

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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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-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

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.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and 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	<p>PHA Name: Newark Housing Authority PHA Code: DE003 PHA Type: X Small X High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): 04/2022 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units 54 owned and managed by NHA; and 42 managed by Developer Partner Number of Housing Choice Vouchers (HCVs) 210 and 14 PBV's managed by developer Total Combined 320 PHA Plan Submission Type: X Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. 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 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.</p> <p>A copy of the plan will be available for inspection and review at NHA's office at 313 E. Main Street, Newark, Delaware during normal business hours, 8:30 AM to 4:30 pm, Monday through Friday, beginning Friday, October 15, 2021 by appointment only. The plan will also be available on the NHA website, http://www.newarkhousingauthority.net beginning Friday, October 15, 2021. All comments must be in writing and submitted within the review period. A Virtual Public Hearing will be held on Thursday, January 14, 2021 beginning at 5:30 PM.</p> <p>Here is the login info for the virtual meeting: https://us02web.zoom.us/j/84804311338?pwd=TUk2UWVxeXVWMHFoU2t4ZVBtWkJKdz09</p> <p>Meeting ID: 848 0431 1338 Passcode: 660592 One tap mobile +19292056099,,84804311338#,,,,*660592# US (New York) +13017158592,,84804311338#,,,,*660592# US (Washington DC)</p> <p>Written comments, questions or request for additional information, should be directed to Marene Jordan of Newark Housing Authority located at 313 East Main Street, Newark DE (302) 366-0826 or by email to mjordan@newarkhosuinauthority.net.</p>

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

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B. Annual Plan Elements

B.1

Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y N

- x Statement of Housing Needs and Strategy for Addressing Housing Needs.
- x Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- x Financial Resources.
- x Rent Determination.
- x Homeownership Programs.
- x Safety and Crime Prevention.
- x Pet Policy.
- x Substantial Deviation.

x Significant Amendment/Modification

(b) The PHA must submit its Deconcentrating Policy for Field Office Review.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

COVID-19 substantial deviation and significant amendment/modification are as follows:

Newark Housing Authority COVID-19 State of Emergency Operational Changes Board Resolution #404 remains in effect as follows:

1. Implementation of Biennial Annual Inspections:
 - a. NHA may re-instate the annual inspection process after the State of Emergency is lifted unless the biennial process has shown operational benefits.
2. Landlord/Owner self-certification of interim (reported) HQS deficiencies:
 - a. A letter is mailed to the Landlord/Owner with a list of the deficiencies reported to NHA.
- B Landlord and participant must sign and return a self-certification along with pictures within 30 days from the date of the letter stating the deficiencies were corrected.
- c. The rent will be abated if self-certification is not returned and properly signed by the specified date or if the work has not been completed.
3. Implementation of "Remote" Inspections for initial Housing Choice Voucher (HCV) inspections:
 - a. For initial move-in inspection of HCV units where a Request for Tenancy has been received; Landlord/Owner is mailed a HQS Inspection Form;
 - b. Landlord/Owner is to mail images of all living spaces, and appliances/equipment inclusive of stove, refrigerator, HVAC system, smoke detectors, outlets, doors and windows to agency.
 - c. Landlord/Owner and participant are to sign off on the Modified Initial Inspection COVID-19 checklist and the COVID-19 Modified Housing Quality Standards Inspection Statement and Disclaimer form certifying that the information and condition of the unit meets HQS standards.
 - d. Contracts are mailed to Landlord/Owner once it has been confirmed that the unit meets HQS standards. The Landlord/Owner must return the contract with proper signatures within 14 days from the initial mailing date.
 - e. Sixty (60) to ninety (90) days after the State of Emergency is lifted, NHA may schedule inspections of each unit leased under the remote process to ensure full HQS compliance.
 - f. NHA may re-instate the physical inspection process of initial move-in units after the State of Emergency is lifted.
4. Implementation of HQS Quality Control Inspections:
 - a. NHA may resume the HQS Quality Control Inspection as soon as the State of Emergency is lifted.
5. Implementation of "Remote" Annual Re-Certification process Section 8 for continued assistance:
 - a. A letter is mailed to the tenant listing all required documents needed to complete the re-certification process with a date and time for the phone interview. The letter will specify a date for all documents to be returned to NHA.
 - b. Once the documentation is received and reviewed to determine if all documents relevant to the re-certification are received, NHA will proceed with the process for the re-certification.
 - c. On the date of the phone interview, NHA will call the participant to proceed with filling out the Annual Re-Certification forms.
 - d. After the call, NHA will mail out all required forms that need signatures to be returned within 14 days from the date of their phone interview.
6. Implementation of "Remote" Interim for Reported Change of Circumstances:
 - a. Participant is required to provide proof of any changes of circumstance since their last annual/interim change by dropping off notifications/verifications of the change in the afterhours night box or via fax or email.
 - b. NHA will review to determine if any interim change is needed or if additional information is needed to process the change.
 - c. Once NHA has received "ALL" information needed to process the change, an amendment notice will be mailed.

New Section 8 Admin Inspection Changes:

7. Implementation of New Deferred Annual Inspection Protocol:
 - a. Landlord/Owner will be mailed an inspection check off list monthly to be completed and signed by both parties within a specified date. If the inspection process is not completed within the time frame specified, rent may be abated.
 - b. Landlord/Owner will provide NHA with a signed self-certification of repairs (if needed) to ensure repairs were addressed.
 - c. Landlord/Owner/Participant will sign off on an Inspection Statement and Disclaimer not holding NHA responsible for any claim of liabilities resulting from the inspection.
 - d. NHA is considering a monetary one-time incentive for the Landlord/Owner in completing the annual inspection.

Changes/Updates (if applicable); CFR's and Guidance Information & minor changes to the Admissions and Continued Occupancy Policy:

Newark Housing Authority State of Emergency COVID-19 Operational Changes Board Resolution #404 remains in effect as follows :

1. Implementation of "Remote" Lease-ups for Low Income Public Housing (LIPH):
 - a. An email (from the landlord) of images of all living spaces, appliances/equipment inclusive of stove, refrigerator, etc. and information regarding rent, security deposit and utilities is required with a response due date.
 - b. NHA will schedule, by appointment only, the leasing process.
 - c. NHA may re-instate the lease-up process after the State of Emergency; unless the "Remote" process has shown operational benefits.
2. Implementation of "Remote" Annual Re-Certification process for LIPH for continued assistance:
 - a. A letter is mailed to the tenant listing all required documents needed to complete the re-certification process with a date and time for the phone interview. The letter will specify a date for all documents to be returned to NHA.
 - b. Once all the requested relevant documentation for the recertification is received and reviewed NHA will proceed with the process for the re-certification.
 - c. On the date of the phone interview, NHA will call the tenant to proceed with filling out the Annual Re-Certification forms.
 - d. After the call, NHA will mail out all required forms that need signatures to be returned within 14 days from the date of their phone interview.
3. Implementation of Biennial Annual Inspections:
 - a. NHA may re-instate the annual inspection process after the State of Emergency is lifted unless the biennial process has shown operational benefits.
 - b. Work-orders will be addressed with the safety protocols in place.
4. Implementation of "Remote" Interim for Reported Change of Circumstances:
 - a. Tenant is required to provide proof of any changes of circumstance since their last annual/interim change by dropping off the notifications/verifications of change in the afterhours night box or via fax or email.
 - b. NHA will review to determine if any interim change is needed or if additional information is needed to process the change.
 - c. Once NHA has received "ALL" information needed to process the change, an amendment notice will be mailed.

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

- X Hope VI or Choice Neighborhoods.
- X Mixed Finance Modernization or Development.
- X Demolition and/or Disposition.
- X Conversion of Public Housing to Tenant Based Assistance.
- X Conversion of Public Housing to Project-Based Assistance under RAD.
- X Project Based Vouchers.
- X Units with Approved Vacancies for Modernization.
- X 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.

In addition, the FY 2021 CFP processing requirements require NHA to add the following Statement of Significant Amendment to the CFP Five Year Action Plan based on the Capital Fund Final Rule for Small PHAs":

"NHA may include Proposed demolition, disposition, home ownership, Capital Fund Financing, Development, Mixed Finance proposals, RAD, Section 18 Demolition/Disposition Applications as well as a Streamlined Voluntary Conversion". These are considered to be significant amendments. NHA continues to explore all above options to redevelop our aged housing stock.

Section 9 of the United States Housing Act of 1937 (42 U.S.C. 1437g) Public Housing Capital and Operating Funds allow for Full Flexibility for small PHAs. NHA complies with the following criteria:

- **NHA owns and operates less than 250 Public Housing Dwelling Units.**
- **NHA is not designated a troubled agency.**
- **NHA is operating and maintaining its public housing in a safe, clean and healthy condition; and**
- **NHA is designated as a High Performing agency under the current PHAS**

Operating Funds:

- **BLI, 1406 – Operations; NHA will use the full flexibility provided under section 9(g) (2) thus exceeding the 25% CAP under this line item.**

Other Development Opportunities: Redevelop NHA's remaining housing stock owned and managed by NHA & expand affordable housing where possible under the proposed George Reed Village II:

NHA's comprehensive plan is to redevelop the aged housing stock owned and managed by NHA inclusive of 18 scattered sites and 36 1-bedroom units proposed for new construction; (Resolutions' #389, #396, #400 and 396A). The plan includes a new admin building, retail/commercial space, community space and 56-68 new affordable units. NHA is pursuing a Section 18 Demolition/Disposition Application, to revitalize its aged affordable housing inventory. The plan proposes Relocation Vouchers, Project Based Vouchers, Tenant Protection Vouchers and Low Income Housing Tax Credits.

B.3 Progress Report.

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

The Newark Housing Authority's report on progress made in goals and objectives described in the previous 5-year plan are as follows:

- 1. DE Statewide collaboration of the Analysis of Impediments. A task force committee was established to address the goals and objectives outlined in the report.**
- 2. NHA and its Developer Partner (Leon N. Weiner & Associates) identified additional funding resources for the Redevelopment of George Reed Village II.**
- 3. Restoration of the NHA Section Eight Management Assessment Program (SEMAP) score to High Performer**
- 4. NHA applied for and received an EIN# to receive an IRS designation of a 501(c)3 status under a newly created non-profit.**

B.4.	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> X</p> <p>(b) If yes, please describe:</p>
Other Document and/or Certification Requirements.	
C.1	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><i>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>
C.2	<p>Civil Rights Certification.</p> <p><i>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>
C.3	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> X</p> <p>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>
<p>Certification by State or Local Officials.</p> <p><i>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.</i></p>	
D Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).	
D.1	<p>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.</p>

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing 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 CFR §903.23\(4\)\(e\)](#))

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

B. Annual Plan.

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.”

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. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. [24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.12\(b\)](#). 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. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. [24 CFR §903.7\(a\)\(2\)\(ii\)](#) and [24 CFR §903.12\(b\)](#).

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. 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 CFR §903.2\(b\)\(2\)](#) for developments not subject to deconcentration of poverty and income mixing requirements. [24 CFR §903.7\(b\)](#) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. [24 CFR §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 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. [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 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 CFR §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 CFR §903.7\(d\)](#))

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and [24 CFR §903.12\(b\)](#).

Safety and Crime Prevention (VAWA). A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

Pet Policy. Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

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; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); 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 CFR §903.7\(r\)\(2\)\(ii\)](#))

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#) and 24 CFR §903.12(b).

Safety and Crime Prevention (VAWA). A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

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; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); 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 CFR §903.7\(r\)\(2\)\(ii\)](#))

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

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 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements or discretionary policies 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. 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI 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 name, 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 name, 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. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. ([24 CFR §903.7\(h\)](#))

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 CFR §903.7\(i\)](#))

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. ([24 CFR §983.57\(b\)\(1\)](#)) 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.

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

B.3 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 §903.7\(r\)\(1\)](#))

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 CFR §903.7\(p\)](#))

C. Other Document and/or Certification Requirements

C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

C.2 Civil Rights Certification. Form HUD-50077 SM-HP, *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\(o\)](#))

C.3 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](#))

C.4 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. ([24 CFR §903.15](#))

D. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR 903.7\(g\)](#))

D.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.”

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 5-Year and Annual PHA Plan. 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.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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