Annual PHA Plan
(Standard PHAs and Troubled PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB No. 2577-0226 Expires: 02/29/2016

**Purpose.** 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, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** Form HUD-50075-ST is to be completed annually by STANDARD PHAs or TROUBLED PHAs. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

**Definitions.**

1. **High-Perform PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.

2. **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.

3. **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.

4. **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.

5. **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.

6. **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

---

A. **PHA Information.**

A.1 PHA Name: City of Phoenix Housing Department  PHA Code: AZ001
PHA Type: ☒ Standard PHA ☐ Troubled PHA
PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/01/2019

PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)

<table>
<thead>
<tr>
<th>Number of Public Housing (PH) Units</th>
<th>Number of Housing Choice Vouchers (HCVs)</th>
<th>Total Combined Units/Vouchers</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,307</td>
<td>6,504</td>
<td>8,811</td>
</tr>
</tbody>
</table>

PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission

**Availability of Information.** PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection 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 their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

The proposed 2019-2020 Annual Plan is available at the following locations:

- [www.phoenix.gov/housing](http://www.phoenix.gov/housing)
- 251 W. Washington Street, 4th Floor, Phoenix, AZ 85003
- 830 E. Jefferson, Phoenix, AZ 85034
- 1940 ½ E Villa St., Phoenix, AZ 85006
- 1123 E. Monroe St., Phoenix, AZ 85034
- 2936 N. 36th Street, Phoenix, AZ 85018
- 802 N. 22nd Place, Phoenix, AZ 85006
- 205 E. Ruth Ave., Phoenix, AZ 85020
- 4545 N. Maryvale Parkway, Phoenix, AZ 85031
- 9856 N. 19th Drive, Phoenix, AZ 85021

☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)

<table>
<thead>
<tr>
<th>Participating PHAs</th>
<th>PHA Code</th>
<th>Program(s) in the Consortia</th>
<th>Program(s) not in the Consortia</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead PHA:</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA?

Y ☒ N ☒
- Statement of Housing Needs and Strategy for Addressing Housing Needs
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Operation and Management.
- Grievance Procedures.
- Homeownership Programs.
- Community Service and Self-Sufficiency Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Asset Management.
- Substantial Deviation.
- Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s).

(c) The PHA must submit its Deconcentration Policy for Field Office review.

Please note: italicized information has been updated when compared to the 2018/2019 Plan and the 2018/2019 Significant Amendment to the Plan.

- **Statement of Housing Needs and Strategy for Addressing Housing Needs**

**Statement of Housing Needs:**

See the 2015/2020 City of Phoenix Consolidated Plan at:


**Strategy for Addressing Housing Needs:**

Consistent with the Housing Department’s 5-year goal to return to High Performer status in the public housing program and Housing Choice Voucher programs, and to address the housing needs of families in the jurisdiction and on the waiting list the Housing Department will:

- 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.
- Improve the percentage of families who apply for public housing and are actually housed.
- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.
- 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.

Additionally, the Housing Department will:

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.
• Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
• Apply for additional Section 8 vouchers as they become available.
• Leverage federal funding and other affordable housing resources in the community through the creation of mixed - finance housing, with private equity and investment.
• Pursue housing resources other than public housing or Section 8 tenant-based assistance.
• Encourage private participation in the form of nonprofit entities and additional leveraged funding.
• Build partnerships with other governmental agencies and municipalities to address regional issues.
• Preserve Housing Department investments to achieve continued affordability.
• Invest in location critical properties, such as those near employment centers and high capacity transit, as well as in areas lacking affordable rental units.

• Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions

Frank Luke Addition - Aeroterra
Site based waiting lists were created for each phase of the Aeroterra Frank Luke Addition HOPE IV revitalization community (Phases I, II, III and future Phase V). This includes wait lists for public housing, Section 8 HCV project-based vouchers, Low Income Housing Tax Credit (LIHTC), and market units. Phase III included 33 Section 8 PBV units that are occupied based on referrals of homeless households from the Phoenix regional coordinated assessment hub.

Section 8 Housing Choice Voucher Program
The Housing Department amended the Section 8 Administrative Plan to include all Rental Assistance Demonstration (RAD) regulations and policies.

The Housing Department will amend the Section 8 Administrative Plan by adding the following equally weighted local preferences:

1) Non-elderly persons with disabilities transitioning out of institutional and other segregated setting, at serious risk of institutionalization, homeless, or at risk of becoming homeless, pursuant to the requirements outlined in the Mainstream Voucher award for this purpose.

1) Family Unification Program (FUP) for youth who have graduated from the FUP voucher, allowing participants to continue to receive assistance under the tenant-based voucher program.

Deconcentration Policy
Since July 2003, during the development of the Housing Department’s Annual Plan each year, the Housing Department will calculate the average family incomes at all of its developments and prepare an analysis, in accordance with HUD regulations and guidelines, which identifies whether any of the developments are outside of the established income range set by HUD. It is the Housing Department’s policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. If the annual deconcentration analysis reveals that there are developments that would be subject to deconcentration strategies, the Housing Department may skip families on a waiting list to reach other families with a lower or higher income. This will be accomplished in a uniform and non-discriminating manner. The Housing Department will affirmatively further fair housing, utilize the Assessment Tool and market its entire housing portfolio accordingly.

• Financial Resources

See Attachment B, Financial Resources July 1, 2019 – June 30, 2020
• **Rent Determination**

The Housing Department is awaiting guidance regarding the implementation of provisions of the Housing Opportunities through Modernization Act which change the statutory allowances. The Department will implement such changes after notification to residents and publish revisions to the Admissions and Continued Occupancy Policy and the Section 8 Administrative Plan.

**Triennial Recertifications**

*The Housing Department amended the Section 8 Housing Choice Voucher Administrative Plan to adopt the triennial streamlined recertification income determination verification.* For families where 90 ninety percent (90%) or more of the unadjusted income is from fixed income, a full recertification will be required every three years, in accordance with the Fixing America’s Surface Transportation (FAST) Act and the streamlining final rule, including processes to apply a cost of living adjustment factor to fixed sources of income which have been previously verified. *The department will award a contract for a new business system which will facilitate this policy and related processes.*

The Department may amend the Admissions and Continued Occupancy Policy to adopt the triennial streamlined recertification income determination verification.

• **Operation and Management**

**Violence Against Women (VAWA) Policy**

The Violence Against Women Reauthorization Act of 2013 (Public Law 113-4, 127, Stat. 54), Title VI, entitled “Safe Homes for Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking,” added some rights to Residents living in properties that are part of Assisted Housing Programs (42 U.S.C. 14043e et seq.).

The protections of VAWA apply to both male and female Residents of Assisted Housing Programs, and affiliated individuals of the Resident who are victims or threatened victims of domestic violence, dating violence, sexual assault and stalking regardless of sex, gender identity, sexual orientation or age. VAWA protections are consistent with HUD’s nondiscrimination and equal opportunity requirements and cannot be discriminated against on the basis of any protected characteristics including race, color, religion, sex, disability, familial status, national or ethnic origin, or age and available to otherwise eligible individuals or families without regard to actual or perceived sexual orientation, gender identity or marital status.

The Department implemented the standard forms provided in the final rule published in the federal register November 16, 2016, as follows:

Appendix A: Notice of Occupancy Rights Under the Violence Against Women Act;
Appendix B: Model Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking, *The Department updated the Emergency Transfer Plan to include all regulatory requirements*;
Appendix C: Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documentation; and
Appendix D: Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking.

**Designated Housing for Elderly and/or Disabled Families**

On June 13, 2016, the Housing Department received approval to extend the Designated Housing Plan through December 2018. **On July 30, 2018, the Housing Department received approval to extend the current Designated Housing Plan through December 2020.**
Minimum Heating Standards
The Housing Department has revised the Admissions and Continued Occupancy Policy (ACOP) to be effective
July 1, 2019, including the minimum heating standards required by the Housing Opportunity Through Modernization
Act of 2016, in accordance with guidance issued in Notice PIH 2018-19, ensuring a heating standard of sixty-eight (68)
degrees.

Other
The Housing Department intends to outsource the property management of Washington Manor during calendar year
2019, after Rental Assistance Demonstration (RAD) conversion, and will consider the potential for outsourcing more of
its program functions. All outsource arrangements are upon approval of the Assisted Housing Governing Board and the
Phoenix City Council.

The Housing Department continues to investigate the feasibility of making electronic payments to utility companies
for some programs as opposed to paying residents a utility reimbursement. If feasible, this process will be instituted.

The Housing Department will consider the potential for outsourcing one or more of its program functions.

The Housing Department intends to revise the Public Housing Dwelling Lease in accordance with all federal regulations
and after the required notice to all residents.

- **Grievance Procedure**

  The Housing Department has revised the Grievance Procedure contained in the Admissions and Continued Occupancy
  Policy as indicated below:

  FAMILY’S RIGHT TO GRIEVANCE HEARING

  1. A Resident (defined by HUD as any adult member who has executed a lease) is entitled to both an informal
     meeting and a grievance hearing when there is an adverse action to be taken by the Housing Department, as
     defined in the regulations at 24 CFR 966.4.

  2. A Resident has a broad right to grieve a Housing Department action or non-action which may adversely affect the
     individual interest of the tenant (24 CFR 966.53). Whether or not a type of proposed adverse action is explicitly
     listed in the rule, the Resident has the right to grieve on any such subject, except for a termination of tenancy that
     has been excluded from the grievance process.

  3. Any and all notices of a proposed adverse action issued by the Housing Department shall inform the family of:
     3.1. The reason for the proposed adverse action with enough specificity to allow them to prepare a defense;
     3.2. The timeframe and procedures for requesting a grievance hearing; if applicable;
     3.3. The date of the proposed adverse action;
     3.4. Resident’s right to make a reply as they may so desire; and
     3.5. Resident’s right to examine any documents of the Housing Department which are directly relevant to the
         proposed adverse action.

  4. If there is a determination by the Housing Department that the family is not entitled to a grievance hearing, as
     may be the case for a termination of tenancy for criminal activity or drug-related criminal activity, the notice shall
     indicate:
     4.1. The grievance hearing is not applicable to this termination action; and
     4.2. The specific judicial action to be used.

  PERSONS EXCLUDED FROM THE GRIEVANCE PROCEDURE

  1. A minor child shall not have the right to grieve nor the automatic right of leasehold succession. Neither shall a
     non-Resident relative nor a guardian acting on behalf of the minor child(ren) have the right to grieve nor an
     automatic right of leasehold succession. Rather, the grievance shall be restricted to a remaining family member
     with legal capacity to assume the tenancy.

  2. A live-in aide is not entitled to a grievance hearing as they are neither a family member nor a party to the lease.
3. Residents who execute a Nonrevocable Notice of Intent to Vacate in lieu of lease termination will be included in the informal meeting process but excluded from the formal hearing process.

4. It is the decision of the Housing Department to exclude from the grievance procedure Residents involved in:
   4.1. Criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises by other Residents, employees of the Housing Department or persons residing in the immediate vicinity of the premises threatened; or
   4.2. Any violent or drug-related criminal activity on or off such premises.

REQUIREMENT TO ESTABLISH AN ESCROW ACCOUNT
This ACOP Section 28.2 does not apply to Residents of Sunnyslope Manor and Fillmore Gardens.

1. If the Resident elects to grieve a proposed termination for non-payment of rent or other charges the Resident must comply with the following:
   1.1. At least three (3) business days prior to the formal hearing the Resident must deposit with the Housing Department, an amount equal to the amount of Resident rent due the first of the month preceding the month in which the Resident requested the grievance hearing.
   1.2. The manager of the escrow account(s) shall be identified to the Resident in the notice that Housing Department sends to the family establishing the date/time and location of the hearing.
   1.3. The Escrow Account Manager (EAM) shall be required to issue a receipt to the family for all such payments made each time a payment is made. Each receipt shall identify the date and amount of the most recent payment plus the aggregate amount accumulated in the escrow account.
   1.4. Resident must provide a copy of any/all such receipts at the initial grievance hearing or any subsequent hearings which are directly or indirectly related to the dispute of payments owed the Housing Department.

2. Failure of the family to make the required payments will terminate the grievance process; however, this does not preclude a Resident from seeking judicial relief if they continue to dispute the amounts the Housing Department contends are owed under the lease.

3. The Housing Department reserves the right to waive these escrow requirements, in whole or in part, dependent upon any extenuating circumstances of an individual Resident family. However, any such waivers do not preclude the Housing Department from exercising its right to seek judicial relief for amounts the Housing Department contends are owed under the lease. The Housing Department reserves the right to apply any payments received and any balance of the rental account into escrow.

HEARING OFFICER
1. The Housing Department solicits Requests for Proposals for qualified neutral third-party hearing officers through the Procurement Division of the City of Phoenix Finance Department, in accordance with City of Phoenix procurement requirements.

2. For formal hearings on lease termination actions, the Hearing Officer will consist of a three (3) members, represented by one (1) resident, one (1) Housing Department staff member and one (1) neutral third-party hearing officer. The Housing Department will appoint a resident and a Housing Department staff member that are impartial and have had no part in any action related to the subject of the hearing.

3. For all other formal hearings, the Hearing Officer with be a neutral third-party hearing officer.

PROCEDURES GOVERNING THE GRIEVANCE HEARING
1. Each family will be provided with a copy of the Housing Department’s HUD approved grievance procedure at the time of lease execution and upon request whenever the family indicates they want a grievance hearing as a result of a proposed adverse action to be taken by the Housing Department.

2. At the informal stage, families are asked to present their grievances to Housing Department management to provide an opportunity for the grievance to be cured without a hearing if possible.

   2.1. A meeting will be arranged at a mutually agreeable time within ten (10) calendar days. The Resident will present the grievance and the Housing Department staff person responsible for the area will attempt to settle the grievance. Within ten (10) calendar days, the Housing Department will provide the Resident with a written summary of the informal hearing.
2.2. The summary will include the names of the participants, the date(s) of the meeting, the nature of and the reasons for the proposed disposition and the procedures for obtaining a formal hearing if the complainant is not satisfied. A copy of the summary will be placed in the Resident’s file.

3. If the family is dissatisfied with the proposed disposition of the complaint, the family may make a written request for a formal grievance hearing within ten (10) calendar days after receipt of the summary of the informal hearing.

4. An adult Resident has the right to a fair hearing which includes:
   4.1. The opportunity to examine any Housing Department documents which are directly relevant to the hearing prior to the hearing. This includes the right to review and copy, at the Resident’s expense, Housing Department policy, HUD regulations, and contents of the Resident file upon which the Housing Department will rely in its presentation of the case, including police generated reports.
   4.2. The right of the Resident to be to be represented by legal counsel or other person of his/her choice and to have such representative present oral arguments on his/her behalf.
   4.3. The right of the Resident to a private hearing on the dispute unless the family requests, in writing, to have a public hearing.
   4.4. The right of the Resident to controvert evidence relied on by the management and to confront and cross-examine witnesses upon whose testimony or information the Housing Department management or site staff relies.
   4.5. The right to a decision based solely upon the facts presented at the hearing.

5. The Hearing Officer will consider a request for a postponement of the hearing if:
   5.1. Such request is made in writing, by the Resident, and received at least five (5) business days prior to the scheduled date of the hearing; and
   5.2. Such request includes a reason that substantiates that moving forward with the scheduled hearing would place an undue hardship on the Resident (e.g., inability to take off from work at the scheduled time without losing pay or jeopardizing employment, inability to be represented by legal counsel of the tenant's choice at the scheduled time, etc.).

6. When such a request is received, the Hearing Officer will determine if the request is to be approved or disapproved within three (3) business days of receiving the request. The Resident will be issued a written notice of approval or disapproval of the request to postpone.
   6.1. If the request is disapproved the family will be expected to participate; failure to do so could result in the Hearing Officer ruling in favor of the Housing Department as a result of the Resident's default. If the request is approved a new date will be identified in the letter of approval. In no event shall the date of the re-scheduled hearing be more than ten (10) business days from the date of the originally scheduled hearing date, unless there is documentation that the Resident will (a) be hospitalized for a period of time exceeding the ten (10) day extension period or (b) the Resident will be sequestered on a jury for a period of time exceeding the ten (10) day extension period or (c) the Resident is involved in military duty which will be of a duration exceeding the ten (10) day extension period, but still less than thirty (30) days.
   6.2. If the Resident will be unable to participate in the hearing which is rescheduled within the ten (10) day extension period, for one or more of the three reasons identified above or for a reason of equal weight, the family may be granted an additional extension for an additional ten (10) day period at the discretion of the hearing officer. If the Resident is unable to participate within the period of the second extension period and a waiver is not granted for extenuating circumstances the Housing Department may proceed with the prepared adverse action. This does not exclude the Resident from pursuing any judicial relief available to them.

7. The determination of the Hearing Officer will be rendered in writing to the tenant and the Housing Department within ten (10) business days of the close of the hearing, or in the case of Sunnyslope Manor and Fillmore Gardens, within five (5) days of the close of the hearing. The decision is binding on the Housing Department unless HUD, the Assisted Housing Governing Board or its designee determines within thirty (30) calendar days of the decision that the Hearing Officer acted arbitrarily or exceeded their jurisdiction, or that the decision is contrary to any applicable provisions of Federal, State or local law, HUD regulations, or the ACC.

8. A decision which is rendered in favor of the Housing Department does not affect the Resident’s right to pursue any other judicial action available to him/her.
REMINDER: Residents who execute a Nonrevocable Notice of Intent to Vacate will be provided with an informal meeting, but will be excluded from the formal hearing process, per ACOP Section 28.1.3.

CONDUCT OF THE FORMAL HEARING
The hearing will be conducted by the Hearing Officer in a manner that is both informal and orderly. If any participant or spectator evidences disorderly conduct and fails to comply with the directions of the Hearing Officer to modify the objectionable behavior, the Hearing Officer may dismiss the person(s) participating in the objectionable behavior and/or dismiss the case and rule in favor of the opposite party. The formal hearing may be recorded. Recordings will be retained in accordance with the retention schedule of the program.

DECISION OF THE HEARING OFFICER
1. The Hearing Officer is required to issue a written decision within ten (10) business days following the hearing, or in the case of Sunnyslope Manor and Fillmore Gardens, within five (5) days of the close of the hearing. The written decision should include a summary of the oral and written evidence presented by both the complainant and the Housing Department and must state the reason(s) for the decision, including the policy or regulation that supports the decision made. A copy of the decision will be placed in the Resident’s file and an additional copy (with names and dates redacted) will be retained by the Housing Department and made available for a prospective complainant, the complainant’s representative or Hearing Officer.

2. A decision by the Hearing Officer in favor of the Housing Department’s action or failure to act or which denies the relief requested in whole or in part does not constitute a waiver of any rights the complainant may have to a subsequent trial or judicial review in court.

- **Homeownership Programs**

The Housing Department intends to submit an application to request US Department of Housing and Urban Development (HUD) approval to dispose of up to 250 Scattered Sites AZ001000008 (AMP 08) units, under Section 18 of the US Housing Act during the fiscal year, due to the distance between units, the lack of uniformity of systems and the unsustainability to operate and maintain the units as public housing. The Section 18 Plan will have similar affordability, primary residence and time period restrictions to those of the Section 32 Plan for a percentage of units included in the Plan, with some exceptions, including but not limited to: units which require excessive rehabilitation, units which appraise beyond what affordable buyers may qualify for and units which fail to sell after established time periods and price reductions. AMP 08 currently has 269 single-family homes with 147 of those identified for sale through the Section 32 Program. The application will contain the required elements including but not limited to, the planned method of sale, resident relocation plans including a planned application for Tenant Protection Vouchers, consultation with the Resident Advisory Board (RAB), and environmental reviews, as well as the approval of the Assisted Housing Governing Board, in accordance with PIH 2017-04, in addition to a Significant Amendment to this Plan.

- **Community Service and Self-Sufficiency Program**

The Housing Department offers a number of services to residents of public housing to improve resident self-sufficiency. These include employment and training programs, teen programs, educational programs and Neighborhood Network Centers. Social services were provided by both Resident Services and HOPE VI Community and Supportive Services. In January 2016, the two programs were combined to be the Housing Supportive Services Programs.

To enhance service provision, the Housing Department partners with many agencies including the ARIZONA@Work (formerly Phoenix Workforce Connection) and Head Start. Over 60 partners are part of the Coalition of Service Providers and more are added as new agencies are created or new services for residents are identified.

With the development of the last HOPE VI grant, an Early Childhood Advisory Team was created to address the health and educational needs of young children and their parents. The Aeroterra Family Center opened in January 2018 and was located in the historic building on the Aeroterra Frank Luke Addition HOPE VI revitalization site. A new, larger
community center had a soft opening in October 2017 and is fully functioning. This center will provide a host of classes such as GED, ELA (English Language Acquisition), parenting, budgeting, leadership, employment readiness, health, nutrition, and wellness classes. Additionally, the center will have an affiliate One Stop Career Center for the ARIZONA@Work City of Phoenix with a computer lab opening in early spring 2019 as a part of the Choice Neighborhoods Implementation grant.

The Family Self Sufficiency (FSS) program is available to all conventional, scattered sites and Section 8 subsidized housing residents. FSS is an education and employment program leading to financial independence. The City of Phoenix is part of the Valley FSS Program Coordinating Committee which includes other Housing Authorities, and agencies that provide TANF assistance and Workforce Investment Act agencies. In October 2016, FSS requested and received approval from the Resident Advisory Board to increase the current caseload by 75 participants. The increase made FSS available to 150 public housing participants and 150 Section 8 participants in total.

The Housing Department and the Arizona Department of Child Safety (DCS) have had a Memorandum of Understanding (MOU) in place for the Family Unification Program (FUP) since July 26, 2009. The MOU allows DCS to refer participants for a FUP Housing Choice Voucher (HCV); there are 100 FUP vouchers available of which, 10 are allocated to youth ages 18 - 21, who are aging out of the foster care system. The 10 allocated to youth were allowed to be utilized for 18 months. On July 27, 2016, the Housing Department, together with DCS, received approval to participate in the Family Unification and Family Self Sufficiency (FSS) Demonstration Program, as defined in PIH Notice 2016-01. The demonstration program allows for youth ages 18-21 aging out of foster care, who meet the HUD established criteria, enroll in the FSS program, and sign a FSS Contract of Participation, to maintain the voucher housing assistance for an additional 42 months, with the possibility of an extension to 66 months, to complete training and degree programs. In July 2018, the Housing Department applied for an additional 100 FUP vouchers and was awarded 89 to become effective January 2019. This program will allow both FUP eligible families (those who lack adequate housing as the primary factor in the imminent placement of the family’s child, or children, in out-of-home care, or in the delay of discharge of a child or children to the family from out of home care) and FUP eligible youth ages 18–24 who aged out of foster care system who qualify to obtain a Housing Choice Voucher. Families are eligible for an ongoing voucher and FUP youth are eligible for assistance for up to 18 months unless they enroll in the FSS Program as a part of the FSS Demonstration Program outlined above.

The Housing Department was awarded a four-year Jobs Plus grant in September 2016 to develop locally-based, job driven approaches to increase earnings and advance employment outcomes through work readiness, employer linkages, job placement and counseling, educational advancement, technology skills and financial literacy for residents of the Marcos de Niza public housing site. iWORK, (Improving Work Opportunities and Resident Knowledge), the name for the local program, will address poverty among public housing residents by incentivizing and enabling employment through income disregards for working families and a set of services designed to support employment. The program opened in March 2017. An affiliate ARIZONA@WORK One Stop Career Center, a part of the Phoenix Workforce Connection System, is located at this site.

The Housing Department offered 33 Project-based vouchers to homeless individuals and families who meet the criteria with supportive services from the Human Services Department Family Services Center at Aeroterra Phase III of the Frank Luke Addition HOPE VI revitalization. Families referred through the Phoenix regional coordinated assessment hubs will receive on-going supportive services such as case management, job training and employment services to ensure long-term stability and increase self-sufficiency.

The Housing Department was awarded a ROSS (Resident Opportunities and Self-Sufficiency) for Education Grant. The Department will partner with the Library Department’s College Depot to deploy Education Navigators to provide youth between the ages of 15 – 20 and their families individualized assistance at public housing sites. The Navigators will provide support with Free Application for Federal Student Aid completion, financial literacy and college readiness, postsecondary program applications, and post-acceptance assistance.
Case management, service coordination and other services are offered to all public housing residents impacted by HOPE VI developments and those who live in the sites that are benefitted by the ROSS Family Service Coordinator grant.

Due to changes in the Workforce Innovation and Opportunity Act (WIOA) the Career Center located at Henson Village is no longer a satellite site but is instead an access point which allows for residents to actively update resumes, look for jobs and attend job fairs that are held routinely. The site has seen an increase in participation over the past few years. An Affiliate ARIZONA@WORK One Stop Career Center is scheduled to open in January 2019 at the Aeroterra Community Center as a part of the Choice Neighborhood Grant and will have a Workforce Specialist located at the Center.

All residents of city-owned and city managed senior/disabled complexes continue to receive assistance from on-site service coordinators who coordinate recreational, educational, social services and health activities, as well as information and referrals. Special activities are planned to enhance independent living including transportation to nearby grocery stores. These sites also have mini computer labs with internet access available for resident use.

Housing Supportive Services staff partners with ARIZONA@WORK and the Coalition of Service Providers to ensure that residents receive the training necessary to participate in Section 3 employment opportunities and other educational and training opportunities.

The Housing Department’s Twitter account provides local area residents with up-to-date information about the Housing Department. The Department will be adding information about potential employment opportunities, job fairs, community resources and health and safety related tips.

- **Safety and Crime Prevention**

The Housing department employs two (2) investigators as part of the Housing Security Team (HST). The HST researches and investigates resident issues and other complaints for all housing programs. Hours vary, as needed, to allow for evening and night surveillance/investigations.

The HST works closely with the Police Department to ensure the safety of residents in all public housing programs. This includes frequent contact with the officers assigned to the family public housing communities and agreements with the Police Department to provide information regarding calls from the public housing properties.

*The Housing Department has assigned a full-time staff member of the HST to address any public safety issues in AMP 3 (AZ001000003) in accordance with the Choice Neighborhoods Implementation Grant awarded July 6, 2018.*

- **Pet Policy**

*No changes to the Pet Policy.*

**PURPOSE**

The Housing Department has adopted a Pet Policy for Residents of housing programs. It is Housing Department policy that all Residents be allowed quiet enjoyment of the premises. No pet will be allowed or permitted to remain that constitutes a nuisance or threat to Housing Department staff or Residents or detracts from any neighbor’s quiet enjoyment of his/her home. Violation of any of the rules for pets and addendum to lease will be considered a breach of the lease and may be cause for removal of the pet and/or eviction.

**EXCLUSIONS**

1. This policy does not apply to service animals that are used to assist, support or provide service to persons with disabilities.
2. Service animals are defined by the Americans with Disabilities Act (ADA) as any guide dog, signal dog, or other animal that provides assistance to an individual with a disability.
3. Pursuant to the Fair Housing Act, assistance and companion animals are allowed in all housing facilities with no restrictions other than those imposed on all Residents to maintain their units and associated facilities in a decent, safe, and sanitary manner, to refrain from disturbing their neighbors, and to refrain from constituting a safety threat.
### APPROVAL
1. Residents must have prior approval of the Housing Department before moving a pet into their unit.
2. Residents must request approval by executing the appropriate Pet Lease Addendum and providing all required information and documentation.
3. As a requirement to pet ownership, the Resident must be able to demonstrate the ability to care for the pet. A history of late rent payments, failure to pass household inspections, or other lease violations may prohibit the Resident from maintaining a pet in the unit.

### TYPE AND NUMBER OF PETS
1. The Housing Department will allow only one domesticated dog or cat per household.
2. All dogs or cats must be neutered or spayed. A veterinary certificate must be provided to the Housing Department.
3. Any aggressive animal, including attack or trained fighting dogs, deemed to be potentially harmful to the health or safety of others, will not be allowed. This includes but is not limited to: Staffordshire Terriers, Pit Bulls, Rottweilers, Dobermans, mixed breeds thereof, or any dog that is considered dangerous or vicious.

### INOCULATIONS/LICENSE
1. Prior to approval of a pet, the Resident will be required to show proof that his/her pet has been properly vaccinated, is spayed or neutered, and that all local licensing requirements have been met, where applicable.
2. A Pet Addendum will be executed and the pet shall not be allowed on the premises if it has not been properly vaccinated and licensed.
3. On an annual basis, Resident must bring the current license and proof of vaccination of the pet to the Housing Department. Failure to do so will result in removal of the pet from the household.

### PET DEPOSIT
1. A pet deposit of one hundred dollars ($100.00) or one month’s rent (before any utility allowance), whichever is less, shall be required for all dogs, cats and pigs.
2. The pet deposit is to cover potential damage by the pet and will be returned, less the cost of any damages incurred as a direct result of the pet.
3. Damages will be assessed by the Housing Department at the time the Resident vacates or the time the Resident disposes of the pet.
4. The pet deposit will not bear interest.
5. A minimum of $25.00 of the pet deposit must be collected as the initial payment toward the full deposit.
6. The remaining balance must be paid in a maximum of three successive monthly payments of $25.00.
7. For Sunnyslope Manor and Fillmore Gardens Residents, the initial deposit cannot exceed fifty dollars ($50.00) and the remaining balance can be paid in increments not to exceed $10 per month.

### FINANCIAL OBLIGATION OF RESIDENTS
1. Any Resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet.
2. Any pet-related insect infestation in the pet owner’s unit will be the financial responsibility of the pet owner. The Housing Department reserves the right to exterminate insect infestations in the dwelling unit and the treatment will be charged to the Resident.
3. All pet waste must be cleaned up and disposed of properly. Residents who fail to pick up and dispose of pet waste will be charged a yard ticket fee in accordance with the published Schedule of Charges.

### PET CARE/IDENTIFICATION
1. The Resident will be solely responsible for the maintenance of the pet in a healthy environment and will insure that the pet receives proper care and humane treatment.
2. Pets are not to be left unattended for periods of time exceeding 24 hours or longer.
3. Pets requiring licensing shall wear a collar displaying identification.
4. Failure to comply will result in removal of the pet.

### NUISANCE OR THREAT TO HEALTH OR SAFETY
1. The pet must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner’s unit and surrounding areas.
2. Repeated substantiated complaints by neighbors or Housing Department personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance will result in the removal of the pet and/or the issuance of a Notice of Lease Termination and/or eviction.

3. A single incident of a pet threatening the health or safety of anyone may result in removal of the pet or a notice of lease violation and/or termination of the lease.

DESIGNATION OF PET AREA
1. Pets must be kept in the owner’s unit or on a leash at all times when outside.
2. No outdoor cages/dog houses may be constructed in conventional public housing or senior housing.
3. Pets will not be tethered outside of units in conventional public housing or senior housing.
4. When outdoors, pets will be on a leash no longer than five (5) feet in length, or carried in a closed, ventilated container used for the purposes of transporting live animals.
5. The Resident shall insure that the pet does not wander into neighboring yards or common areas.
6. Pets will be allowed only in designated areas on the grounds of the public housing developments.
7. Pet owners must clean up after their pets and are responsible for disposing of pet waste and debris.
8. Pet owners that fail to clean up pet waste/debris will be charged in accordance with the Lease, Rules and Regulations, Pet Addendum and/or Schedule of Charges.
9. Continuous violations of the rules may lead to the termination of the lease.

VISITING PETS
Pets belonging to visitors and family members not on the lease will not be allowed on the premises without prior written approval of the Housing Department.

REMOVAL OF PETS
The Housing Department, or an appropriate community authority, shall require the removal of any pet from a housing site if the pet’s conduct or condition is determined to be a nuisance, or if the pet becomes vicious, displays symptoms of severe illness or demonstrates behavior that constitutes a threat to the health or safety of other occupants of the site, other persons in the community where the housing site is located, or City staff and contractors.

DESIGNATED RESPONSIBLE PARTY FOR EMERGENCY
Resident shall provide the name, address and phone of someone who would keep the animal in the event of owner’s illness or death. In the event that the party cannot be reached, the Housing Department will contact Maricopa County Animal Control and/or the Arizona Humane Society to remove the pet.

• **Asset Management**

*No changes to Asset Management.*

The Housing Department carries out its asset management functions by funding, budgeting and accounting at the AMP level for its properties. Property management is also performed at the AMP level, with most staff assigned to a single AMP and others shared between AMPs. Each AMP is individually monitored, and its performance is regularly assessed to quickly identify problems and opportunities for change. The department’s computerized business system is designed to support these management functions, and the City of Phoenix financial system also provides support.

• **Substantial Deviation**

*No change to the definition.*

Any collective change to the 5-Year Plan which impacts and prevents implementation of the planned or actual use of federal funds for identified activities and would prohibit or redirect the Housing department’s strategic goals of increasing the availability of decent, safe and affordable housing while promoting self-sufficiency and asset development of families and individuals.

Any single or collective change in the planned or actual use of federal funds as identified in the Five-year plan that exceeds 25% of the City of Phoenix’s annual program budget for section 8 Housing Choice Voucher or public housing activities.
• **Significant Amendment/Modification**

Changes of a sufficient nature to the rent or admissions policies, or the organization of the waiting list not required by federal regulatory requirements which would result in a change to the Annual Agency Plan, unless the change is a result of a circumstance identified by HUD for special intervention. Guidance in the form of PIH or Multifamily Notices or Letters changing these policies will not require a significant amendment to this Plan for implementation.

Any change in the planned or use of replacement reserve funds under the Capital Fund that exceeds 25% of the City of Phoenix's annual budget.

Changes to the Housing Department's plans affecting the demolition or disposition of public housing, designation of senior or disabled housing, any homeownership program, and a plan to convert public housing units to other than assisted housing.

Exclusion of RAD-specific items:

a. The decision to convert to either Project Based Rental Assistance (PBRA) or Project Based Voucher (PBV) assistance;

b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;

c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and

d. Changes to the financing structure for each approved RAD conversion.
B.2

New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?

Y N

☐ ☐ Hope VI or Choice Neighborhoods.
☐ ☐ Mixed Finance Modernization or Development.
☐ ☐ Demolition and/or Disposition.
☐ ☐ Designated Housing for Elderly and/or Disabled Families.
☐ ☐ Conversion of Public Housing to Tenant-Based Assistance.
☐ ☐ Conversion of Public Housing to Project-Based Assistance under RAD.
☐ ☐ Occupancy by Over-Income Families.
☐ ☐ Occupancy by Police Officers.
☐ ☐ Non-Smoking Policies.
☐ ☐ Project-Based Vouchers.
☐ ☐ Units with Approved Vacancies for Modernization.
☐ ☐ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

- **HOPE VI or Choice Neighborhoods**
  The Housing Department was awarded the Choice Neighborhoods Planning and Action grant in 2016 to create a comprehensive neighborhood transformation plan for the area surrounding its East AMP, AZ001000003. The Housing Department issued a Request for Proposals and selected developer, Gorman & Company, a national affordable housing developer with experience in many of HUD’s programs. Sidney P. Osborn Homes (145 units), A.L. Krohn (202 units), and Frank Luke Homes (230 units) are the target public housing site(s) for Choice Neighborhoods.

  The Housing Department and its partners gathered input and facilitated an extensive resident and community stakeholder planning process to create the transformation plan, which is expected to be submitted to HUD by July 2018. Demolition and disposition of the selected site(s) will likely occur in conjunction with plans for future LIHTC and Choice Neighborhoods Implementation grant applications. A Choice Neighborhoods Implementation Grant application was submitted in November 2017 which included a plan for the development of mixed-income housing units (including 427 replacement public housing units) on all three target public housing sites as well as an off-site parcel, and the inclusion of 150 Project-Based Vouchers to be utilized as replacement units. Applications for Tenant Protection Vouchers were also submitted with the Implementation Grant application. Allocations of Public Housing funds, Capital Fund Program, HOME, CDBG, Section 32 Sales Proceeds, Affordable Housing funds and other local funds may be utilized in the development. The Housing Department was awarded the $30 million Choice Neighborhoods Implementation Grant on July 6, 2018 and will proceed to fully implement its strategies as outlined in the application.

- **Mixed Finance Modernization or Development**
  The Housing Department intends to apply for Low Income Housing Tax Credits (LIHTC)/Mixed Finance Development approval for its last phase of the Aeroterra Frank Luke Addition HOPE VI revitalization (Phase V) in the next two to three calendar years.

  The Housing Department applied for the Rental Assistance Demonstration (RAD) program in 2016 for its public housing portfolio, including the following properties: Foothills Village Apartments (AMP 4, 200 units), Maryvale Parkway Terrace Apartments (AMP 5, 108 units), the East AMP properties (AMP 3, 615 units), Scattered Sites (AMP 8, 365 units), Pine Tower Apartments (AMP 7, 156 units), Washington Manor Apartments (AMP 6, 112 units), Summit Apartments (AMP 24, 50 units), McCarty on Monroe (AMP 21, 34 units), and Aeroterra Senior Village (AMP 23, 60 units). All of the listed AMPs were included in a RAD Portfolio application with AMPs 3, 4 and 8 in Part I, and all remaining AMPs in Part II. RAD CHAPs were received for AMP 3, 4 and 8 in calendar year 2017 with a Portfolio Award approved in October 2017. RAD CHAPs were received for McCarty on Monroe (AMP 21) on August 22, 2018 and Washington Manor (AMP 6) on October 5, 2018. These properties (except AMP 21 and AMP 23) may apply through the Mixed Finance development process in conjunction with its RAD conversion and LIHTC and other financing. The department will not be converting Scattered Sites (AMP 8) through RAD.
A co-developer for A.L. Krohn East (redevelopment to be named Monroe Gardens) and Foothills Village, Gorman & Company, was selected through a Request for Proposals process in 2017. The Department applied for LIHTC/Mixed Finance Development approval in calendar year 2018 for A.L. Krohn East (within AMP 3) and Foothills Village Apartments (AMP 4) with Mixed Finance Development and/or RAD financial closing to be completed in fiscal year 2018-2019. A.L. Krohn East received a nine-percent (9%) LIHTC award on June 29, 2018. Foothills Village received a four-percent (4%) LIHTC award on September 10, 2018.

RAD conversions projected to be completed in calendar year 2019 without significant rehabilitation or relocation, utilizing existing reserve funds and/or Capital Funds: Washington Manor Apartments (AMP 6, 112 units), McCarty on Monroe (AMP 21, 34 units), and Aeroterra Senior Village (AMP 23, 60 units). Other properties within the Portfolio Award may proceed with RAD conversion during fiscal year 2019-2020 as feasible, including those RAD conversions within the Choice Neighborhoods Implementation Grant application. Project-Based Vouchers may be utilized in conjunction with RAD converted units at A.L. Krohn East (Monroe Gardens), Foothills Village (AMP 4) and other sites as necessary.

The Housing Department intends to apply for the RAD program during calendar year 2019 for the following properties: Marcos de Niza (AMP 22, 374 units) and Henson Villages Phases I - IV (AMP 16 – 19, 549 units). These properties may apply through the Mixed Finance development process in conjunction with RAD conversion and LIHTC and other financing.

The Housing Department may utilize RAD and/or Project-Based Vouchers in conjunction with its Affordable Housing (non-public housing) portfolio by placing converted units at one or more of its affordable properties to create mixed-income, sustainable communities. If this occurs, these properties will apply through the Mixed Finance approval process. One or more properties in the Affordable Housing portfolio may apply during 2019-2020.

The Housing Department may issue a Request for Proposals (RFP) process for a developer partner or self-develop certain undeveloped property located in Phoenix in the vicinity of Columbus Street and Central Avenue. Public Housing, RAD units, Section 8 Project-Based Vouchers or any combination thereof, may be considered as part of the future plans for the development of this property through a Mixed Finance approval process.

- **Demolition and/or Disposition**

The Housing Department may apply for demolition and/or disposition approval during 2019-2020 at one or more of the properties in the East AMP (AMP3, AZ001000003) including Sidney P. Osborn Homes (145 units), A.L. Krohn (202 units), A.L. Krohn East (38 units) and/or Frank Luke Homes (230 units), and Foothills Village (AMP 4, 200 units). It may also apply for other public housing sites within its portfolio during those fiscal years.

The Housing Department will submit an application during calendar year 2019 for demolition of Ozanam Manor due to the age and physical condition of the structure and as component of the HUD Choice Neighborhoods Implementation Grant redevelopment plan. The building was most recently used a dormitory style housing program, operated by St. Vincent De Paul, with no dedicated cooking space and one bathroom per floor. Originally constructed in 1960, this vacant building located in the center of the Sidney P Osborn property, contains systems which would need significant upgrades and complete restoration. The demolition will precede the remaining buildings identified in the Choice Neighborhoods Implementation Grant redevelopment plan to ensure the health and safety of the residents.

The Housing Department will submit an application during calendar year 2019 for the disposition of the Scattered Sites administrative and maintenance building. The Department will certify the disposition of the building does not interfere with the continued operation of the program and the disposition will allow the development or rehabilitation of other properties to be operated as low-income housing developments.

The Housing Department intends to submit an application to request US Department of Housing and Urban Development (HUD) approval to dispose of up to 25% or up to fifty (50) Foothills Village (AMP 4, AZ001000004) units, under Section 18 of the US Housing Act of 1937 during the fiscal year due to Comprehensive Rehabilitation and Replacement through Rental Assistance Demonstration (RAD). The Foothills Village RAD Financing Plan will utilize a RAD/Section 18 blend, converting 75% or one hundred-fifty (150) units to RAD Project-Based Vouchers, disposing of
fifty (50) units through Section 18, and replacing the disposed units with City of Phoenix Section 8 Project-Based Vouchers. The application will contain the required elements, including but not limited to, resident relocation plans which include RAD and Section 18 requirements including a planned application for Tenant Protection Vouchers, consultation with the Resident Advisory Board (RAB), and environmental reviews, as well as the approval of the Assisted Housing Governing Board.

The Housing Department intends to submit an application to request US Department of Housing and Urban Development (HUD) approval to dispose of up to 250 Scattered Sites AZ001000008 (AMP 08) units, under Section 18 of the US Housing Act of 1937 during the fiscal year, due to the distance between units, the lack of uniformity of systems and the unsustainability to operate and maintain the units as public housing. The Section 18 Plan will have similar affordability, primary residence and time period restrictions to those of the Section 32 Plan for a percentage of units included in the Plan, with some exceptions, including but not limited to: units which require excessive rehabilitation, units which appraise beyond what affordable buyers may qualify for and units which fail to sell after established time periods and price reductions. AMP 08 currently has 277 single-family homes with 147 of those identified for sale through the Section 32 Program. The application will contain the required elements including but not limited to, the planned method of sale, resident relocation plans including a planned application for Tenant Protection Vouchers, consultation with the Resident Advisory Board (RAB), and environmental reviews, as well as the approval of the Assisted Housing Governing Board, in accordance with PIH 2018-04, in addition to a Significant Amendment to this Plan.

- **Conversion of Public Housing to Project-Based Assistance Under RAD**

The Housing Department applied for the Rental Assistance Demonstration (RAD) program in 2016 for its public housing portfolio, including the following properties: Foothills Village Apartments (AMP 4, 200 units), Maryvale Parkway Terrace Apartments (AMP 5, 108 units), the East AMP properties (AMP 3, 615 units), Scattered Sites (AMP 8, 365 units), Pine Tower Apartments (AMP 7, 156 units), Washington Manor Apartments (AMP 6, 112 units), Summit Apartments (AMP 24, 50 units), McCarty on Monroe (AMP 21, 34 units), and Aeroterra Senior Village (AMP 23, 60 units). All of the listed AMPs were included in a RAD Portfolio application with AMPs 3, 4 and 8 in Part I, and all remaining AMPs in Part II. RAD CHAPs were received for AMP 3, 4, and 8 in calendar year 2017 with a Portfolio Award approved in October 2017. RAD CHAPs were received for McCarty on Monroe (AMP 21) on August 22, 2018 and Washington Manor (AMP 6) on October 5, 2018. These properties (except AMP 21 and AMP 23) may apply through the Mixed Finance development process in conjunction with its RAD conversion and LIHTC and other financing. The department will not be converting Scattered Sites (AMP 8) through RAD. A.L. Krohn East within AMP 3 (Monroe Gardens), was awarded LIHTC financing on June 29, 2018. Foothills Village Apartments (AMP 4) was awarded LIHTC financing September 10, 2018, with Mixed Finance Development and/or RAD financial closing to be completed in fiscal year 2018-2019. The Housing Department intends to submit an application to request US Department of Housing and Urban Development (HUD) approval to dispose of up to 25% or up to fifty (50) Foothills Village (AMP 4, AZ001000004) units, under Section 18 of the US Housing Act of 1937 during the fiscal year, due to Comprehensive Rehabilitation and Replacement through Rental Assistance Demonstration (RAD). The Foothills Village RAD Financing Plan will utilize a RAD/Section 18 blend, converting 75% or one hundred-fifty (150) units to RAD Project-Based Vouchers, disposing of fifty (50) units through Section 18, and replacing the disposed units with City of Phoenix Section 8 Project-Based Vouchers. The application will contain the required elements, including but not limited to, resident relocation plans which include RAD and Section 18 requirements including a planned application for Tenant Protection Vouchers, consultation with the Resident Advisory Board (RAB), and environmental reviews, as well as the approval of the Assisted Housing Governing Board.

RAD conversions projected to be completed in calendar year 2019 without significant rehabilitation or relocation, utilizing existing reserve funds and/or Capital Funds: Washington Manor Apartments (AMP 6, 112 units), McCarty on Monroe (AMP 21, 34 units), and Aeroterra Senior Village (AMP 23, 60 units).

Other properties within the Portfolio Award may proceed with RAD conversion during fiscal years 2018-2019 and 2019-2020 as feasible, including those RAD conversions contemplated within the Choice Neighborhoods Implementation
Grant award. Project-Based Vouchers may be utilized in conjunction with RAD converted units at A.L. Krohn East (Monroe Gardens), Foothills Village (AMP 4) and other sites as necessary. (Attachment C)

The Housing Department intends to apply for the RAD program during calendar year 2019 for the following properties: Marcos de Niza (AMP 22, 374 units) and Henson Villages Phases I - IV (AMP 16 – 19, 549 units). These properties may apply through the Mixed Finance development process in conjunction with RAD conversion and LIHTC and other financing.

The Housing Department also intends to utilize RAD in conjunction with its Affordable Housing (non-public housing) portfolio by placing converted units at one or more of its affordable properties to create mixed-income, sustainable communities. If this occurs, these properties will apply through the Mixed Finance approval process. One or more properties in the Affordable Housing portfolio will apply during fiscal year 2019-2020.

The Housing Department may issue a Request for Proposals (RFP) process for a developer partner or self-develop certain undeveloped property located in Phoenix in the vicinity of Columbus Street and Central Avenue. Public Housing, RAD units, Section 8 Project-Based Vouchers or any combination thereof, may be considered as part of the future plans for the development of this property through a Mixed Finance approval process.

- **Project-Based Vouchers**

  The following are current and projected sites with project-based vouchers:

  - Sunrise Vista, 4415 S 28th Street, Phoenix, AZ – 48 HCV
  - Marcos de Niza, 305 W Pima Street, Phoenix, AZ 85003 – 93 HCV
  - Encanto Pointe, 4175 N 9th Street, Phoenix, AZ 85014 – 44 HCV and 10 VASH
  - Madison Pointe, 4150 N 9th Street, Phoenix, AZ 85014 – 8 VASH
  - Collins Court, 10421 N 33rd Avenue, Phoenix, AZ 85051 – 10 VASH
  - Victory Place III, 850 E Jones Avenue, Phoenix, AZ 85040 – 15 VASH
  - Parsons Village, 10825 N Cave Creek Road, Phoenix, AZ 85020 – 20 HCV
  - Sunrise Circle, 2922 N 39th Street, Phoenix, AZ 85018 – 15 HCV
  - Aeroterra Phase II – 15 HCV – serving extremely low-income individuals and families
  - Aeroterra Phase III – 33 HCV – serving chronically homeless individuals and families with a preference for veterans
  - Phoenix Starfish Place – 15 HCV
  - Northern Gardens, 2223 W Northern Avenue, Phoenix, AZ 85021 – 20 VASH and 10 HCB PBV
  - Verde Villas, 5104 E Thomas Road, Phoenix, AZ 85018 – 10 HCV PBV
  - Paradise Palms I Apartments, 304 W Southern Avenue, Phoenix, AZ – 24 VASH
  - Paradise Palms II Apartments, 234 W Southern Avenue, Phoenix, AZ – 24 VASH
  - Dunlap Pointe, 1427 E Dunlap Avenue, Phoenix, AZ – 32 VASH and 18 HCV PBV
  - City Place Apartments, 802 N 30th Street, Phoenix, AZ 85006 – 35 HCV PBV
  - Foothills Village, 920 W Alta Vista Road, Phoenix, AZ 85041 – 150 RAD PBV and 50 HCV PBV
  - AL Krohn East (Monroe Gardens), 14th Street & Monroe, Phoenix, AZ 85034 – 38 RAD PBV and 40 HCV PBV

Continuing to increase the number of project-based vouchers is consistent with the Plan, promoting affordable housing by improving the quality and long-term viability and strengthening communities by developing communities outside the downtown corridor.

The department intends to issue one or more RFP’s for up to eighty (80) VASH Project-Based Vouchers and up to one hundred (100) Housing Choice Vouchers during the 2019 calendar year.

The department will work with a non-profit partner/independent entity to administer project-based vouchers.
The Housing Department intends to allocate up to fifty (50) Section 8 Project-Based Vouchers for Foothills Village (AMP 4, AZ001000004), in addition to the conversion of one hundred fifty (150) public housing units to RAD PBV. The project will remain 200 units in total.

The Housing Department intends to allocate up to forty (40) Section 8 Project-Based Vouchers for AL Krohn East (38 units of AMP 3, AZ001000003). After conversion, the new development named Monroe Gardens will be 78 units in total (38 RAD PBV and 40 HCV PBV).

The department may also allocate project-based vouchers to one or more of its instrumentalities, as part of RAD and/or Choice Neighborhoods redevelopment.

In conjunction with RAD or Choice Neighborhood project developments, the department may apply for Tenant Protection Vouchers (TPV). Generally, replacement TPV’s will be issued based on the occupancy of the public housing units being removed through Section 18.

In conjunction with a Section 18 application for the Scattered Sites program (AMP 8, 277 units), the department may apply for Tenant Protection Vouchers.

The Housing Department may allocate project-based vouchers to one or more of its instrumentalities, as part of RAD and/or Choice Neighborhoods redevelopment.

In accordance with the Housing Opportunities Through Modernization Act (HOTMA), the Housing Departments PHA-owned units may be assisted under the PBV program without following a competitive process and the Housing Department may add eligible units within the same project to the Housing Assistance Payments (HAP) contract at any time during the term without being subject to any additional competitive selection procedures.

If the opportunity becomes available, the Housing Department may apply for additional VASH or other special program vouchers.

- **Units with Approved Vacancies for Modernization**

Units that may be vacant and require substantial renovations or units that have been selected for capital improvements will be placed in a modernization status for the duration of the renovation of the unit or length of the project until the certification of project completion is reached. Units at all RAD development sites may be put in a modernization status as necessary to complete any renovations needed before RAD conversion.

- **Other**

If the opportunity becomes available, the Housing Department may apply for a Moving to Work (MTW) designation.

If the opportunity becomes available, the Housing Department may apply for any grants that would provide financial relief to the Department, provide additional funding for RAD conversions, or provide additional supportive services to residents that lead to resident self-sufficiency and/or enhanced quality of life.

If it is determined that any waiting list has sufficient applicants, the waiting list may be closed.

If it is determined that any closed waiting list does not have sufficient applicants, the waiting list will be opened.

The Housing Department outsourced the management of the Section 8 Housing Choice Voucher Program during calendar year 2018 upon approval of the Assisted Housing Governing Board and the Phoenix City Council and will consider the potential for outsourcing more of its program functions.
B.3 Civil Rights Certification.

Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

See Attachment D, *Certifications of Compliance with PHA Plans and Related Regulations (HUD-50077-ST-HCV-HP)*

B.4 Most Recent Fiscal Year Audit.

(a) Were there any findings in the most recent FY Audit?

Y □ N □

(b) If yes, please describe: N/A

B.5 Progress Report.

Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

**Goal: Promote decent affordable housing**

- **Apply for all financially feasible opportunities to increase the overall size of the Housing Choice Voucher program**

The Housing Department applied for and received an additional 40 VASH vouchers from the Department of Veteran’s Affairs bringing the total allocation to 903. The vouchers were effective July 2016.

The department applied for and received eighty-nine (89) mainstream Housing Choice Vouchers and eighty-nine (89) Family Unification Program (FUP) Vouchers in September and November 2018, respectively.

- **Study the potential of including public housing as a part of the design and development of the Columbus property**

The Housing Department may issue a Request for Proposals (RFP) process for a developer partner or self-develop the undeveloped property located in Phoenix in the vicinity of Columbus Street and Central Avenue. Public Housing, RAD units, Section 8 Project-Based Vouchers or any combination thereof, may be considered as part of the future plans for the development of this property through a Mixed Finance approval process.

- **Improve the quality and long-term viability of the Housing Department’s current public housing properties by considering alternative funding strategies such as an optional conversion to Housing Choice Vouchers, Low-Income Housing Tax Credit, Rental Assistance Demonstration, Choice Neighborhood Initiative, Move to Work, project rehabilitation, or a combination of several strategies**

The Housing Department contracted with a third-party property management company to take full charge of day-to-day operations and oversight of Foothills Village (AMP 4) in FY 2015. The property consists of 28 one-story and 172 two-story townhomes, having one to four bedrooms each. The contracted property manager is responsible for financial management, to keep and maintain records, and to provide supervision, management, care, and operation of the property.

The Housing Department was awarded a $20 million HOPE VI grant in 2011 to revitalize its Aeroterra Frank Luke Addition (FLA) public housing community. In addition to the HOPE VI grant, Low Income Housing Tax Credits (LIHTC) were used to fund Phases I-III of the redevelopment. Phase I consists of 60 public housing units, serving seniors and persons with disabilities, and is 100% complete and occupied. Phases II and III are a mix of 1 to 5 bedrooms, and a combination of public housing, LIHTC, Section 8 project-based vouchers, and market rate units. Phase II was completed and 100% occupied in October 2016; Phase III was completed and 100% occupied in December 2016. Phase 4 of the Aeroterra FLA HOPE VI project was the Summit Apartments, the off-site component of the grant. Fifty (50) public housing units were placed at this property, which also has other affordable and market rate units. A major rehabilitation was funded at Summit using Neighborhood Stabilization Program (NSP) and HOPE VI funds. A final Phase V of the Aeroterra Frank Luke HOPE VI grant is pending and likely to be completed in the next 3-5 years.
The Housing Department was awarded the Choice Neighborhoods Planning and Action grant in 2016 to create a comprehensive neighborhood transformation plan for the area surrounding its East AMP, AZ001000003. The Housing Department issued a Request for Proposals and selected developer Gorman & Company, a national affordable housing developer with experience in many of HUD’s programs. Sidney P. Osborn Homes (145 units), A.L. Krohn (202 units), and Frank Luke Homes (230 units) are the target public housing sites for Choice Neighborhoods.

The Housing Department and its partners gathered input and facilitated an extensive resident and community stakeholder planning process to create the transformation plan, which was submitted to HUD on June 28, 2018. A Choice Neighborhoods Implementation Grant application was submitted in November 2017, and the Department was awarded the Grant on July 6, 2018. The Department will proceed to fully implement its strategies as outlined in the application, including a plan for the development of mixed-income housing units (including 427 replacement public housing units) on all three target public housing sites as well as an off-site parcel, and the inclusion of 150 Project-Based Vouchers to be utilized as replacement units. Applications for Tenant Protection Vouchers were also submitted with the Implementation Grant application. Allocations of Public Housing funds, Capital Fund Program, HOME, CDBG, Section 32 Sales Proceeds, Affordable Housing funds and other local funds may be utilized in the development. Demolition and disposition of the selected site(s) will likely occur in conjunction with plans for future LIHTC and Choice Neighborhoods Implementation grant applications.

The Housing Department applied for the Rental Assistance Demonstration (RAD) program in 2016 for its public housing portfolio, including: Foothills Village Apartments (AMP 4, 200 units), Maryvale Parkway Terrace Apartments (AMP 5, 108 units), the East AMP properties (AMP 3, 615 units), Scattered Sites (AMP 8, 365 units), Pine Tower Apartments (AMP 7, 156 units), Washington Manor Apartments (AMP 6, 112 units), Summit Apartments (AMP 24, 50 units), McCarty on Monroe (AMP 21, 34 units), and Aeroterra Senior Village (AMP 23, 60 units). All the listed AMPs were included in a RAD Portfolio application with AMPs 3, 4 and 8 in Part I, and all remaining AMPs in Part II. RAD CHAPs were received for AMP 3, 4, and 8 in calendar year 2017 with a Portfolio Award approved in October 2017. RAD CHAPs were received for McCarty on Monroe (AMP 21) on August 22, 2018 and Washington Manor (AMP 6) on October 5, 2018. These properties (except AMP 21 and AMP 23) will apply through the Mixed Finance development process in conjunction with its RAD conversion and LIHTC and other financing. A.L. Krohn East within AMP 3 (Monroe Gardens) was awarded LIHTC financing on June 29, 2018. Foothills Village Apartments (AMP 4) was awarded LIHTC financing September 10, 2018, with Mixed Finance Development and/or RAD financial closing to be completed in fiscal year 2018-2019. A co-developer for A.L. Krohn East and Foothills Village, Gorman & Company, was selected through a Request for Proposals process in 2017.

The Housing Department intends to submit an application to request US Department of Housing and Urban Development (HUD) approval to dispose of up to 25% or up to fifty (50) Foothills Village (AMP 4, AZ001000004) units, under Section 18 of the US Housing Act of 1937 during the fiscal year, due to Comprehensive Rehabilitation and Replacement through Rental Assistance Demonstration (RAD). The Foothills Village RAD Financing Plan will utilize a RAD/Section 18 blend, converting 75% or one hundred-fifty (150) units to RAD Project-Based Vouchers, disposing of fifty (50) units through Section 18, and replacing the disposed units with City of Phoenix Section 8 Project-Based Vouchers. The application will contain the required elements, including but not limited to, resident relocation plans which include RAD and Section 18 requirements including a planned application for Tenant Protection Vouchers, consultation with the Resident Advisory Board (RAB), and environmental reviews, as well as the approval of the Assisted Housing Governing Board.

RAD conversions projected to be completed in calendar year 2019 without significant rehabilitation or relocation, utilizing existing reserve funds and/or Capital Funds: Washington Manor Apartments (AMP 6, 112 units), McCarty on Monroe (AMP 21, 34 units), and Aeroterra Senior Village (AMP 23, 60 units).

Other properties within the Portfolio Award may proceed with RAD conversion during fiscal years 2018-2019 and 2019-2020 as feasible, including those RAD conversions contemplated within the Choice Neighborhoods Implementation Grant award. Project-Based Vouchers may be utilized in conjunction with RAD converted units at A.L. Krohn East (Monroe Gardens), Foothills Village (AMP 4) and other sites as necessary. (Attachment C)
The Housing Department intends to apply for the RAD program during calendar year 2019 for the following properties: Marcos de Niza (AMP 22, 374 units) and Henson Villages Phases I - IV (AMP 16 – 19, 549 units). These properties may apply through the Mixed Finance development process in conjunction with RAD conversion and LIHTC and other financing.

The Housing Department may utilize RAD in conjunction with its Affordable Housing (non-public housing) portfolio by placing converted units at one or more of its affordable properties to create mixed-income, sustainable communities. If this occurs, these properties will apply through the Mixed Finance approval process. One or more properties in the Affordable Housing portfolio will apply during 2018/2019.

Other LIHTC development projects include:

- McCarty on Monroe (AMP 20) – New construction of 69 units utilizing LIHTC and local funding at the former McCarty Apartments public housing community. This project was completed in 2009, providing 34 public housing and 35 LIHTC affordable units for seniors.

- Marcos de Niza (AMP 22) – A major rehabilitation/upgrade project was completed in 2013 utilizing LIHTC, a competitive CFP ARRA grant, and other federal, state and local resources. This project provided upgraded systems and unit interiors to the residents of the community. The property was converted to HVAC and all electrical systems at the property were replaced. The project also included many energy efficiency components and an Energy Performance Contract.

The Housing Department has over 2,700 Affordable Housing units which serve Phoenix area residents at or below 60% AMI. The Department is able to offer rental rates that generally fall below the average market rents in the Phoenix area and serve more families than can be served through public housing or Section 8. This allows more affordable housing options for the residents of Phoenix. Affordable housing units were added and rehabilitation project took place through Neighborhood Stabilization Program funds, General Obligation bonds, and other funding opportunities.

- **Strive to return all public housing properties to Public Housing Assessment System (PHAS) “High Performer” status**

The primary reason that the Housing Department is not designated a High Performer is because of lower than required occupancy in the Scattered Sites Program (AMP 8). The Department requested and received approval to sell an additional one hundred ninety-nine (199) homes on August 1, 2016. While the Section 32 Program provides an important benefit to our community, homes in rehabilitation and awaiting buyers are counted as “vacant” in the HUD assessment system. Accordingly, the occupancy score in the AMP 8 is artificially lower than it would be if these homes were not being made available for first time homeownership. Management is attempting to minimize the number of homes in this category, while continuing to provide an adequate selection for the community; under this plan, no fewer than eighteen (18) will always be listed as “vacant” for the duration of the program, and so occupancy cannot be expected to exceed 94% in AMP 8, even with every available unit occupied.

With the impending RAD conversion of Foothills Village, units are being held vacant in preparation of large-scale rehabilitation. The units are counted as “vacant” in the HUD assessment system until conversion is complete and accordingly, the occupancy score in AMP 4 will decrease.

*With the impending Choice Neighborhoods Implementation Grant redevelopment plan for AMP 3, in conjunction with RAD, units are being held vacant in preparation of demolition and relocation of A.L. Krohn East (AZ1-8A2, Monroe Gardens) and Frank Luke Homes (AZ1-2). The units are counted as “vacant” in the HUD assessment system until conversion is complete and accordingly, the occupancy score in AMP 3 will decrease.*
Continue to earn “High Performer” status for the Housing Choice Voucher program based on Section Eight Management Assessment Program (SEMAP)

The Section 8 Program was notified that it achieved Standard Performer status in September 2018. The department will strive to return to High Performer status during the fiscal year.

Goal: Strengthen communities

Explore potential for HOPE VI grants or successive similar programs each year with emphasis on the East Asset Management Project (AMP), AZ001000003

The Housing Department was awarded a $20 million HOPE VI grant in 2011 to revitalize its Aeroterra Frank Luke Addition (FLA) public housing community. In addition to the HOPE VI grant, Low Income Housing Tax Credits (LIHTC) were used to fund Phases I-III of the redevelopment. Phase I consists of 60 public housing units serving seniors and persons with disabilities is 100% complete and occupied. Phases II and III are a mix of 1 to 5 bedrooms, and a combination of public housing, LIHTC, Section 8 project-based vouchers, and market rate units. Phase II was completed and 100% occupied in October 2016; Phase III was completed and 100% occupied in December 2016. Phase 4 of the Aeroterra Frank Luke Addition HOPE VI project was the Summit Apartments, the off-site component of the grant. Fifty (50) public housing units were placed at this property, which also has other affordable and market rate units. A major rehabilitation was funded at Summit using Neighborhood Stabilization Program (NSP) and HOPE VI funds. A final Phase V of the Aeroterra Frank Luke Addition HOPE VI grant is pending and likely to be completed in the next 3-5 years.

The Housing Department was awarded the Choice Neighborhoods Planning and Action grant in 2016 to create a comprehensive neighborhood transformation plan for the area surrounding its East AMP, AZ001000003. The Housing Department issued a Request for Proposals and selected developer Gorman & Company, a national affordable housing developer with experience in many of HUD’s programs. Sidney P. Osborn Homes (145 units), A.L. Krohn (202 units), and Frank Luke Homes (230 units) are the target public housing sites for Choice Neighborhoods. The Housing Department and its partners gathered input and facilitated an extensive resident and community stakeholder planning process to create the transformation plan, which was submitted to HUD on June 28, 2018. A Choice Neighborhoods Implementation Grant application was submitted in November 2017, and the Department was awarded the Grant on July 6, 2018. The Department will proceed to fully implement its strategies as outlined in the application, including a plan for the development of mixed-income housing units (including 427 replacement public housing units) on all three target public housing sites as well as an off-site parcel, and the inclusion of 150 Project-Based Vouchers to be utilized as replacement units. Applications for Tenant Protection Vouchers were also submitted with the Implementation Grant application. Allocations of Public Housing funds, Capital Fund Program, HOME, CDBG, Section 32 Sales Proceeds, Affordable Housing funds and other local funds may be utilized in the development. Demolition and disposition of the site(s) will likely occur in conjunction with plans for future LIHTC and Choice Neighborhoods Implementation grant applications.

As opportunities arise, purchase or acquire suitable units to add to the affordable housing portfolio

In December 2009, PCCR Park Lee, LLC, whose managing manager is an instrumentality of the City of Phoenix Housing Department, acquired the 523-unit Park Lee apartment community. A major rehabilitation was completed using Neighborhood Stabilization Program (NSP) funds. A majority of the units serve families at 60% AMI or below. The remaining units serve families up to 120% AMI.

Additionally, the Housing Department acquired the Summit and Pine Crest apartment communities, utilizing limited liability companies whose managing members are instrumentalities of the City of Phoenix Housing Department. Summit was acquired in 2010 and Pine Crest was acquired in 2011. Both properties underwent extensive rehabilitation utilizing NSP funds. All units at Pine Crest are LIHTC and serve residents at 60% AMI. Fifty public housing units were placed at Summit, which also has other affordable and market rate units.
The Housing Department acquired the former Bridge Family Campus, constructed with HOME Investment Partnerships Program (HOME) and Community Development Block Grant (CDBG) funds, and renamed the property Phoenix Starfish Place, which serves victims of human trafficking. The acquisition of the property ensures that the HOME and CDBG funds invested will continue to provide long-term affordability and allow the City to serve a vulnerable population.

- **Construct or acquire facility to serve and house 50 chronically homeless individuals using a variety of funding sources to ensure sustainability**

The Housing Department procured and selected a non-profit developer to construct the Encanto Pointe community utilizing the “Housing First” model for 54 chronically homeless individuals. The project was completed in 2012 and fully leased in 2013. The Housing Department allocated a City General Obligation Bond loan to assist in the construction, together with ten (10) project-based HUD-VASH and forty-four (44) project-based Section 8 Housing Choice Vouchers.

Phase III of the Aeroterra Frank Luke Addition HOPE VI revitalization included thirty-three (33) Section 8 project-based units for chronically homeless individuals and families, with a preference for veterans.

- **Investigate the viability of project-basing Veterans Affairs Supportive Housing (VASH) vouchers for homeless veterans with families**

The department issued a RFP for up to one hundred (100) project-based VASH vouchers in November 2017 and thirty were awarded. The department issued a RFP in 2019 and seventy are being awarded. As a result, there will be one hundred forty-three (143) project-based VASH Vouchers for homeless veterans and veterans with families.

The department may issue an additional RFP for up to eighty (80) project-based VASH vouchers during calendar year 2019.

- **Consider the possibility of project-basing Family Unification Program vouchers**

The Housing Department has determined this to be not viable.

- **Develop mixed income communities outside the downtown Phoenix core**

In December 2009, PCCR Park Lee, LLC, whose managing manager is an instrumentality of the City of Phoenix Housing Department, acquired the 523-unit Park Lee apartment community. A major rehabilitation was conducted using Neighborhood Stabilization Program (NSP) funds. A majority of the units serve families at 60% AMI or below. The remaining units serve families up to 120% AMI.

Additionally, the Housing Department acquired the Summit and Pine Crest apartment communities, utilizing limited liability companies whose managing members are instrumentalities of the City of Phoenix Housing Department. Summit was acquired in 2010 and Pine Crest was acquired in 2011. Both properties underwent extensive rehabilitation utilizing NSP funds. All units at Pine Crest are LIHTC and serve residents at 60% AMI. Fifty public housing units were placed at Summit, which also has other affordable and market rate units.

The Housing Department was awarded a $20 million HOPE VI grant in 2011 to revitalize its Aeroterra Frank Luke Addition (FLA) public housing community. In addition to the HOPE VI grant, Low Income Housing Tax Credits (LIHTC) were used to fund Phases I-III of the redevelopment. Phase I consists of 60 public housing units, serving seniors and persons with disabilities, and is 100% complete and occupied. Phases II and III are a mix of 1 to 5 bedrooms, and a combination of public housing, LIHTC, Section 8 project-based vouchers, and market rate units. Phase II was completed and 100% occupied in October 2016; Phase III was completed and 100% occupied in December 2016.

The Housing Department was awarded the Choice Neighborhoods Planning and Action grant in 2016 to create a comprehensive neighborhood transformation plan for the area surrounding its East AMP, AZ001000003. The Housing Department procured and selected a non-profit developer to construct the Encanto Pointe community utilizing the “Housing First” model for 54 chronically homeless individuals. The project was completed in 2012 and fully leased in 2013. The Housing Department allocated a City General Obligation Bond loan to assist in the construction, together with ten (10) project-based HUD-VASH and forty-four (44) project-based Section 8 Housing Choice Vouchers.

Phase III of the Aeroterra Frank Luke Addition HOPE VI revitalization included thirty-three (33) Section 8 project-based units for chronically homeless individuals and families, with a preference for veterans.

- **Investigate the viability of project-basing Veterans Affairs Supportive Housing (VASH) vouchers for homeless veterans with families**

The department issued a RFP for up to one hundred (100) project-based VASH vouchers in November 2017 and thirty were awarded. The department issued a RFP in 2019 and seventy are being awarded. As a result, there will be one hundred forty-three (143) project-based VASH Vouchers for homeless veterans and veterans with families.

The department may issue an additional RFP for up to eighty (80) project-based VASH vouchers during calendar year 2019.

- **Consider the possibility of project-basing Family Unification Program vouchers**

The Housing Department has determined this to be not viable.

- **Develop mixed income communities outside the downtown Phoenix core**

In December 2009, PCCR Park Lee, LLC, whose managing manager is an instrumentality of the City of Phoenix Housing Department, acquired the 523-unit Park Lee apartment community. A major rehabilitation was conducted using Neighborhood Stabilization Program (NSP) funds. A majority of the units serve families at 60% AMI or below. The remaining units serve families up to 120% AMI.

Additionally, the Housing Department acquired the Summit and Pine Crest apartment communities, utilizing limited liability companies whose managing members are instrumentalities of the City of Phoenix Housing Department. Summit was acquired in 2010 and Pine Crest was acquired in 2011. Both properties underwent extensive rehabilitation utilizing NSP funds. All units at Pine Crest are LIHTC and serve residents at 60% AMI. Fifty public housing units were placed at Summit, which also has other affordable and market rate units.

The Housing Department was awarded a $20 million HOPE VI grant in 2011 to revitalize its Aeroterra Frank Luke Addition (FLA) public housing community. In addition to the HOPE VI grant, Low Income Housing Tax Credits (LIHTC) were used to fund Phases I-III of the redevelopment. Phase I consists of 60 public housing units, serving seniors and persons with disabilities, and is 100% complete and occupied. Phases II and III are a mix of 1 to 5 bedrooms, and a combination of public housing, LIHTC, Section 8 project-based vouchers, and market rate units. Phase II was completed and 100% occupied in October 2016; Phase III was completed and 100% occupied in December 2016.

The Housing Department was awarded the Choice Neighborhoods Planning and Action grant in 2016 to create a comprehensive neighborhood transformation plan for the area surrounding its East AMP, AZ001000003. The Housing Department procured and selected a non-profit developer to construct the Encanto Pointe community utilizing the “Housing First” model for 54 chronically homeless individuals. The project was completed in 2012 and fully leased in 2013. The Housing Department allocated a City General Obligation Bond loan to assist in the construction, together with ten (10) project-based HUD-VASH and forty-four (44) project-based Section 8 Housing Choice Vouchers.

Phase III of the Aeroterra Frank Luke Addition HOPE VI revitalization included thirty-three (33) Section 8 project-based units for chronically homeless individuals and families, with a preference for veterans.

- **Investigate the viability of project-basing Veterans Affairs Supportive Housing (VASH) vouchers for homeless veterans with families**

The department issued a RFP for up to one hundred (100) project-based VASH vouchers in November 2017 and thirty were awarded. The department issued a RFP in 2019 and seventy are being awarded. As a result, there will be one hundred forty-three (143) project-based VASH Vouchers for homeless veterans and veterans with families.

The department may issue an additional RFP for up to eighty (80) project-based VASH vouchers during calendar year 2019.

- **Consider the possibility of project-basing Family Unification Program vouchers**

The Housing Department has determined this to be not viable.

- **Develop mixed income communities outside the downtown Phoenix core**

In December 2009, PCCR Park Lee, LLC, whose managing manager is an instrumentality of the City of Phoenix Housing Department, acquired the 523-unit Park Lee apartment community. A major rehabilitation was conducted using Neighborhood Stabilization Program (NSP) funds. A majority of the units serve families at 60% AMI or below. The remaining units serve families up to 120% AMI.

Additionally, the Housing Department acquired the Summit and Pine Crest apartment communities, utilizing limited liability companies whose managing members are instrumentalities of the City of Phoenix Housing Department. Summit was acquired in 2010 and Pine Crest was acquired in 2011. Both properties underwent extensive rehabilitation utilizing NSP funds. All units at Pine Crest are LIHTC and serve residents at 60% AMI. Fifty public housing units were placed at Summit, which also has other affordable and market rate units.

The Housing Department was awarded a $20 million HOPE VI grant in 2011 to revitalize its Aeroterra Frank Luke Addition (FLA) public housing community. In addition to the HOPE VI grant, Low Income Housing Tax Credits (LIHTC) were used to fund Phases I-III of the redevelopment. Phase I consists of 60 public housing units, serving seniors and persons with disabilities, and is 100% complete and occupied. Phases II and III are a mix of 1 to 5 bedrooms, and a combination of public housing, LIHTC, Section 8 project-based vouchers, and market rate units. Phase II was completed and 100% occupied in October 2016; Phase III was completed and 100% occupied in December 2016.

The Housing Department was awarded the Choice Neighborhoods Planning and Action grant in 2016 to create a comprehensive neighborhood transformation plan for the area surrounding its East AMP, AZ001000003.
Department issued a Request for Proposals and selected developer Gorman & Company, a national affordable housing developer with experience in many of HUD’s programs. Sidney P. Osborn Homes (145 units), A.L. Krohn (202 units), and Frank Luke Homes (230 units) are the target public housing sites for Choice Neighborhoods. The Housing Department and its partners gathered input and facilitated an extensive resident and community stakeholder planning process to create the transformation plan, which was submitted to HUD on June 28, 2018. A Choice Neighborhoods Implementation Grant application was submitted in November 2017, and the Department was awarded the Grant on July 6, 2018. The Department will proceed to fully implement its strategies as outlined in the application, including a plan for the development of mixed-income housing units (including 427 replacement public housing units) on all three target public housing sites as well as an off-site parcel, and the inclusion of 150 Project-Based Vouchers to be utilized as replacement units.

All of these properties are, or in the case of AMP 3 will be, mixed income communities outside the downtown Phoenix core.

- **Increase the number of partnerships with agencies who serve populations affected by the Violence Against Women Act**

The Housing Department continues a strong partnership with the City of Phoenix Family Advocacy Center which helps families receive the assistance necessary to address any type of familial violence. The Housing Department also has a continuing relationship with most of the domestic violence shelters in the Valley. A new partner is the Area Agency on Aging DOVES program for late-life victims of domestic violence. The Department plans to renew its relationship with the Arizona Coalition Against Domestic Violence to gain further resources.

- **Work with partners to increase services to improve participant employability**

Case management and other services are offered to all public housing residents impacted by HOPE VI developments. At the Emmett McLoughlin Community Training and Education Center, a variety of classes are offered by partners. These classes include GED, ESL, parenting workshops, leadership classes, financial education, and health and wellness classes.

The HOPE VI Community and Supportive Services Program opened an office at the Summit Apartments in 2014. Those offices and community area were renovated in 2016, creating a computer lab, resident meeting space, and case management offices and includes a computer lab for job search, resume writing and other employment skills. Case management staff is typically available there two days a week (and as needed) to provide the public housing residents with assessment and referral, service coordination, and other programming leading to self-sufficiency. Community and nonprofit partners have been involved in the following activities this year: Workforce Wednesdays, Block Watch, Safety Social, Getting Arizona Involved in Neighborhoods, Job Search, and resume assistance. A formal Block Watch was started in 2015, which received a grant of $10,000 in 2016.

*A former satellite ARIZONA@WORK (formerly Phoenix Workforce Connection) One Stop Career Center located within Henson Village, which is hosted by Housing Department staff, an access point due to changes in the WIOA. This center allows for residents to actively update resumes, look for jobs, and attend job fairs. The site has seen an increase in participation over the past few years. An access point ARIZONA@WORK One Stop Career Center for the Aeroterra HOPE VI site, will open in January 2019 and will have a Workforce Specialist located at the site.*

The Housing Department was awarded a ROSS (Resident Opportunities and Self-Sufficiency) for Education Grant. The Department will partner with the Library Department’s College Depot to deploy Education Navigators to provide youth between the ages of 15 – 20 and their families individualized assistance at public housing sites. The Navigators will provide support with Free Application for Federal Student Aid completion, financial literacy and college readiness, postsecondary program applications, and post-acceptance assistance.
The Housing Department worked with multiple community partners to refer youth ages 16 - 24 to work opportunities, the Summer Youth Work Employment Program. Participants worked 200 hours over the summer months at minimum wage and were provided classes in work readiness. The Emmett McLoughlin Community Training and Education Center was a partner work site for the Summer Youth Work Program through ARIZONA@WORK Phoenix.

The Housing Department was awarded a four-year Jobs Plus grant in September 2016 to develop locally-based, job driven approaches to increase earnings and advance employment outcomes through work readiness, employer linkages, job placement and counseling, educational advancement, technology skills and financial literacy for residents of the Marcos de Niza public housing site. iWORK, (Improving Work Opportunities and Resident Knowledge), the name for the local program, will address poverty among public housing residents by incentivizing and enabling employment through income disregards for working families and a set of services designed to support employment. This site in an affiliate ARIZONA@WORK One Stop Center and a Workforce Specialist is located at the site.

All City of Phoenix public housing Neighborhood Network Centers have included a component that includes resume writing, work search and small job fairs.

- **Coordinate partner efforts to increase independence for the elderly and persons with disabilities**

The Housing Department applied for and has been awarded eighty-nine (89) additional mainstream vouchers to assist non-elderly disabled persons who are homeless, at risk of homelessness, institutionalized or at risk of institutionalization. The department has partnered with Ability 360, the Area Agency on Aging, Arizona Health Care Cost Containment System (AHCCCS), Maricopa Integrated Health Services and the Maricopa Regional Continuum of Care to work collaboratively to allow participants to reside and receive services in the neighborhoods of Phoenix and elsewhere through portability. The services offered are voluntary and not a requirement for participation.

In an effort to address Food Desert concerns, the Housing Department has established a partnership with Gregory’s Fresh Market, which enables senior and disabled housing residents to purchase fresh fruits and vegetables on site at a reduced price.

The Housing Department has established partnerships with several organizations to assist senior and disabled residents with medical and social service related issues, including:

- CVS and Scottsdale Pharmacy for on-site Flu and Pneumonia Shot clinics;
- Comprehensive Palliative Care provided by Hospice which provides medical resources for those with chronic illnesses;
- Hospice of the Valley provides educational presentations on health-related topics and medical resources for those with chronic illnesses;
- Arizona State University School of Nursing provides health assessments, educational classes and flu shot clinics at all five senior/disabled sites and two HOPE VI sites;
- University of Arizona Nutrition Assistance;
- Maricopa County Health Department provides chronic disease management, biometrics, blood pressure clinics, exercise clinics, nutrition workshops and health care committees;
- Arizona Attorney General provides presentations on fraud, senior abuse and living wills;
- Area Agency on Aging provides information and presentations on fraud, hoarding, domestic violence and Medicare;
- Northern Arizona University provided the Senior Companion Program;
- American Lung Association provided a train the trainer course to identified staff to initiate a Freedom from Smoking class, offered to those who wish to stop smoking;
- Valle del Sol is a Federally Qualified Health Care Center;
- The City of Phoenix Police and Fire Departments and the Family Advocacy Center present information at the annual GAIN events;
- Art All Around Us sponsored by the Phoenix Art Museum provides residents with art education; and
- Right Care provides senior and disabled residents with CPR certification and plans to provide other related training opportunities.
The Housing Department has established a partnership with Safelink Services, which provides free cellular phones to qualified elderly and disabled residents, and the Telephone Assistance Program, which provides a discount on home land lines.

The Housing Department Community and Supportive Services Program partners with over 60 area agencies and partners to provide comprehensive services to both disabled and elderly residents living at HOPE VI sites. One of these partners is the Arizona State University School of Social Work. Social work interns placed at Senior Living at Henson Village provide case management twice weekly and have coordinated ongoing art and exercise classes. In 2016, the program expanded to include interns at Pine Tower Apartments and Fillmore Gardens Apartments. Section 8 staff is working to increase resources to existing residents and participants of the Housing Department programs. They are also developing criteria for potential partners to assist with future applications for non-elderly disabled vouchers.

**Goal: Increase homeownership opportunities**

- **Continuously sell Scattered Sites homes to low income families, with special attention to participants in assisted housing programs, via a Section 32 plan and program.**

On August 1, 2016, the Housing Department received approval from the Special Applications Center of the U.S. Department of Housing and Urban Development, application DDA0001328, to add 199 single-family homes to the existing Section 32 Homeownership Program. All other conditions of the original approval dated June 28, 2006, and subsequent amendments remain as approved.

- **Develop Affordable Single-Family Homes**

The department awarded a contract to develop affordable single-family homes for purchase by home buyers at or below 80% AMI on thirty (30) vacant lots originally purchased with federal funds.

- **Sell 50 Scattered Sites homes via a Section 18 plan and program**

HUD’s Special Applications Center (SAC) approved conversion of the Housing Department’s Section 18 application to a Section 32 amendment, DDA0005665.

The Housing Department intends to submit an application to request US Department of Housing and Urban Development (HUD) approval to dispose of up to 250 Scattered Sites AZ001000008 (AMP 08) units, under Section 18 of the US Housing Act during the fiscal year, due to the distance between units, the lack of uniformity of systems and the unsustainability to operate and maintain the units as public housing. The Section 18 Plan will have similar affordability, primary residence and time period restrictions to those of the Section 32 Plan for a percentage of units included in the Plan, with some exceptions, including but not limited to: units which require excessive rehabilitation, units which appraise beyond what affordable buyers may qualify for and units which fail to sell after established time periods and price reductions. AMP 08 currently has 269 single-family homes with 147 of those identified for sale through the Section 32 Program. The application will contain the required elements including but not limited to, the planned method of sale, resident relocation plans including a planned application for Tenant Protection Vouchers, consultation with the Resident Advisory Board (RAB), and environmental reviews, as well as the approval of the Assisted Housing Governing Board, in accordance with PIH 2018-04, in addition to a Significant Amendment to this Plan.

- **Coordinate the availability of down payment assistance between the various homeownership programs offered by the City of Phoenix Housing Department**

The Housing Department administers a down payment and closing cost assistance program for low- and moderate-income first-time homebuyers funded with HOME Investment Partnerships Program funds. This program, called the Open Doors Initiative, launched in September 2010. Eligible families receive up to $15,000 in the form of a zero-
percent interest loan and must use the home as their primary residence. **Assistance is based on need and is provided to households earning at or below eighty percent (80%) of the Area Median Income.** This program is on-going and administered through partnerships with two non-profit housing counseling agencies. **The most recent five-year contract ended in August 2018 and served eighty-nine (89) households to successfully become homeowners. The department will issue a new RFP, with the award for three years commencing on or about July 1, 2019, with the option to renew or extend the agreement(s) for two additional periods of up to one (1) year each.**

Since program inception, the NSP funded Homebuyer Assistance Program has provided homeownership assistance to 190 low-to-middle income households in Phoenix. This program ended in 2012. The HOPE VI funded Matthew Henson and Krohn West Homeownership Programs also provided down payment and closing cost assistance to low income, first-time homebuyers within the city of Phoenix. These programs, which ended in 2014, allowed another 65 households to become new homeowners. This funding could also be used in conjunction with NSP funded or HOME funded DPA programs.

- **Ensure that all homeownership training classes offer education about avoiding predatory lending practices**

  All Section 32 Homeownership applicants attend 8 hours of HUD approved financial counseling, which includes how to avoid predatory lending.

- **Ensure all Section 32 applicants have received an 8-hour HUD approved housing counseling course**

  All Section 32 Homeownership applicants attend 8 hours of HUD approved financial counseling.

**Goal: Ensure equal opportunity in housing**

- **Consider site-based waiting lists for all public housing properties**

  Each AMP has a site-based waiting list.

- **Offer information about Fair Housing to all assisted housing applicants and potential homeowners**

  The Section 8 program provides Fair Housing information as part of the packet of information received by the potential program participant and conducts training with current and potential landlord partners.

  The Public Housing Program provides Fair Housing information as part of the application process.

  The Section 32 Homeownership program provides Fair Housing information as part of the packet of information provided during the application phase.

  The Housing Department adopted a revised Language Access Plan for limited English proficiency persons.

  The Housing Department provides fair housing information to all residents, HCV holders and all parties who sign up for the Department’s email distribution list semi-annually.

  The Housing Department is committed to affirmatively furthering fair housing and marketing its entire housing portfolio accordingly.

- **Ensure that all public housing properties rehabilitated or reconstructed meet Section 504 and ADA requirements**

  The Housing Department meets and sometimes exceeds Section 504 and ADA requirements in its public housing new construction, substantial rehabilitation and CFP renovation projects. The properties include: McCarty on Monroe, Symphony (HOPE VI), Aeroterra (HOPE VI Phase I-IV), Marcos de Niza, Foothills Village Apartments, Pine Tower Apartments, Washington Manor and Sunnyslope Manor. In addition, our new construction sites McCarty on Monroe and Aeroterra Senior Village were designed to include enhanced accessibility features focusing on the needs of our
aged population that improved mobility for the entire site. All the units at these two properties are visit-able and can be easily adapted into a completely accessible apartment with minor changes.

The Housing Department completed an ADA renovation at Foothills Village Apartments (AMP 4). The renovation included demolition and reconstruction of twelve (12) units, with each meeting Uniform Federal Accessibility Standards and are barrier free accessible. An additional sixteen (16) units were remodeled to be visit-able and readily convertible to ADA standards, if necessary. As a result of the renovation, the property exceeds the ADA requirements.

- **Consider universal design concepts and visit-ability standards when building or significantly renovating new public housing complexes**

The Housing Department utilized universal design concepts and visit-ability standards in its public housing construction projects at McCarty on Monroe, Symphony (HOPE VI), Aeroterra (HOPE VI Phase I-IV), Foothills Village Apartments and Marcos de Niza. These included features that can be accessed, understood and used to the greatest extent possible by all people. Some examples are smooth, ground level entrances without stairs, surfaces textures that require low force to traverse like carpet tiles and vinyl flooring, wide interior doors, lever handles on doors, bright and appropriate lighting, clear lines of sight and signs with contrasting color. Visit-ability concepts were also incorporated into the Marcos de Niza and Foothills Village ADA public housing rehabilitation projects by improving the common areas and apartments.

The Housing Department completed an ADA renovation at Foothills Village Apartments (AMP 4). The renovation included demolition and reconstruction of twelve (12) units, with each meeting Uniform Federal Accessibility Standards and are barrier free accessible. An additional sixteen (16) units were remodeled to be visit-able and readily convertible to ADA standards, if necessary.

**B.6 Resident Advisory Board (RAB) Comments.**

(a) Did the RAB(s) provide comments to the PHA Plan?

_Y_ N

☐ ☒ The RAB provided no comments regarding the 2019/2020 Annual Agency Plan.

(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.

**B.7 Certification by State or Local Officials.**

*Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.*

See Attachment E, HUD 50077-SL

**B.8 Troubled PHA.**

(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?

_Y_ N N/A

☐ ☐ ☒ (b) If yes, please describe: N/A

**C. Statement of Capital Improvements.** Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).

**C.1 Capital Improvements.** Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.

*Attachment F, HUD-50075.2, Approved 02-27-2019*

The Housing Department received the full Capital Fund Program (CFP) allocation amount for Fiscal Year 2018/2019. The amount allocated exceeds the 25% threshold of the budgeted and approved amount in the 2018/2019 Annual Plan. The 2018/2019 CFP 5-Year Action Plan has been revised.

The Housing Department has revised 2016/2017 Annual Budget and 2017/2018 5-Year Action Plan. In both 2016 and 2017, the Housing Department has reallocated a portion of the funds to better meet the current needs of the public housing properties. Projects that had an over allocation were adjusted accordingly and budgets were reallocated to fund additional projects on different properties.
Instructions for Preparation of Form HUD-50075-ST
Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section.

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 C.F.R. §903.23(4)(c))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 C.F.R. §943.128(a))

B. Annual Plan. All PHAs must complete this section.

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.” (24 C.F.R. §903.7)

☐ Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 C.F.R. §903.7(a)(1)) 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. (24 C.F.R. §903.7(a)(2)(ii))

☐ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 C.F.R. §903.2. (24 C.F.R. §903.23(b)) Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 C.F.R. §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 C.F.R. §903.7(b)) Describe the PHA’s procedures for maintaining lists for admission to public housing and address any site-based waiting lists. (24 C.F.R. §903.7(b)). A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 C.F.R. §903.7(h)) Describe the unit assignment policies for public housing. (24 C.F.R. §903.7(b))

☐ 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. (24 C.F.R. §903.7(c))

☐ Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 C.F.R. §903.7(d))

☐ Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and 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. (24 C.F.R. §903.7(e))

☐ Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 C.F.R. §903.7(f))

☐ Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 C.F.R. §903.7(k))

☐ Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (24 C.F.R. §903.7(l)) A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; and (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. (24 C.F.R. §903.7(l))

☐ Safety and Crime Prevention. Describe the PHA’s plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (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. (24 C.F.R. §903.7(m)) 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. (24 C.F.R. § 903.7(n)(5))

☐ Pet Policy. Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. (24 C.F.R. § 903.7(n))

☐ Asset Management. State 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. (24 C.F.R. § 903.7(q))

☐ Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. (24 C.F.R. § 903.7(r)(2)(i))

☐ Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CETF work items (items not included in the current CETF Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website at: Notice PIH 1999-51. (24 C.F.R. § 903.7(r)(2)(ii))

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

☐ Hope VI or Choice Neighborhoods. 1) A description of any housing (including project number [if known] and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm. (Notice PIH 2010-30)

☐ 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 Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for 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. (Notice PIH 2010-30)

☐ Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs [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. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA’s last Annual and/or 5-Year PHA Plan submission. 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_dispos/index.cfm. (24 C.F.R. § 903.7(h))

☐ Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. 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. Note: The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 C.F.R. § 903.7(i)(i)(C))

☐ Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received 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. (24 C.F.R. § 903.7(i))

☐ Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD’s website at: Notice PIH 2012-32

☐ Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: 1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA’s cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD’s website at: Notice PIH 2011-7. (24 C.F.R. § 903.503) (24 C.F.R. § 903.7(b))

☐ Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A “police officer” means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD’s website at: Notice PIH 2011-7. (24 C.F.R. § 903.505) (24 C.F.R. § 903.7(b))

☐ Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD’s website at: Notice PIH 2009-21. (24 C.F.R. § 903.7(e))

☐ Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. (24 C.F.R. § 903.7(b))
Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 C.F.R. §900.145(a)(1).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

B.3 Civil Rights Certification. Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulation, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the 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. (24 C.F.R. §903.7(qo))

B.4 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 C.F.R. §903.7(p))

B.5 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 C.F.R. §903.7(r)(1))

B.6 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 C.F.R. §903.13(c), 24 C.F.R. §903.19)

B.7 Certification by State of Local Officials. Form HUD-50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 C.F.R. §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

B.8 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark “yes,” and describe that plan. If the PHA is troubled, but does not have any of these items, mark “no.” If the PHA is not troubled, mark “N/A.” (24 C.F.R. §903.9)

C. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 C.F.R. 903.7(g))

C.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form- 50075.2 approved by HUD on XX/XX/XXXX.”