

<b>Streamlined Annual PHA Plan (HCV Only PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 02/29/2016</b>
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**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-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

**Definitions.**

- (1) **High-Performer 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 and 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.

<b>A.</b>	<b>PHA Information.</b>				
A.1	<b>PHA Name:</b> _____ <b>PHA Code:</b> _____ <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): _____ <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) <b>Number of Housing Choice Vouchers (HCVs)</b> _____ <b>PHA Plan Submission Type:</b> <input type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission				
<p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below 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. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p>					
<input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a joint Plan and complete table below)					
	<b>Participating PHAs</b>	<b>PHA Code</b>	<b>Program(s) in the Consortia</b>	<b>Program(s) not in the Consortia</b>	<b>No. of Units in Each Program</b>
	Lead HA:				

<b>B. Annual Plan.</b>	
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?  Y N</p> <p> <input type="checkbox"/> <input type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs.  <input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.  <input type="checkbox"/> <input type="checkbox"/> Financial Resources.  <input type="checkbox"/> <input type="checkbox"/> Rent Determination.  <input type="checkbox"/> <input type="checkbox"/> Operation and Management.  <input type="checkbox"/> <input type="checkbox"/> Informal Review and Hearing Procedures.  <input type="checkbox"/> <input type="checkbox"/> Homeownership Programs.  <input type="checkbox"/> <input type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.  <input type="checkbox"/> <input type="checkbox"/> Substantial Deviation.  <input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>
<b>B.2</b>	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?  Y N Project Based Vouchers.</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p>
<b>B.3</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?  Y N N/A</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<b>B.4</b>	<p><b>Civil Rights Certification</b></p> <p><a href="#">Form HUD-50077</a> 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.</p>
<b>B.5</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a> 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.</p>
<b>B.6</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p>
<b>B.7</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?  Y N</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(a) 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.</p>

# Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

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## A. PHA Information. All PHAs must complete this section. ([24 CFR §903.23\(4\)\(e\)](#))

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of 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.

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

## B. Annual Plan. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

### 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.”

**Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. 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 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). 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 CFR §903.7\(a\)\(2\)\(ii\)](#))

**Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([24 CFR §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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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 CFR §903.7\(c\)](#))

**Rent Determination.** A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)\(3\)\(4\)](#)).

**Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

**Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

**Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA’s partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program’s size (including required and actual size of the FSS program) and means of allocating assistance to households. ([24 CFR §903.7\(l\)\(i\)](#)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)\(iii\)](#)).

**Substantial Deviation.** PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §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; or b) any change with regard to homeownership programs. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §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 Activity.** If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark “yes” for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark “no.” ([24 CFR §983.57\(b\)\(1\)](#) and Section 8(13)(C) of the United States Housing Act of 1937.

**Project-Based Vouchers (PBV).** Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

- B.3 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 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(p\)](#))
- B.4 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 CFR §903.7\(o\)](#))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))
- B.6 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 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))
- B.7 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 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides 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 for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

## **Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

The Anaheim Housing Authority (AHA) is required to maintain an Administrative Plan (Plan) that details the policies and procedures governing how its Section 8 Housing Choice Voucher (HCV) Program will be administered. Since its last revision in 2018, some sections of the Plan are being revised and other sections include new language.

The following attachment reflects the changes made to the Administrative Plan regarding the Section 8 HCV and Project-Based Voucher (HCV) Programs. Summaries of the chapter and the changes being made are listed below. The new language added to the Administrative Plan can be found under the bold, “New Language” headings and the language being amended can be found under the “Old Language” heading.

<b>Chapter 4</b>	<b>Modified Language: Selection Method. Preferences.</b>
<p>APPLICATIONS, WAITING LIST AND TENANT SELECTION</p>	<p><b>4-III.C. Selection Method</b></p> <p>AHA would like to amend its previous “Homeless” preference by renaming it “Special Needs Populations” and extend the required qualifications to meet this preference.</p> <p>During FY 2018-2019, the U.S. Department of Housing and Urban Development (HUD) awarded AHA with 55 Mainstream Vouchers to provide rental assistance and supportive services (with different partners) to qualified non-elderly persons with disabilities. The Mainstream Voucher program targets non-elderly persons with disabilities individuals include who are transitioning out of institutional or other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless. As a condition for these vouchers, AHA is required by HUD to include an admissions preference in its Plan for the targeted population within one calendar year of the voucher award date.</p> <p>AHA would also like to increase its preference commitment to Anaheim-based homeless families from 25% to 50% in order to utilize the Mainstream Vouchers committed.</p> <p>Lastly, AHA would like to change clarify that any Anaheim-based homeless family in any city-funded homeless program qualify under this preference. The previous language only singled out the City’s Homeless Assistance Pilot Program (HAPP) program.</p>

**Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

	<p><b>New Language:</b></p> <ol style="list-style-type: none"><li>1. <u>Special Needs Populations – Applicants who live or work in the City of Anaheim will be given priority under these preferences.</u><ol style="list-style-type: none"><li>a. For up to 55 vouchers, preference will be granted to non-elderly disabled persons transitioning out of institutional or other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless.</li><li>b. AHA will commit up to 50% of annual new admission vouchers to assist Anaheim-based homeless families who are either:<ol style="list-style-type: none"><li>i. Referred by an approved local service provider because they are participating in a local transitional housing program or are receiving other supportive and shelter services from that provider; or</li><li>ii. Participating in a city-funded homeless program and have been referred by the connected service agency. Applicant must meet all eligibility requirements. Admissions will be on a first come, first served basis and is subject to funding availability.</li></ol></li></ol></li></ol> <p><b>Old Language:</b></p> <ol style="list-style-type: none"><li>1. <u>Homeless</u> – AHA will commit up to 25% of annual new admission vouchers to assist Anaheim-based homeless families who are either:<ol style="list-style-type: none"><li>a. Referred by an approved local service provider because they are participating in a local transitional housing program or are receiving other supportive and shelter services from that provider; or</li><li>b. Participating in the Homeless Assistance Pilot Program (HAPP) and have been referred by the HAPP service agency.</li></ol>Applicant must meet all eligibility requirements. Admissions will be on a first come, first served basis and is subject to funding availability.</li></ol>
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**Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

Chapter 5	Modified Language: Family Obligations
BRIEFINGS AND VOUCHER ISSUANCE	<p><b>5-I.C. Family Obligations [24 CFR 982.551]</b></p> <p>Currently, HUD regulations require families supply any information that the PHA determines is necessary in the administration of the program. AHA would like to clarify that it finds it necessary for families to provide a reasonable explanation when the household’s expenses exceeds their income since it may serve as an indication of unreported income in the household.</p> <p><b>New Language:</b></p> <ul style="list-style-type: none"> <li>• The family must supply any information that the PHA or HUD determines to be necessary, including submission of required evidence of citizenship or eligible immigration status.</li> </ul> <p><u>PHA Policy</u></p> <p>If an applicant or participant reports expenses that exceeds their income, the PHA will require the individual to provide a reasonable explanation for the circumstance (such as the loss of a job). The PHA will also require documentation that supports the applicant or participant’s claim. If the applicant or participant does not provide a reasonable explanation and documentation explaining why their expenses exceed their income, they will not have met the family obligations.</p> <p><b>Old Language:</b></p> <ul style="list-style-type: none"> <li>• The family must supply any information that the PHA or HUD determines to be necessary, including submission of required evidence of citizenship or eligible immigration status.</li> </ul>

**Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

Chapter 6	Modified Language: Household Composition and Income
<p>INCOME AND SUBSIDY DETERMINATIONS</p>	<p><b>6-I.B. HOUSEHOLD COMPOSITION AND INCOME</b></p> <p>AHA is currently required to count all income that is anticipated and received by all family members (even if temporarily absent) unless it is specifically excluded by the HUD regulations or PHA policies. AHA would like to clarify that income received on behalf of an individual that is not in the household will not be counted towards the household’s income if the family member who is receiving the income was named the other person’s beneficiary.</p> <p><b>New Language:</b></p> <p>Income received by all family members must be counted unless specifically excluded by the regulations or PHA policies. It is the responsibility of the head of household to report changes in family composition. The rules on which sources of income are counted vary somewhat by family member. The chart below summarizes how family composition affects income determinations.</p> <p style="padding-left: 40px;"><u>PHA Policy</u></p> <p style="padding-left: 40px;">If a family member is receiving income on behalf of an individual that is not in the household because the family member is their beneficiary, that income will not be counted.</p> <p><b>Old Language:</b></p> <p>Income received by all family members must be counted unless specifically excluded by the regulations. It is the responsibility of the head of household to report changes in family composition. The rules on which sources of income are counted vary somewhat by family member. The chart below summarizes how family composition affects income determinations.</p>



**Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

Chapter 11	Modified Language: Household Composition Changes
REEXAMINATIONS	<p><b>11-II.B. Changes in Family and Household Composition</b></p> <p>Currently, a family is required to request AHA approval to add a new family member (with the exception of children who join the family as a result of birth, adoption, or court-awarded custody, or a live in aide). AHA would like to clarify that a household cannot request an addition of a new family member during the initial term of a lease of newly admitted household, unless it the new member falls under one of the exceptions listed above.</p> <p><b>New Policy:</b></p> <p>If a change in family size causes a violation of Housing Quality Standards (HQS) space standards (see Chapter 8), the PHA must issue the family a new voucher, and the family and PHA must try to find an acceptable unit as soon as possible. If an acceptable unit is available for rent by the family, the PHA must terminate the family’s HAP contract in accordance with its terms [24 CFR 982.403].</p> <p><u>PHA Policy</u></p> <p>Families must request PHA approval to add a new family member, live-in aide, foster child, or foster adult. This includes any person not on the lease who is expected to stay in the unit for more than 30 consecutive days within a 12-month period and therefore no longer qualifies as a “guest.” Foster children and foster adults may be granted “guest” status for a period not to exceed 90 days. Requests must be made in writing and approved by the PHA prior to the individual moving into the unit.</p> <p>The PHA will not approve the addition of a new household member during the initial term of a lease of newly admitted household, unless the new member is joining the household as a result of birth, adoption, court-awarded custody, or if they would be a live-in aide.</p> <p>The PHA will not approve the addition of a new family or household member unless the individual meets the PHA’s eligibility criteria (see Chapter 3) and documentation requirements (see Chapter 7, Part II).</p> <p><b>Old Language:</b></p>

**Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

	<p>If a change in family size causes a violation of Housing Quality Standards (HQS) space standards (see Chapter 8), the PHA must issue the family a new voucher, and the family and PHA must try to find an acceptable unit as soon as possible. If an acceptable unit is available for rental by the family, the PHA must terminate the family’s HAP contract in accordance with its terms [24 CFR 982.403].</p> <p><u>PHA Policy</u></p> <p>Families must request PHA approval to add a new family member, live-in aide, foster child, or foster adult. This includes any person not on the lease who is expected to stay in the unit for more than 30 consecutive days within a 12-month period and therefore no longer qualifies as a “guest.” Foster children and foster adults may be granted “guest” status for a period not to exceed 90 days. Requests must be made in writing and approved by the PHA prior to the individual moving into the unit.</p> <p>The PHA will not approve the addition of a new family or household member unless the individual meets the PHA’s eligibility criteria (see Chapter 3) and documentation requirements (see Chapter 7, Part II).</p>
<p><b>Chapter 17</b></p>	<p><b>Modified Language: Project-Based Vouchers, General Requirements</b></p>
<p><b>PROJECT-BASED VOUCHERS</b></p>	<p><b>17-VI.D. Selection From the Waiting List [24 CFR 983.251(c)]</b></p> <p>AHA would like the ability to commit up to 50% of annual new admission vouchers to assist qualified Anaheim-based homeless families (the specific requirements are listed below).</p>

**Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

	<p><b>New Language:</b></p> <p><u>PHA Policy</u> The PHA will establish a set of preferences for each PBV waiting list to reflect the target population of each PBV project or group of units. The PHA will also provide a selection preference when required by the regulation (e.g., eligible in-place families, qualifying families for “excepted units,” mobility impaired persons for accessible units). The PHA will commit up to 50% of vacancies annually to assist Anaheim-based homeless families who are either:</p> <ul style="list-style-type: none"><li>i. Referred by an approved local service provider because they are participating in a local transitional housing program or are receiving other supportive and shelter services from that provider; or</li><li>ii. Participating in a city-funded homeless program and have been referred by the connected service agency.</li></ul> <p>Applicants are still required to meet all eligibility requirements and qualify for the PBV unit that they applied for.</p> <p><b>Old Language:</b></p> <p><u>PHA Policy</u> The PHA will establish a set of preferences for each PBV waiting list to reflect the target population of each PBV project or group of units. The PHA will also provide a selection preference when required by the regulation (e.g., eligible in-place families, qualifying families for “excepted units,” mobility impaired persons for accessible units). The PHA will commit up to 50% of annual new admission vouchers to assist Anaheim-based homeless families who are either:</p>
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**Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

	<ul style="list-style-type: none"> <li>i. Referred by an approved local service provider because they are participating in a local transitional housing program or are receiving other supportive and shelter services from that provider; or</li> <li>ii. Participating in a city-funded homeless program and have been referred by the connected service agency.</li> </ul> <p>Applicant are still required to meet all eligibility requirements and qualify for the PBV unit that they applied for. Admissions will be on a first come, first served basis and is subject to funding availability.</p>
<b>Chapter 17</b>	<b>Modified Language: Household Composition Changes During A Move From a Wrong-Sized or Accessible Unit</b>
PROJECT-BASED VOUCHERS	<p><b>17-VII.C. Moves</b></p> <p>Currently, a family is required to request AHA approval to add a new family member to a PBV unit (with the exception of children who join the family as a result of birth, adoption, or court-awarded custody, or a live in aide). AHA would like to clarify that a household cannot request an addition of a new family member when they are asked to move from a wrong-sized or accessible unit with continued assistance, unless it the new member falls under one of the exceptions listed above.</p> <p><b>New Language:</b></p> <p style="padding-left: 40px;"><u>PHA Policy</u></p> <p style="padding-left: 40px;">The PHA will notify the family and the owner of the family’s need to move based on the occupancy of a wrong-size or accessible unit within 10 business days of the PHA’s determination. The PHA will offer the family the following types of continued assistance in the following order, based on the availability of assistance:</p> <ul style="list-style-type: none"> <li>PBV assistance in the same project;</li> <li>PBV assistance in another project; and</li> <li>Tenant-based voucher assistance.</li> </ul>

**Summary of Modifications for the 2019 Section 8 Housing Choice Voucher Administrative Plan**

	<p>The PHA will not allow any household composition changes when the family is asked to move from a wrong-sized or accessible unit with continued assistance, unless the new member is joining the household as a result of birth, adoption, court-awarded custody, or if they will be an approved live-in aide.</p> <p><b>Old Language:</b></p> <p><u>PHA Policy</u></p> <p>The PHA will notify the family and the owner of the family’s need to move based on the occupancy of a wrong-size or accessible unit within 10 business days of the PHA’s determination. The PHA will offer the family the following types of continued assistance in the following order, based on the availability of assistance:</p> <ul style="list-style-type: none"><li>PBV assistance in the same project;</li><li>PBV assistance in another project; and</li><li>Tenant-based voucher assistance.</li></ul>
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**Financial Resources**

Program Name	Vouchers Allocated	CY 2018 Total Funding
Housing Choice Voucher	6,335	\$77,400,872
Mainstream 5	280	\$2,777,968
Family Self-Sufficiency	N/A	\$138,200

\*Totals are pending CY 2018 final reconciliation.

## **Progress on Goals and Objectives**

### **PHA Goal: Expand the supply of assisted housing**

The Anaheim Housing Authority (AHA) received an additional allocation of 55 Mainstream Vouchers from the U.S. Department of Housing and Urban Development (HUD) during FY 2018-2019. Mainstream vouchers provide rental assistance and supportive services (through different partners) to qualified non-elderly persons with disabilities. The new allocation of Mainstream Vouchers targets non-elderly persons with disabilities individuals include who are transitioning out of institutional or other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless.

AHA was also granted an additional allocation of 61 VASH vouchers from HUD to provide rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA).

In addition, AHA has committed 53 Project-Based Vouchers to the 54-unit El Verano Senior Apartments project. 50% of the units in the project will be made available to homeless seniors. The El Verano Apartment project was successful in receiving a Tax Credit award in 2018. AHA recently awarded the Manchester/Orangewood RFP for the development of a 102-unit workforce housing project on a Housing Authority-owned property. Twenty of the 102 units in the project will be made available to homeless families and the City will award 20 Project-Based Vouchers to assist the project. The project developer is submitting funding applications for Tax Credits and Affordable Housing and Sustainable Communities program funding to the Tax Credit Allocation Committee and State Housing and Community Development Department, respectively. If awarded, the project could started construction by late 2019.

AHA is also actively seeking to acquire a property in the city that would provide for the creation of 35 affordable housing units for homeless veterans.

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

During FY 2017-2018, AHA obtained a standard SEMAP rating. AHA also continues to carry out a robust Quality Control program on all tenant files, for income calculation and quality of inspections.

The City of Anaheim has continued to seek opportunities to revitalize low-income neighborhoods characterized by substandard living conditions and high call for service, as evidenced in the Avon Dakota and Hermosa Village neighborhoods. Avon Dakota and Hermosa Village consist of multi-phased projects involving the acquisition and rehabilitation of apartment complexes and conversion of market rate units to long term affordable units. The first phase of the Avon Dakota revitalization project was completed in 2013 and included the acquisition and rehabilitation of 16 units to provide affordable housing for extremely, very low and low income families. The second phase of the project is currently underway consisting of 21 units for extremely-low, very-low and

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low income families. Since 2014, the City has acquired nine additional properties in the Avon Dakota Neighborhood, totaling 24 units. These properties will be rehabilitated or will be part of a new construction project to provide affordable housing as part of a future phase three project. The Hermosa Village Neighborhood Revitalization project consists of four phases completed between 2002 and 2008. The Phase I project consisting of 294 units resyndicated in 2017, which included the rehabilitation of the units to meet current standards, improving on-site resident amenities and adding four units to the project for a total of 297 units. All four phases in the Hermosa Village project consist of a total of 521 units.

As part of AHA's neighborhood revitalization efforts, the authority is utilizing its own land for the development of the El Verano Apartments and the Manchester/Orangewood affordable housing projects. The El Verano Apartments will start construction in March 2019 and if the financing is secured the Manchester/Orangewood project could start construction in late 2019. These projects will involve the creation of 154 new affordable housing units for the elderly, working families and homeless families, including the potential property acquisition and construction of 35 new affordable housing units for homeless veterans for a total of 188 new affordable rental units.

### **PHA Goal: Increase assisted housing choices**

AHA continues its mobility agreement with three other PHA's in Orange County, (the Garden Grove Housing Authority, the Orange County Housing Authority, and the Santa Ana Housing Authority), to increase housing choice throughout the county. Additionally, AHA maintains its contract with Go Section 8, a property listing service providing free listing options for landlords that allows program participants to search rental units that accept AHA rental-assistance.

### **PHA Goal: Promote self-sufficiency of assisted households**

During FY 2017-2018, AHA enrolled 25 new Section 8 tenants into its Family Self-Sufficiency (FSS) program for a grand total of 116 participants utilizing this resource.

AHA also strengthened its relationship with four different partners in the FSS program to provide participants with a wide array of resources that can help them achieve their education and career goals. AHA works closely with Fullerton College's Extended Opportunity Program & Service (EOP) office to offer assistance with books that participants may need during their enrolled semesters. The North Orange County Community College District (NOCCCD) offers many classes to program participants that range from job seeking skills to specialized job and educational training. They also help program participants with transportation by offering bus passes. Women Helping Women (WHW) offer participants job seeking and retaining skills and resources. Lastly, AHA also strengthen its relationship with NeighborWorks Orange County who specializes in



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reality services. They offer participants help with housing counseling and education regarding credit and home ownership.

### **PHA Goal: Ensure equal opportunity in housing**

Fair housing and reasonable accommodation information is provided in AHA's briefing packets and notices. Fair housing information is also provided in the lobby and clients can utilize the Fair Housing Foundation's services, with whom the City has a contract.

### **PHA Goal: Expand the Continuum of Care to assist the homeless population in Anaheim.**

AHA operates a homeless set aside program, which entails a preference for homeless families in Anaheim who are referred by a local homeless provider. AHA will accept referrals for up to 50% of its annual new admissions.

AHA continues to participate in several committees for the Continuum of Care and coordinates with other PHAs in Orange County to strategize addressing homelessness.

During FY 2017-2018, the City served 1,173 persons through Emergency Solutions Grant Program (ESG), which is dedicated to preventing homelessness, reducing the number of homeless on the street and providing services to the sheltered and unsheltered.

The City also continued funding the Homeless Assistance Pilot Program (HAPP), which combines ESG and HOME funds to provide case management and rental assistance to program participants. The program focuses on assisting homeless families that have children attending Anaheim schools. During FY 2017-2018, the HAPP program served 43 families. Of the 43 families served, 8 completed the program and moved to permanent housing.

In addition, the City also continued funding the Chronically Homeless Individuals Pilot Program (CHIPP), operated by Mercy House Living Centers and the Illumination Foundation. The program provides individuals with case management services and tenant based rental assistance. During FY 2017-2018, the CHIPP program served 19 individuals.

## **Resident Advisory Board (RAB) Summary**

An invitation letter was sent to 60 current and prospective Resident Advisory Board (RAB) members to attend a meeting of the RAB to discuss the FY 2019-2020 PHA Annual Plan and changes to the Administrative Plan.

The following are questions from the RAB at the February 4, 2019 meeting:

- All RAB members expressed support for amending an admission preference. All RAB members supported the renaming of the “Homeless” preference, extending the qualifications to target the Mainstream population, increasing the commitment to Anaheim-based homeless families and the incorporation of all City-funded programs. A RAB member asked how a homeless individual could prove that they are based in Anaheim.  
*AHA staff clarified that in order to qualify under this preference, a homeless individual must be referred by an approved local service provider or be participating in a city-funded homeless program and have been referred by the connected service agency. AHA staff also explained that the referrals from a local service provider or city-funded homeless program serves as sufficient evidence that the individual lives in Anaheim.*
- A RAB member asked if a homeless individual must be living in Anaheim to qualify under this preference.  
*AHA staff clarified that a homeless individual must be living in Anaheim at the time that they are selected from the respective waiting list in order to qualify under this preference.*
- A RAB member asked how long the admission process could potentially take for a homeless individual.  
*AHA staff explained that the length of the admissions process varies for each homeless individual. AHA staff explained how some individuals might be harder to reach than others, as they may not have a mailing address or a telephone that we can contact, and some individuals may or may not have documentation that we require on hand.*
- A RAB member asked how income is calculated for tenants who partake in online sales that greatly fluctuate each month.  
*AHA staff explained that when income greatly fluctuates, the tenant’s Housing Specialist would collect more than two months’ worth of paystubs in order to accurately calculate future income. AHA also explained that the Housing Specialist might ask for six months’ worth of income verifications or one year, depending on how greatly the tenant’s income may vary.*
- All RAB members expressed support for requesting an explanation from a family whose expenses exceed their income. A RAB member asked if placing money in a savings account would count as income.  
*AHA staff explained that the Authority does not place a limit to how much money a tenant may put in their savings account. AHA staff clarified that a household’s total asset amount*

## **Resident Advisory Board (RAB) Summary**

*in not included the income if is below \$5,000. When total assets excess \$5,000, then a certain percentage of the excess is calculated in their household income.*

- A RAB member asked if they need to report any loans to AHA.  
*AHA staff explained the new proposed loan policy to the RAB. AHA staff clarified that all loans must be reported to AHA if the tenant would like them to be excluded. AHA staff also reviewed the qualifications that a loan must suffice to be excluded. AHA staff explained that the reasoning behind this policy was to be able to count sporadic payments as income that individuals were previously declaring as loans. All RAB members expressed their support for the policy and agreed that sporadic payments should be counted as income if they do not have the proper verifications as proposed.*
- A RAB recommended that a total monetary amount be placed in the new loan policy.  
*AHA staff thanked the RAB member for their recommendation. AHA staff clarified that the dollar amount was left open because personal loans may vary widely. AHA staff explained that a dollar amount would limit flexibility in implementing this policy because multiple loans under a set dollar amount would potentially have to be excluded causing an adverse effect.*
- A RAB member expressed their concern for the policies regarding new household composition changes because it may not allow a live-in aide to move in when they are needed by the tenant.  
*AHA staff thanked the RAB member for their feedback. AHA staff clarified that the new policies limiting when a new household member may be added include exceptions to birth, adoption, court-awarded custody, or for approved live-in aides. The RAB member thanked the AHA staff for the exceptions provision.*
- A RAB member asked if they could add a significant other to their household.  
*AHA staff explained that the head of household must request approval from AHA and their landlord to add a new family member. AHA staff also explained that each request to add a household member is reviewed individually, and that the new household member must meet eligibility requirements.*
- A RAB member asked if they are notified of unauthorized guest reports of their household.  
*AHA staff explained the head of household will be notified as staff will ask them who the unauthorized guest is. AHA staff also explained that the outcomes and actions to be taken depend on the severity and factors of each individual case.*
- A RAB member commented that the senior community was not mentioned in this year's Administrative Plan policy changes.  
*AHA staff thanked the RAB member for the observation. AHA staff commented that this year's policy changes did not directly affect senior citizens in the program unlike the previous year. AHA staff mentioned that as an effort to expand the supply of assisted housing, the agency has committed 53 Project-Based Vouchers to the El Verano Senior*

**Resident Advisory Board (RAB) Summary**

*Apartments project located on N East St and Lincoln Ave. Fifty percent of the units in the project will be made available to homeless seniors. The RAB member thanked AHA staff for the commitment.*

Resident Advisory Board Members:

Victoria Corbett

John Gatti

Carmen Martir

Yoana Bautista Ramos

Eugene Wash