens, 3801 Violet Rd, CC, TX 78410

PHA Plan Elements

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.**
 - Refer to attached adopted 12/1/2010for Public Housing program.
 - Refer to attached Administrative Plan, Section 5 & Section 6, pp. 23-40 for the HCV program.
2. **Financial Resource**

6.0

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2012 grants)		
a) Public Housing Operating Fund	6,837,809	Operations of PH units
b) Public Housing Capital Fund	2,132,808	Renovations of PH units
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	9,270,840	Administration & HAP for HCV Program
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant		
i) HOME		
j) New Construction Project-Based Sec 8 Hampton Port	0	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below) as of 3/31/2012		
2010 CFP	2,088,931	Public housing capital improvements
2011 CFP	2,004,593	Public housing capital improvements
		Public housing capital improvements
Sub-total	22,334,981	
3. Public Housing Dwelling Rental Income	2,694,930	Public housing operations
4. Other income (list below)	212,034	Public housing operations
Interest on investments: 11,732		
Other income		
Laundry receipts 12,500		
Res Svcs Fees/Misc 28,800		
Late fees 76,189		
Donations 000		
Repair Reimbursement 82,813		
5. Non-federal sources (list below)		
Low Income 9% Tax Credits	15,797,091	
Corban		
Sub total		
	18,704,055	
Total resources	41,039,036	

3. **Rent Determination**

- Refer to attached ACOP adopted 12/1/2010 for Public Housing program
- Refer to attached Administrative Plan , Section 10, pp. 51-54 for the HCV program

4. **Operation and Management**

- Refer to attached ACOP adopted 12/1/2010

5. **Grievance Procedures**

- Refer to attached ACOP adopted 12/1/2010
- Refer to attached Administrative Plan, Section 12, pp. 55-60 for the HCV program

6. **Designated Housing for Elderly and Disabled Families**

- The PHA has a broad goal to address the special housing needs of the elderly to disabled families utilizing up to 95 of the units that are out of service.

7. **Community Service and Self-Sufficiency**

- Refer to ACOP adopted 12/1/2010

8. **Safety and Crime Prevention**

- Refer to attached ACOP adopted 12/1/2010

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs

3. Which developments are most affected? (list below)

- a. George Wiggins Homes
- b. Navarro Place
- c. D. N. Leathers
- d. La Armada I
- e. La Armada II
- f. La Armada III
- g. Clairelaine Gardens
- h. Parkway Homes I
- i. Treyway Terrace
- j. Ruthmary Price Place
- k. McKinzie Manor I
- l. Parkway Homes II
- m. Leeward Homes
- n. Andy Alaniz Gardens I
- o. Andy Alaniz Gardens II
- p. McKinzie Manor II

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
 - The HA contracted with the City of Corpus Christi Police Department on July 2010.
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Other (describe below)
 - Continued availability of a Crime Lead Hotline

2. Which developments are most affected? (list below)

- a. George Wiggins Homes
- b. Navarro Place
- c. D. N. Leathers
- d. La Armada I
- e. La Armada II
- f. La Armada III
- g. Clairelaine Gardens
- h. Parkway Homes I
- i. Treyway Terrace
- j. Ruthmary Price Place
- k. McKinzie Manor I
- l. Parkway Homes II
- m. Leeward Homes
- n. McKinzie Manor II

- o. Andy Alaniz Gardens I
- p. Andy Alaniz Gardens II

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence): community policing office at FEE center
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents

2. Which developments are most affected? (list below)

- a. George Wiggins Homes
- b. Navarro Place
- c. D. N. Leathers
- d. La Armada I
- e. La Armada II
- f. La Armada III
- g. Clairelaine Gardens
- h. Parkway Homes I
- i. Treyway Terrace
- j. Ruthmary Price Place
- k. McKinzie Manor I
- l. Parkway Homes II
- m. Leeward Homes
- n. Andy Alaniz Gardens I
- o. Andy Alaniz Gardens II
- p. McKinzie Manor II

9. **Pets**

- Refer to attached ACOP adopted 12/1/2010

10. **Civil Rights Certification**

- Refer to attached ACOP adopted 12/1/2010
- Refer to attached Administrative Plan, Section 4, pp. 16-22
- Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

11. **Fiscal Year Audit**

Yes No: Is the PHA 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))? (If no, skip to component 17.)

Yes No: Was the most recent fiscal audit submitted to HUD? Will be submitted prior to June 2012

Yes No: Were there any findings as the result of that audit?

12. **Asset Management**

Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

What types of asset management activities will the PHA undertake? (select all that apply)

- HA plans to implement Asset Based procurement
- Development-based accounting
- Other: (list below)
 - The allowable management fees for the CCHA are as follows:

<u>2011</u>	
Management Fees --	\$48.03
Bookkeeping Fee --	\$7.50
Asset Management Fee	<u>\$10.00</u>
Total --	\$65.53

Note that 2012 Management fees are not yet published.

Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

13. Violence Against Women Act (VAWA)

- Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; ; See attached ACOP adopted 12/1/2010 – Chapter 3, Chapter 13, and Chapter 16.

The Corpus Christi Housing Authority (CCHA) works closely in partnership with the Women's Shelter of the Coastal Bend and the Corpus Christi Police Department (CCPD) to ensure that services are readily available to victims of domestic violence. The CCHA refers families to the Women's Shelter of the Coastal Bend as identified by the property manager or the Housing Authority Police Patrol. Victims can receive assistance through the Battered Women's Shelter or can also receive outpatient treatment along with legal support from their agency. The CCPD also offers a Crime Victims Program in which client advocates meet with victims to provide assistance with completing the necessary paperwork including restraining orders and police reports to ensure the client is protected. Both programs offer supportive services, as needed and provide extensive case management and follow up as well.

- Any activities, services, or programs provided or offered that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking to obtain or maintain housing; and

The PHA has established VAWA as one of its local preferences for admission to the public housing program; and, residents are provided with a certification form upon alleging they are victims. The forms may be self-certified with supporting documentation or completed by a third party agency that may be assisting the resident.

- Any activities, services, or programs provided or offered to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

Various prevention services are offered through the local Resident Initiatives Division. The local Housing Authority Police Patrol volunteer several hours monthly speaking publicly at local Resident Council meetings on crime prevention strategies. Pamphlets on dating and domestic violence are distributed to all in attendance. Police Officers also provide families with various contact numbers to call and discuss violence at their discretion. Information on the Crime Lead Hotline is also made available for neighbors who may be aware of violent relationships but do not want to risk being involved. The Crime Lead Hotline is an anonymous tip hotline specifically for public housing families. Tips from this hotline are directly given to the property managers and the Housing Authority Police Patrol for further investigation. The Resident Initiatives staff is always available for referrals from Property Managers on families suffering from abuse.

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>(a) Hope VI or Mixed Finance Modernization or Development.</p> <p>1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development:</p> <p>2) A timetable for the submission of applications or proposals.</p> <ul style="list-style-type: none"> ➤ Upon HUD notification of Super NOFA <p>(b) Demolition and/or Disposition. With respect to public housing projects owned by the PHA and subject to ACCs under the Act:</p> <p>(1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition:</p> <ul style="list-style-type: none"> ➤ The PHA plans to conduct a Disposition/Inventory Removal Application (for D. N. Leathers II TX 008005 property located at 1001 Coke Street, Corpus Christi, Texas 78401), pursuant to 24 CFR 970.17, Specific Criteria for HUD approval of disposition requests, the PHA certifies that the retention of the property is not in the best interest of the residents or the PHA for the following reason: <ul style="list-style-type: none"> a. Conditions in the area surrounding the project (density, industrial or commercial development) adversely affect the health or safety of the tenants or the feasible operation of the project by the PHA. b. The land is vacant land; no public housing will be affected on said site. <p>(2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process.</p> <ul style="list-style-type: none"> ➤ DN Leathers II Timetable: The Disposition / Inventory Removal Application will be submitted in 2012. The closing of the sale of the property from the Corpus Christi Housing Authority to a subsidiary non profit entity will be subsequent to the approval of the Disposition/Inventory Removal Application. <p>(c) Conversion of Public Housing. With respect to public housing owned by a PHA:</p> <p>1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert:</p> <ul style="list-style-type: none"> ➤ Voluntary Conversion: The PHA is in the planning process to determine appropriate sites for the voluntary conversion of public housing units to long-term project-based Section 8 rental assistance contracts, via project-based voucher (PBV) or project-based rental assistance (PBRA). PIH 2012-18. <p>2) An analysis of the projects or buildings required to be converted:</p> <ul style="list-style-type: none"> ➤ None <p>3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion.</p> <ul style="list-style-type: none"> ➤ Conversion plan in development <p>(d) Homeownership. A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.</p> <ul style="list-style-type: none"> ➤ The PHA administers a Section 8 homeownership program which will be up to 50 participants. The PHA demonstrates its capacity to administer the HCVP Homeownership program by the following: 1) the CCHA has administered a Homeownership Program since 2004; 2) The Executive Vice-President overseeing the Homeownership Program has completed the Texas Statewide Homebuyer Education Program; and, 3) to ensure program compliance, the Homeownership Program staff person and the Sr. Vice President of the HCVP work in collaboration to enforce family obligations. <p>(e) Project-based Vouchers. If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.</p> <ul style="list-style-type: none"> ➤ The PHA is in the process of obtaining HUD approval on Corban Townhomes for 128 project-based units. This is consistent on our goal to provide safe and decent housing for our residents and revitalizing the public housing surrounding the developments of La Armada I, II, III, and Clairelaine Gardens.
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <ul style="list-style-type: none"> ▪ Reports attached
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <ul style="list-style-type: none"> ▪ Report attached
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <ul style="list-style-type: none"> ▪ Report attached
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input checked="" 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>

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.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	16,200	5	5	5	NA	4	2
Income >30% but <=50% of AMI	13,743	5	5	5	NA	3	1
Income >50% but <80% of AMI	19,430	5	3	4	NA	2	3
Elderly	9,841	5	5	5	NA	NA	NA
Families with Disabilities	6,625	NA	NA	NA	NA	NA	NA
White/non-Hispanic	8,235	4	3	4	NA	3	2
Black/non-Hispanic	1,950	5	4	5	NA	5	3
Hispanic	18,360	5	5	5	NA	5	4
Other/non-Hispanic	4,362	4	3	4	NA	3	3

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	986		0
Extremely low income <=30% AMI	754	77	
Very low income (>30% but <=50% AMI)	180	18	
Low income (>50% but <80% AMI)	48	5	
Families with children	716	73	
Elderly families	10	1	
Families with Disabilities	56	6	
White/Hispanic	686	70	
White/non-Hispanic	68	7	
Black/non-Hispanic	188	19	
other	44	5	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	NA	NA	
2 BR	NA	NA	
3 BR	NA	NA	
4 BR	NA	NA	
5 BR	NA	NA	
5+ BR	NA	NA	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)? 20			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" 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 checked="" type="checkbox"/> Yes, natural disasters & special admission vouchers			

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.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" 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	906		189
Extremely low income <=30% AMI	777	86	
Very low income (>30% but <=50% AMI)	111	12	
Low income (>50% but <80% AMI)	17	2	
Families with children	415	45.81	
Elderly families	18	1.99	
Families with Disabilities	210	23.18	
White/Hispanic	690	76.16	
White/non-Hispanic	117	12.91	
Black/non-Hispanic	91	10.04	
other	8	.88	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	448	49.45	
2 BR	273	30.13	
3 BR	130	14.35	
4 BR	55	6.07	
5 BR	NA	NA	
5+ BR	NA	NA	
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, natural disasters & special admission vouchers			

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.**

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- 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
 - Consistent with HACC Admissions & Continued Occupancy policy
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)
 - Implement the use of project based vouchers to guarantee the use of owner units for specified contract term.
 - Reduce payment standards from 101% to 99%

Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available: based on availability of stock in the private market
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)
 - The CCHA plans to utilize the Section 8 Project-Based Voucher Program to facilitate the development of affordable housing
 - Mortgage insured housing
 - Mixed-finance affordable developments

Target available assistance to families at or below 30 % of AMI

Select all that apply

- Adopt rent policies to support and encourage work

Target available assistance to families at or below 50% of AMI

Select all that apply

- Adopt rent policies to support and encourage work

Target available assistance to the elderly:

Select all that apply

- Apply for special-purpose vouchers targeted to the elderly, should they become available: based on availability of stock in the private market

Target available assistance to Families with Disabilities:

Select all that apply

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing**
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Other: (list below)
 - Partnership with Coastal Bend Center for Independent Living

Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
 - Participate with Coastal Bend Affordable Housing Committee

Other Housing Needs & Strategies: (list needs and strategies below)

Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing 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
- Influence of the housing market on PHA programs
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups

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.

- Implemented Non Smoking Policy effective 10/1/2010
- Corban Townhomes is complete. This affordable housing development consists of 128 townhome style units.
- Received a FY 2007 PHAS score of 88; no FY 2008 PHAS score distributed; a FY 2009 PHAS score of 92; a FY 2010 PHAS score of 89; a FY 2011 PHAS score of 80; a FY 2010 SEMAP score of 93; and, a FY 2011 SEMAP score of 93; Conduct monthly RAB meetings and respond to resident issues as appropriate; Provided on-going training to staff on HUD rules and Regulations; 5-Year plan through Capital Fund Program to modernize units throughout PHA.
- The HA continues to contract with the City of Corpus Christi Police Dept., and also provides enhanced security with contractual agreements with several off-duty officers. CCHA has a 24-hour Crime Lead Hotline to allow residents to anonymously report criminal activity on property.
- Continuing partnerships with several local agencies, including WorkSource, Inc, Del Mar College, and Corpus Christi Independent School District, and others to increase available resources to residents. A self paced free GED is offered on site daily along with scholarships for any resident prepared to take the official GED test. A current expansion of the GED program is now available at select sites, including McKinzie and Treyway Terrace. In FY 2011, CCHA organized the twelfth annual Community CareerExpo, and many businesses made job opportunities available to all residents. Continued utilization of a computer center, which was added to CCHA through a Weed & Seed grant. CCHA has also changed the requirement of employment for some positions from "GED required" to "enrolled in GED program", broadening the opportunities to residents; CCHA provides referrals for childcare to all residents enrolled in CCHA training programs. To assist with transportation, bus tokens are available for residents seeking employment or attending school. Other supportive services include resources for victims of domestic violence, assistance with obtaining household items, medical and dental care, parenting classes, and conflict resolution; Partnered with several community agencies to assist elderly and residents. Including the AARP, Senior Companions, Area Agency on Aging and other local agencies. Assistance is provided for medical care, transportation, and daily living activities.
- The Energy Performance Contract (EPC) is in the monitoring stage, which monitors consumption savings to ensure that the equipment is performing as intended. Additionally, a utility allowance study was conducted by NELROD and the new suggested rates should be in place by 1 May 2012.
- Procurement procedures have been continuously updated during 2011-2012 in order to better meet the needs of Asset Based Management (ABM). Some highlights of these updated procedures were the addition of travel cards and guidance which will eventually stop the drafting of checks, reducing man-hours applied to this process; reducing actions required for purchases below the Small Purchase Threshold; and consolidating disposition paperwork; in order to give the AMPs flexibility and efficiency when purchasing.
- Asset Management is currently in its second phase throughout all of our public housing properties. Process began in 2002; at this juncture we are 90% complete. Physical management was completed 2 years ago and fiscal management will be fully implemented in 2011.
- All projects under the 2009 ARRA grant are completed.
 - Roof replacements at Treyway Terrace
 - Window replacement at Treyway Terrace, Ruthmary Price Place, and Leeward Homes
 - Security cameras at Treyway Terrace, Leeward Homes, Andy Alaniz, Clairelaine Gardens, McKinzie Homes, and Ruthmary Price Place
 - Placement of concrete parking at Parkway Homes I and Ruthmary Price Place
 - New security ornamental fencing at Ruthmary Price Place, Clairelaine Gardens, Navarro Homes, and Wiggins Homes
 - two (2) A&E firms, two (2) inspectors, advertising, and printing of specs and plans
 - Wiggins infrastructure
 - Clairelaine Phase IV

10.0

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

- A. Substantial Deviation from the 5-Year Plan:
- Any change to the Mission Statement;
 - 50% deletion from or addition to the goals and objectives as a whole; and,
 - 50% or more decrease in the quantifiable measurement of any individual goal or objective.
- B. Significant Amendment or Modification to the Annual Plan:
- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;
 - Any changes in a policy or procedure that requires a regulatory 30 day posting;
 - Any submission to HUD that requires notification to residents, such as HOPE VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or Homeownership programs; and,
 - Any change inconsistent with the local, approved Consolidated Plan.

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> <ul style="list-style-type: none">(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)(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)(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.(g) Challenged Elements(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.