

PHA 5-Year and Annual Plan (2015-2019)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY</u> PHA Code: <u>VA004</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>01/2015</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>769</u> Number of HCV units: <u>1926</u>				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1: n/a				PH HCV
	PHA 2: n/a				
	PHA 3: n/a				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: "ARHA is a leader in the provision, preservation, and expansion of quality affordable housing opportunities for low income families in Alexandria. In partnership with its stakeholders, ARHA uses its housing and other assets to enhance housing choice, self-sufficiency, and improved quality of life for its residents. By leveraging its operational and capital resources, ARHA promotes economic opportunities for residents, disadvantaged businesses, and neighborhoods. ARHA is and will continue to be responsive to its constituents by delivering the highest quality housing and related services that meet their needs."				

Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

PHA Goals:

5.2

- A. **Expand and preserve the supply of assisted housing** under the following objectives:
 - a. Apply for additional rental vouchers to replace lost PH rental units due to the disposition of Saxony Square and Park Place Condominiums (total of 43 Units).
 - b. Reduce public housing vacancy rates and increase occupancy rate to 98%.
 - c. Leverage private and other funding sources to create new housing opportunities through the redevelopment of ARHA-owned sites by achieving higher density through zoning modifications.
 - d. Acquire and rehabilitate existing affordable housing units that are nearing the end of their affordability period in order to preserve the units as affordable. ARHA acquired and rehabilitated Pendleton Park, which is a retiring HUD-236 project, adding 24 units to our housing portfolio.
- B. **Improve the quality of assisted housing** under the following objectives:
 - a. Improve Public Housing Management: PHAS score so that ARHA is rated a High Performer.
 - b. Maintain ranking as a High Performer in the Housing Choice Voucher program SEMAP indicators.
 - c. Improve management functions related to Asset Management Finance, Voucher Unit inspections, Voucher Program Quality Control oversight and Asset Management functions inherent to UPCS annual unit inspections, Work Orders, Asset Inventory and Quality Control for all ACC units.
 - d. Continue substantial rehabilitation of older public housing stock at unit turnover through the Capital Fund Program.
 - e. Dispose or demolish or the redevelopment of obsolete public housing units that do not meet HUD Asset Management Program guidelines (Saxony Square, Park Place, Ladrey Hi-Rise, Samuel Madden, Ramsey Homes, Scattered Sites and Andrew Adkins Homes).
 - f. Continue the replacement of publicly assisted housing due to the redevelopment of James Bland Homes.
 - g. Apply for vouchers in order to accommodate households due to the disposition of Saxony Square and Park Place Condominiums and any other development that occurs during the period covered by this plan.
- C. **Increase assisted housing choices** under the following objectives:
 - a. Provide voucher mobility counseling to residents.
 - b. Increase outreach efforts to potential voucher property owners.
 - c. Implement voucher home-ownership program and continue collaborate efforts with the City Office of Housing to use State SPARC funding from the Virginia Housing Development Authority and City's Down Payment Assistance program to further ARHA Policies for home-ownership.
 - d. Continue Implementation of Public Housing site-based waiting lists for the LIHTC developments of Chatham Square, Braddock/Whiting/Reynolds, Alexandria Crossing (previously known as Glebe Park Apartments) and Old Town Commons (previously known as James Bland)
 - e. Pursue development opportunities for older Public Housing units through mixed finance-mixed income communities and increase use of HCVP to qualified residents.
 - f. Convert financially burdened public housing units to Housing Choice Vouchers (Saxony Square, Park Place Condo)
- D. **Improve community quality of life and economic viability by providing an improved living environment** under the following objectives:
 - a. Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income and mixed income developments such as Chatham Square, Braddock/Whiting/Reynolds Townhomes, Alexandria Crossing (previously known as Glebe Park Apartments) and Old Town Commons (previously known as James Bland)
 - b. Continue Public Housing security improvements for safer housing at Ladrey High-Rise, Andrew Adkins Homes, Samuel Madden Homes and S. Whiting St.
 - c. Designate developments and/or buildings for particular resident groups (seniors and/or elderly persons with disability): Ladrey High Rise.
 - d. Pursue opportunities to redevelop public housing through mixed-finance, mixed-income communities, including home-ownership opportunities: Andrew Adkins, Samuel Madden, Ladrey Hi-rise, Ramsey Homes, Scattered Sites, Saxony Square and Park Place.
 - e. Promote and implement best practices for social integration at existing and new mixed income housing developments, from lessons learned from previous endeavors.
 - f. Promote and create the creation of a non-profit organization or denomination to improve economic opportunities and additional resources to support and expand ARHA's social service programs and provide a solid infrastructure for future growth
 - g. Promote and encourage the use of best practices in the implementation of Green Buildings and Energy Conservation initiatives.
- E. **Promote Self-sufficiency and asset development** of assisted household under the following objective:
 - a. Developed Agency Policy, Procedures and Operational Plan for Section 3, and increase the number of employed persons in assisted family groups.
 - b. Promote and implement programs to train and develop small businesses for ARHA residents to encourage self-sufficiency.
 - c. Provide and/or attract supportive services to improve assistance toward recipients' employability through interaction and negotiation with private and/or public agencies in Alexandria.
 - d. Provide or attract supportive services to increase independence for the elderly and/or families with disability through continued work with the City Department of Human Services to fund Home Health Aides, Crunch Bunch Program, Food Bank and Weekend Meal Programs.
 - e. Continue FSS Program for HCV Program and PH residents.
 - f. Provide a Self Sufficiency Coordinator for James Bland V (54 new units) to assist families
- F. **Ensure equal opportunity and affirmatively further fair housing** under the following objectives:
 - a. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability pursuant to the Admissions and Continued Occupancy Plan, and the Section 8 Administrative Plan.
 - b. Continue to undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required. ARHA exceeds required numbers of accessible units under 504 guidelines and continues to provide additional accessible units through the new redevelopment of Alexandria Crossing (formerly Old Dominion and Glebe Park) and Old Town Commons (James Bland Homes final redevelopment phase in progress), and will continue to do with all new redevelopment plans.

G. The PHA has completed several goals set forth in the previous 5-Year Plan, including the following:

a. Asset Management Conversion of all sites:

The PHA completed the AMP conversion 100% and reorganized the AMP's into three operational regions, each under a Property Manager and supporting staff.

b. Implementation of Project Based Accounting:

PBA has been fully implemented at each AMP level.

c. Redevelopment of Glebe Park Apartments and James Bland Homes:

The original Glebe Park Apartments was located on three scattered sites parcels; one on West Glebe Road and two on Old Dominion Boulevard (east and west) in Alexandria, VA. On the Old Dominion (east) parcels, ARHA demolished 72 existing units and constructed in their place, 12 new public housing units, 8 market rate fee simple units and 10 for sale workforce housing units. The twenty four (24) units located at Old Dominion (west) parcel were substantially rehabilitated. Of the 36 total units, 5 are accessible under 504. As of May of 2010, all rental units were occupied, and all of the market rate townhouse and workforce units had been sold. Simultaneous to the efforts being conducted on the Old Dominion parcels, ARHA demolished 56 existing units at the West Glebe site and constructed in their place, 48 new units, 5 of which are accessible under 504. Construction was completed and fully occupied as of July of 2010.

d. Redevelopment of James Bland Homes: At the onset of this effort, James Bland Homes and James Bland Addition consisted of a contiguous 5-block site, improved with 194 public housing units. The redevelopment is progressing in four phases over a five-year period; the implementation of each phase is dependent on the success of a competitive tax credit application.

Phase I consists of 37-market rate, fee simple homes, all of which have been sold and settled. There are 18 replacement public housing units proportionately distributed on the site; five of which are 504 accessible. The block is built out and was fully occupied as of September 7, 2011.

Phase II consists of 39 market rate, fee simple homes, and 18 replacement public housing units proportionately distributed on the site; five of which are 504 accessible. This phase is built out and was fully occupied as of September 2012.

Phase III was combined with Phase V. This phase is being built out and is expected to be fully occupied as of December 2014.

Phase IV consists of 44 public housing rentals proportionately distributed on the site with 61 total market rate townhouse and condominium units. This phase is built and completed with 100% occupancy as of August 1st, 2013; all market rate homes and condominiums are sold and settled. The Phase IV site includes Banjo Park, a public park.

Phase V, the final phase will combine the last two blocks and will result in the construction of 54 project based affordable housing rental units and 94 market rate, for sale townhomes and condominiums. Low Income Housing Tax Credits and other financing are in place. Site work was started in early 2013 and all work on this redevelopment effort will be completed as of the end of 2015 and will result in 134 replacement public housing units that will be undistinguishable from its 231 market rate neighbors.

The James Bland community is located adjacent to the new Charles Houston Recreation Center constructed by the City of Alexandria, which offers a wide variety of programs for the neighboring Old Town Commons community such as an indoor gymnasium with a full basketball court, swimming pool, workout room, community meeting rooms, and full commercial kitchen.

e. Pendleton Park: Pendleton Park was the last expiring HUD-236 property in the City of Alexandria. Situated yards from the Braddock Road Metro Station, this 24-unit mid-rise was very valuable real estate. After overcoming numerous difficulties and obstacles, on April 2012, ARHA purchased Pendleton Park, a 24-unit located in the Braddock East section of the City. The purchase was financed with LIHTC through VHDA and other sources. The complete rehabilitation of the units was completed as of July 2013. This new acquisition reiterates ARHA's commitment to preserve and expand affordable housing units in the City of Alexandria.

f. Disposition of the Saxony Square and Park Place units is under review by HUD. These units are included as part of larger condominium associations whose fees have risen to a price that make the units infeasible to keep in the ARHA public housing portfolio. ARHA has applied for HCV to maintain these units affordable to our current resident population.

g. Mandatory revisions to the ACOP policies on eligibility, selection and admissions and revisions to minimum rent policies have been completed and approved on March 2012, by the Board of Commissioners and reviewed by HUD.

h. The revised Section 8 Administrative Plan was implemented after the September 24, 2012 regularly scheduled board meeting approval.

i. Completion of Capital Improvements projects under the Annual and 5-Year Plan remain on track.

j. Obligation and expenditure of the ARRA Stimulus grant was completed 100% ahead of the scheduled obligation and expenditure dates.

k. ARHA completed the Strategic Plan. This Plan was developed simultaneously and in concert with a Housing Master Plan effort launched by the City's Office of Housing. The Board of Commissioners approved the Strategic Plan during the October 22, 2012 regularly scheduled board meeting. Since 2013, ARHA started the short and long term implementation of the Strategic Plan components, including, but not limited to the goals related to Affordable Housing enhancement, preservation and management improvements, replacement of housing by redevelopment, creating additional affordable housing, securing additional Housing Choice Vouchers, Residents Self Sufficiency and Quality of Life, Community Economic Development and Community Relationship.

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l. Completed a reorganization of the Agency dividing responsibilities across the following departments: Human Resources, Asset Management, Voucher Programs, Facilities and Modernization, and Finance.

m. Following ARHA's Strategic Plan viability goals to Enhance Revenue and Control Expenses by generating additional unrestricted net income from Development, Housing Management (LIHTC) and Construction and Maintenance Services, the Development Department has effectively been folded into a new start up development corporation, the Virginia Housing Development LLC., pivotal to all the ARHA redevelopment projects completed in the last few (Old Town Commons, Alexandria Crossing, Pendleton Park) years as well as the new redevelopments outlined in the Plan, the creation of an Asset Management corporation to manage the LIHTC portfolio and a Construction enterprise (ACE, LLC) for non-ARHA related construction and maintenance activities..

n. In addition to the development and implementation of new Personnel Policy Manual, new Procurement Manual, the Board of Commissioners approved a new Risk Control Manual and Fleet Management Policy, and the implementation of a Contract for a new Public Housing Software, to replace the older and obsolete system, that will provide the authority with an integrated housing software that will increase performance in the areas of Asset Management, Financial, Reporting, and will enhance the Agency's ability to expand into future business models and endeavors directed at the future growth of the organization.

o. Completed the reorganization of the Social Services team in an effort to improve the scope of services being provided to ARHA residents and to coordinate and interact with the City's offices and private organizations to enhance these services.

6.0

PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
- (b) Identify the specific location(s) where the public may obtain copies of the Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

A. The following PHA Plan Elements have been revised by the PHA since its last Annual Plan Submission:

- i. Housing Needs
- ii. Financial Resources
- iii. Policies on Eligibility, Selection and Admissions, Non-Smoking Housing Policy (ACOP completed in 2/2014)
- iv. Rent Determination Policies (ACOP Revision -completed and board approved in 2/2012)
- v. Fiscal Year 2013 Audit
- vi. Implementation of Smoking Cessation and Second Hand Smoke Reduction Program (HUD Notice PIH 2009-21) Approved by Board Resolution No. 572, on 9/23/2012.

B. The PHA (ARHA) provides copies of the Annual Plan at the following locations within the City of Alexandria:

- i. ARHA Administrative Offices, 600 N. Fairfax St. Alexandria, VA
- ii. City of Alexandria, City Hall, King Street, Alexandria, VA
- iii. ARHA Department Asset Management Region I, Management Office, 300 Wythe St., Alexandria, VA
- iv. ARHA Department of HCVP, 18 Roth St., Alexandria, VA
- v. ARHA Department of Facilities and Modernization, 2834 Duke St. Alexandria, VA
- vi. ARHA Department Asset Management Region III, 2834 Duke St. Alexandria, VA
- vii. Public Library, Duke Street Branch, Alexandria, VA
- viii. Public Library, Mount Vernon Avenue, Alexandria, VA
- ix. ARHA Web site: www.arha.us

PHA POLICIES GOVERNING ELIGIBILITY, SELECTION AND ADMISSIONS**PUBLIC HOUSING ELIGIBILITY:**

a. The PHA verify eligibility for admission to public housing as follows:

- When families are within a certain number of being offered a unit: (state number): 30
- When families are within 30 days of being offered a unit: 30 days.
- Other eligibility factors: Income Targeting, Citizenship.

b. The PHA uses the following non-income (screening) factors to establish eligibility for admission to public housing:

- Criminal or Drug-related activity
- Housekeeping
- Chatham Square & Braddock/Whiting/Reynolds Apartments, Alexandria Crossing and Old Town Commons require:
 1. Credit check for waiting list applicants due to the LIHTC status of these developments.
 2. Tenant Selection Criteria that require, among other items, that the household make a minimum income and have minimum job tenancy (this is a requirement for all developments with Low Income Housing Tax Credit status).
- Will incorporate other non-public housing alternative methods to the screening process.
- The PHA does request criminal records from law enforcement agencies for screening purposes.

WAITING LIST ORGANIZATION

a. The following methods are used to organize its public housing waiting list:

- Community-wide list
- Site-based waiting lists: Ladrey High-rise, Park Place Condominium, and all LIHTC developments. (All assisted units)

b. Interested persons may apply for admission to public housing at the following locations:

- PHA main administrative office at 600 N. Fairfax St., Alexandria
 - 300 Wythe Street, Ladrey Building Management Office (Ladrey Waiting List only)
 - 18 Roth Street, HCVP Office
1. The following site-based waiting lists previously approved by HUD, will be operated by the PHA in the coming year: Ladrey High-rise, Park Place Condominium, Hopkins-Tancil Courts (Mod Rehab project).

c. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office at 600 N. Fairfax St., Alexandria
- All PHA Asset Management offices listed below:
 - 18 Roth Street, HCVP office
 - 300 Wythe Street, Ladrey Building Management office
 - 2834 Duke Street Asset management Region 3 office

d. Applicants ordinarily are given one (1) vacant unit choice before they are removed from the waiting list.

e. This policy is consistent across all waiting list types, with the exception of Disabled applicants for reasonable accommodation.

ADMISSION PREFERENCES

a. Income targeting:

The PHA **does not** plan to exceed the federal targeting (minimum of 40%) requirements by targeting more than 40% of all new admissions to public housing to families **at or below 30% of median area income**.

b. **Transfer policies:**

Under the following circumstances, transfers will take precedence over new admissions:

- Emergencies
- Over housed
- Under housed
- Administrative reasons determined by the PHA (e.g., to allow modernization rehab work, redevelopment, casualty, etc.)
- For reasonable accommodation

c. **Admission Preferences:**

1. The PHA has established preferences for admission to public housing (**other than date and time** of application submission).

d. In addition to preference

e. The PHA plan to employ in the coming year the following preferences:

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Homelessness
- Substandard housing
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families
- Families that are unable to work because of age or disability
- Residents who live and/or work in the jurisdiction
- Veterans and veterans' families

f. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers

OCCUPANCY REVIEW CURRENT RULES

- a. The following reference materials can be used by applicants and residents to obtain information about the rules of occupancy of public housing:
- The PHA-resident lease
 - The PHA’s Admissions and Continued Occupancy Policy (ACOP)
 - PHA briefing seminars or written materials
 - Other source (list): House Rules and Schedule of Charges that are attached to the Public Housing Lease, Chatham Square, BWR, Alexandria Crossing and Old Town Commons Apartments lease rider.
- b. Residents must notify the PHA of changes in family composition as follows:
- At an annual reexamination and lease renewal
 - Any time family composition changes
 - Other (list): Any time family income changes.

DECONCENTRATION AND INCOME MIXING

- a. Yes No: Did the PHA’s analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to (b) was yes, what changes were adopted? (select all that apply)
- Adoption of site-based waiting lists
If selected, list targeted developments below:
Chatham Square/Braddock/Whiting/Reynolds (BWR), Alexandria Crossing (G. Park/O. Dominion), Old Town Commons ([J. Bland](#)).
 - Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
Chatham Square/Braddock/Whiting/Reynolds (BWR), Alexandria Crossing (Glebe Park/Old Dominion), Old Town Commons ([J. Bland](#)).
 - Employing new admission preferences at targeted developments
If selected, list targeted developments below:
Chatham Square/Braddock/Whiting/Reynolds (BWR), Alexandria Crossing (Glebe Park/Old Dominion), Old Town Commons ([J. Bland](#)).
- 6.1 d. Yes No: Did the PHA adopt any changes to other policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to (d) were yes, how would you describe these changes? (select all that apply)
- Actions to improve the marketability of certain developments
 - Adoption or adjustment of ceiling rents for certain developments
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (Select all that apply)
- List (any applicable) developments below:
Chatham Square/Braddock/Whiting/Reynolds (BWR), Alexandria Crossing (Glebe Park/Old Dominion), Old Town Commons (J Bland).
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (Select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts

SECTION 8

All the questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (Select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation.
- Other (list below): Citizenship

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (Either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective property owners? (Select all that apply)

- Criminal or drug-related activity: (YES)
- Other (describe below): Two previous property owner's names and addresses.

(2) Waiting List Organizations

a. The Section 8 tenant-based assistance waiting lists will be not merged with any other program or organization.

b. Interested person may apply for admission to Section 8 tenant-based assistance at the following location:
ARHA's Office of HCVP at 18 Roth Street, Alexandria, VA

(3) Search Time

The PHA gives time extensions on standard 60-day period of search for a unit on a case-by-case basis and the circumstances of the individual and other external factors (i.e.: market conditions, etc.)

(4) Admissions Preferences

6.1

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) **Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the PHA jurisdiction
- Local-set aside: ARHA and City of Alexandria MOU.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- 1 MOU: to include FUP, Mental Health, Transitional Housing, Foster Care Youth, Veterans and VAWA
- 2 Elderly
- 3 Disabled
- 4 Working: Live and work in the City of Alexandria

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Other preferences:
- Other preferences: Local-set aside: ARHA and City of Alexandria MOU.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (Select one)

- Date, time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction:

- This preference has previously been reviewed and approved by HUD

6. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. The following documents and/or other reference materials contain the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA.

- The Section 8 Administrative Plan
- Briefing sessions and written materials

b. The PHA announce the availability of any special-purpose section 8 programs to the public by the following:

- Through published notices
- Other as listed below:
 - ARHA newsletter
 - ARHA Web site
 - ARHA Board docket published monthly and placed on Public Libraries and City Offices
 - Local Newspaper advertising.
 - The opening of the Section 8 and Public Housing waiting August 15 thru 19th of August 2011 (both waiting list are currently closed)

FINANCIAL
Planned Resources and Uses

<u>Sources</u>	<u>Planned \$</u>	<u>Planned Uses</u>
1. Federal Grant (FY 2013)		
a) Public Housing Operating Fund	4,268,891	Public Housing
b) Public Housing Capital Fund	336,608	Public Housing
c) Hope VI Revitalization	0	
d) Hope VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	17,098,368	Section 8
f) Public Housing Drug Elimination Program (including technical assistance funds)	0	N/A
g) Residents Opportunity and Self-sufficiency grants	122,456	N/A
h) Community Development Block Grant	0	N/A
i) HOME	0	N/A
j) Moderate rehabilitation	1,336,516	Section 8
Other Federal Grants:	0	N/A
2. Prior Year Federal Grants (unobligated funds)	0	N/A
3. Public Housing Dwelling Rental Income		
a) Income	1,340,008	Public Housing
4. Other Income	0	N/A
5. Non-Federal Sources (listed below)		
a) Business Activities	3,493,522	Public Housing
b) Interest Income	62,647	Public Housing
c) State + Local	5,219,473	Public Housing
Total Resources	33,278,489	

RENT DETERMINATION POLICIES [24 CFR Part 903.7 9 (d)]

(1) Income Based Rent Policies (*)

The following describes the PHA's income based rent setting policies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, as per the appropriate boxes below.

a. Use of discretionary policies:

- The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the highest of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

b. **Minimum Rent (*)**

1. What amount best reflects the PHA's minimum rent? (select one)

- \$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

c.

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
 Other (describe below):

e. Ceiling rents

1. Do you have ceiling rents? (Rents set at a level lower than 30% of adjusted income) (Select one)

- Yes

2. For which kinds of developments are ceiling rents in place?

- Yes No: For all public housing developments
 Yes No: For LIHTC developments

6.3

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
 Fair market rents (FMR)
 100 percent of operating costs for general occupancy (family) developments
 The "rental value" of the unit
 Other (list below): City of Alexandria, Tenant Landlord Board Rent Limitations and tax credit rent ceiling formula.

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent?

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)
- Income increase by \$100 or more.

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12-month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
 Survey of rents listed in local newspaper
 Survey of similar unassisted units in the neighborhood
 Other (list/describe below)
o 75 % to 100% of operating costs
o Rental value of unit
o City policy regarding rent increases.

SECTION 8 TENANT-BASED ASSISTANCE

B. Section 8 Tenant-Based Assistance

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Payment Standards

Description of the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

100% of FMR

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

None

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (Select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below):

d. How often are payment standards reevaluated for adequacy? (Select one)

Annually

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (Select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Budgetary constraints

6.3

(2) Minimum Rent (*)

a. What amount best reflects the PHA's minimum rent? (select one)

\$50

b. The PHA has adopted discretionary minimum rent hardship exemption policies.

Yes No:

6.4 OPERATIONS AND MANAGEMENT

A. PHA Management Structure

ARHA uses the Asset Management model of operation, in that the agency is subdivided into discrete business units. Each business unit has its unique operating objectives and performance standards. Under this model, each business is expected to efficiently deliver high quality services and to achieve and maintain viability in terms of desirability (i.e., housing and programs) and financial strength (positive net operating income). Presently, ARHA has thirteen (13) business units:

(1) Asset Management: eleven (11) Asset Management Projects (AMP) consisting of 24 properties with a total of approximately 769 units. Staff of the AMPs executes essential activities of marketing, intake and leasing, property management, property maintenance and resident supportive services. Three (3) Regional Managers to oversee the site-based operation of the 11 AMPs.

(2) Section 8 Housing Choice Voucher Program administers over 1926 units of tenant-based rental assistance. The Director of the HCV Program oversees the distribution and utilization of vouchers, assessment of housing quality and ARHA relations with participating property owners. Operation of the Family Self-Sufficiency (FSS) Programs and the Homeownership program is contained within this business unit.

(3) Virginia Housing Development Limited Liability Corporation (VHDLLC) is the development and planning arm of ARHA. The Chief Operating Officer of the VHD. LLC plans and implements development, redevelopment and housing preservation efforts on behalf of ARHA and as set forth in the Board adopted 2012-2022 Strategic Plan, as well as manages ARHA's property acquisitions and disposition of non-viable properties. ARHA also has the legislative authority to issue Multi-Family Private Activity Bonds for its jurisdiction and any jurisdiction that does not have its own legislative authority and who approves ARHA as the issuing agency. The agency also monitors the developments that have received bonds for compliance with the bond transaction.

(4) Central Office Operations provides administrative and supervisory support to the other eleven business units in the form of Legal Representation, Information Technology Support, Financial Management and Accounting, Procurement, Compliance, Reporting and other administrative services. Central Office Operations also includes Facilities and Modernization. The Director of Facilities and Modernization is responsible for major modernization and capital improvement, and oversees construction services provided by ACE, LLC, an independent general contracting and construction enterprise, on behalf of ARHA.

ARHA is governed by a nine-member Board of Commissioners, which is appointed by the Alexandria City Council to staggered four-year terms. The Chair and Vice-Chair positions are elected annually by all the Board members. Since 1998, ARHA residents held a seat and have served on the Board of Commissioners, residents are encouraged to apply for the open Board position when it becomes available. The Board has one staff person, the Chief Executive Officer (CEO). The CEO has a Deputy Executive Director, an Executive Assistant and four top-level staff persons whom report directly to him.

6.5

B. HUD Programs Under PHA Management

Following is the list of Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each.

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	769 (*)	125
Section 8 Vouchers	1926	96
Section 8 Mod Rehab	109	20

(*) number may fluctuate due to ongoing redevelopment activities, including demo removals and new construction additions.

C. Management and Maintenance Policies

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Asset Management and Maintenance:
 - a) Maintenance Manual
 - b) Risk Control & Fleet Management Manual
 - c) Integrated Pest Management Policy
 - d) Admissions and Continued Occupancy Policy (ACOP-2012)
 - e) Personnel Policy Manual

- (2) Section 8 Management:
 - a) Section 8 Administrative Plan

6.6

PHA GRIEVANCE PROCEDURES

The PHA uses the following Grievance Procedures for each of its programs:

A. Public Housing

1. The PHA has not established a written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.
2. The PHA office allows residents and/or applicants to public housing to contact the following office(s) to initiate the PHA grievance process:
 - a. PHA main administrative office at 600 N. Fairfax Street
 - b. Asset Management offices at Ladrey Building, 300 Wythe Street
 - c. Asset Management offices at 2834 Duke Street, Alexandria, VA

B. Section 8 Tenant-Based Assistance

1. The PHA has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.
2. The PHA office allows residents and/or applicants to Section 8 or assisted families, to contact the following office(s) to initiate the informal review and informal hearing processes:
 - a. PHA main administrative at 600 N. Fairfax Street
 - b. PHA’s HCVP Office located at 18 Roth Street, Alexandria, VA

PHA SAFETY AND CRIME PREVENTION MEASURES**A. Need for measures to ensure the safety of public housing residents**

1. The PHA's need for measures to ensure the safety of public housing residents are as follows:
 - a. Residents fearful for their safety and/or the safety of their children
 - b. Observed lower-level crime, vandalism and/or graffiti
 - c. People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
2. The data and/or information used by the PHA to determine the need for PHA actions to improve safety of residents:
 - a. Safety and security survey of residents
 - b. Analysis of crime statistics over time for crimes committed "in and around" public housing authority
 - c. Resident reports
 - d. PHA employee reports
 - e. Police reports and regularly scheduled meetings with the APD
 - f. Demonstrable, quantifiable success with previous or ongoing anti-crime/anti- drug programs
 - g. Other sources:
 - o Resident Police Officers (RPO)
 - o City appointed North End Task Force
 - o Monthly City's facilitated Quality of Life meetings.
 - o City's Crime reports (web site)
3. The following developments below are the most affected:
Scattered Sites, Andrew Adkins, Alexandria Crossing, Samuel Madden Homes, Ladrey High-rise, S. Whiting Street.

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

1. List of the crime prevention activities the PHA has undertaken or plans to undertake during the Plan's year:
 - a. Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
 - b. Crime Prevention through Environmental Design
 - c. Activities targeted to at-risk youth, adults, or seniors
 - d. Other activities include:
 - o Resident Police Officers (RPO) at troubled sites
 - o Collaborate with HOA for security patrols.
 - o Increase number of RPO's
 - o Installation of video security cameras at the Alexandria Crossing at West Glebe & Ladrey HR
 - o Additional security lighting for night watch PHA wide
 - o Construction of a youth-teen center for after school activities
2. The following developments below are the most affected:
Scattered Sites, Andrew Adkins, Alexandria Crossing, Samuel Madden Homes, Ladrey High-rise & Chatham Square.

C. Coordination between PHA and the police

1. Coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:
 - a. Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
 - b. Police provide crime data to housing authority staff for analysis and action
 - c. Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
 - d. Police regularly testify in and otherwise support eviction cases and debarment policy.
 - e. Police regularly meet with the PHA management and residents
 - f. Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - g. Other activities (list below):
 - Resident Police Officers,
 - Installation of video security cameras,
 - Neighborhoods National Night-Out in cooperation with the Alexandria Police Department
 - Monthly Meetings and follow-up with Police incident reports
2. Affected Sites: coordination is carried out PHA wide at all sites.

6.8 **PET POLICY**

ARHA has adopted policies pertaining to the keeping of pets in public housing units and the criteria and/or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of the ARHA to provide a decent, safe and sanitary living environment for all our residents, protecting and preserving the physical condition of the property and the financial interest of the ARHA. This policy also explains the exemption of assistive animals, which are allowed to reside in public housing communities with applicable restrictions waived.

This policy allows pets to be owned by all residents. The pet owners must meet reasonable conditions established by ARHA. According to the HUD proposal, these conditions may include: a nominal fee to cover extra costs; a pet deposit to cover extraordinary cost; restrictions on the number and type of pets and limits based upon the type of building. This new law is in addition to HUD's current rules governing pets in public and assisted housing for elderly families and families with disabilities, which was passed by the ARHA Board of Commissioners in January, 1987. ARHA, in establishing a Pet Policy, is also trying to honor the rights of all ARHA public housing residents and employees and to abide by the laws of the City of Alexandria.

A. MANAGEMENT APPROVAL OF PETS

All pets must be approved in advance by the ARHA management. All pet owners must submit written requests and enter into a Pet Agreement with ARHA.

B. ARHA PET POLICY

In accordance with federal law, residents of federally funded public housing shall not be prohibited from owning and keeping common household pets (animals that assist the handicapped are excluded from this policy) subject to the limitations set forth in the Pet Policy. ARHA may refuse to register a pet that does not meet the conditions of the pet policy. If the ARHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be mailed by certified, signed receipt, in accordance with HUD Notice requirements.

The resident/pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

6.9 **CIVIL RIGHTS CERTIFICATIONS** [24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

6.10 **FISCAL AUDIT** [24 CFR Part 903.7 9 (p)]

1. Under section 5(h) (2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c (h)) the PHA is required to have an annual audit conducted.
2. The most recent fiscal audit was submitted to HUD.
3. Findings: there were no findings as the result of that audit.
4. If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? 0
5. Have responses to any unresolved findings been submitted to HUD? N/A
If not, when are they due (state below). N/A

6.11 **17. PHA Asset Management**

24 CFR Part 903.7 9 (q)]

1. The PHA is engaged in activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan.

2. The following types of asset management activities have been undertaken by the PHA during the previous period and will continue during the current plan:

- a. Development-based accounting
- b. Procurement of Contract support services for Asset Management conversion.

3 Management Fees:

The Alexandria Redevelopment and Housing Authority elects to phase-in its management fees through 2011. Currently, the overhead charged to the public housing program is \$ 120.00 PUM, based on most recent financial statements (FYE 2009). The allowable management fees are as follows:

Management Fees -	\$ 56.00 PUM
Bookkeeping Fee -	\$ 7.50 PUM
Asset Management Fee -	\$10.00 PUM
Total -	\$ 73.50 PUM

The difference between the current overhead costs, \$133.50 PUM, and the allowable fee schedules, is \$60.00. The Alexandria Redevelopment and Housing Authority propose the following phase-in schedule:

FYE 12/31/2011 -	\$ 73.50
FYE 12/31/2012 -	\$ 73.50
FYE 12/31/2013 -	\$ 73.50
FYE 12/31/2014 -	\$ 73.50

VIOLENCE AGAINST WOMEN AND DEPARTMENT OF JUSTICE REAUTHORIZATION ACT OF 2005

6.12

1. BACKGROUND

On January 5, 2006, President Bush signed into law the Violence Against Women and Department of Justice Reauthorization Act (“VAWA”) of 2005 (Public Law 109-162) and on August 12, 2006, signed into law technical corrections to the VAWA (Public Law 109-271). On March 7, 2013 President Obama signed the Violence Against Women Reauthorization Act (VAWA) of 2013.

The VAWA protection applies to families applying for or receiving Public Housing Program assistance, Housing Choice Voucher Program (including rental assistance payments under the project-based vouchers), Section 8 Project-Based Certificate Program, and Section 8 Moderate Rehabilitation Program (excluding Mod Rehab SRO), as required by the provisions of Sections 606 and 607 of the VAWA. The law protects victims of domestic violence, dating violence, stalking, as well as their immediate family members generally, from being evicted or being denied housing assistance if an incident of violence is reported and confirmed. The VAWA also provides that an incident or actual or threatened domestic violence, dating violence or stalking does not qualify as a serious or repeated violation of the lease nor does it constitute good cause for terminating the assistance, tenancy, or occupancy rights of the victim. Furthermore, criminal activity directly relating to domestic violence, dating violence or stalking is not grounds for terminating the victims’ tenancy. O/A may bifurcate a lease in order to evict, remove, or terminate the assistance of the offender while allowing the victim, who is a tenant or lawful occupant, to remain in the unit.

2. POLICY IMPLEMENTATION

Pursuant to the VAWA and Justice Department Reauthorization Act of 2005, the Alexandria Redevelopment and Housing Authority (“ARHA”) implemented related policies, including the execution of a Memorandum of Understanding between the ARHA and Second Chance Employment Services (“SCES”) on 11/7/2005, which in addition to providing assistance to low-income families, disabled and elderly citizens and other social services in conjunction with the City of Alexandria, had a significant role in the provision of free services to ARHA residents who are victims of domestic violence, dating violence or stalking.

Further, ARHA’s Social Services Division, in collaboration with local government agencies and private non-profit institutions, has begun implementing an assistance program for the residents and their families, with the majority of participants being women and children, who are the most affected by domestic violence acts. These programs have been successful in informing victims of domestic violence about the legal protection afforded under VAWA and in providing counseling about victims’ rights, available resources and the inherent benefits of acts of violence and enrolling in various types of counseling programs that can assist them in overcoming abuse and other cultural or social barriers that prevent them from becoming self-sufficient.

ARHA is implementing procedures to assure applicants and residents are aware of their rights under the VAWA as described in Chapter 13 of the ACOP and Chapters 3 and 12 of the HCVP.

3. PROGRAMS

Two key organizations, Second Chance Employment Services and the City’s Office of Women, working in cooperation with ARHA staff have been successful in identifying victims of domestic violence and in providing help and counseling to the residents. Second Chance Employment Services (“SCES”) is a non-profit agency that assists vulnerable at-risk individuals who have been victims of various types of Domestic Violence. These individuals have limited skills and extraordinary barriers to employment and are encouraged to create a positive living environment. SCES provides highly individualized training and counseling services including but not limited to one-on-one counseling sessions, workshops and referrals to outside agencies.

The other is the City of Alexandria, Office on Women, which provides emergency assistance to victims including ARHA residents. The agency offers a 24-hour hotline that residents can call to discuss their individual situations as it relates to Domestic Violence, Dating Violence and Stalking issues. The Department of Human Services provides additional support and counseling.

4. GOALS

ARHA goals for 2015 and forward are focused on an increased awareness of the law regarding the Violence Against Women and Department of Justice Reauthorization Act of 2005 and 2013 for the residents and their families by:

- Revise existing Policies to reflect VAWA requirements and changes
- Include information page and links in ARHAs’ Web site
- Distribute easy-to-read and understand printed materials
- Provide bi-lingual information on VAWA
- Seek new partners to participate in the program

5. RESOURCES

- ARHA Social Services functions carried out through Asset Management
- The Office on Women, City of Alexandria
- Second Chance Employment Services, D.C.
- Department of Human Services, City of Alexandria

ARHAs SMOKING CESSATION AND SECOND HAND SMOKE REDUCTION PROGRAM

6.13

ARHA, as per Board Resolution No.577, approved on 2/24/2014, will implement a Smoke Cessation and Second Hand Smoke Reduction Policy. This program is supported, and partially financed through a partnership with the City of Alexandria, the Public Health Advisory Commission and the Clean and Smoke Free Air Coalition of Alexandria with the goal to have all ARHA developments smoke free. The program also offers tobacco cessation services free to qualified residents. This initiative is supported by HUD Notice PIH-2009-21 (HA).

7.0

Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. *Include statements related to these programs as applicable.*

A. Hope VI Activities:

a. N/A

B. Mixed Finance Modernization, Development, Demolition and/or Disposition:

As part of the Agency redevelopment efforts, ARHA will continue its Mixed-Finance, Mixed-Income efforts in its James Bland community. James Bland and James Bland Addition (the "Bland Community") is situated on a 5-block parcel of land in Alexandria, within walking distance of the Braddock Road Metro station. This is a six-phase effort that began in 2006 with the planned redevelopment of the Glebe Park community and an effort will ultimately affect 234 Annual Contributions Contract ("ACC") units. The Glebe Park Apartments redevelopment was completed and fully occupied as of July of 2010.

A Demolition/Disposition Application for all units on the 5-block Bland Community site was submitted in to the HUD Special Application Center in 2008. The 194 Bland Community units are being replaced City-wide on a one-for-one unit basis but only 134 will be built back on the site of the current Bland Community. An additional 44 were replaced at the Old Dominion and West Glebe sites (the new Alexandria Crossing community) that were redeveloped in 2008, intentionally for the purpose of providing some number of replacement units to aid the relocation efforts at the Bland Community. The remaining 16 units were replaced by purchasing homes (condominiums, single family or townhouse) in various communities throughout the City. As of March 2012, all units have been purchased and are fully occupied.

Following is a summary of various phases of the redevelopment process:

Phase I and II: The original Glebe Park Apartments was located on three parcels, one fronted West Glebe Road and the other two were located east and west of and fronted Old Dominion Boulevard. The first two phases of this six-phase effort that were completed were: 1) the West Glebe location of the original Glebe Park Apartments; and, 2) the two parcels located on Old Dominion Boulevard.

Phase III (block 1 of the Bland Community): This project is being completed with no HUD development funds but takes the form of a Mixed-Finance Amendment to the ACC (Operating-Only Subsidy). The funding sources for the effort originate in the ARHA land value and from 9% Low Income Housing Tax Credits (LIHTC). Execution of the project was dependent on both sources. This is a mixed-income project. ARHA is selling lots for market-rate fee simple homes and contributing the land under the affordable replacement units to the LIHTC owner entity. To date, 34 ACC units on block 1 have been demolished, construction is completed on 18 new ACC units and all new units are occupied. The completed site includes 37 market-rate homes and 18 ACC/LIHTC rentals. Sales were very successful resulting in rapid absorption of the new for sale units.

Phase IV: (block 2 of the Bland Community): This project is being completed with no HUD development funds but takes the form of a Mixed-Finance Amendment to the ACC (Operating-Only Subsidy). The funding sources for the effort originate in the ARHA land value and from 9% Low Income Housing Tax Credits (LIHTC). Due to the economic crisis and the low raise received for the credits at syndication, the owner entity received an allocation of TCAP funds under section 1602 to subsidize the LIHTC funding. Execution of the project was dependent on all three sources. This is a mixed-income project. ARHA is selling lots for market-rate fee simple homes and contributing the land under the affordable replacement units to the LIHTC owner entity. To date, 34 ACC units on block 1 have been demolished, construction is completed on 18 new ACC units and all new units are occupied. The completed site includes 37 market-rate homes and 18 ACC/LIHTC rentals. Sales were very successful resulting in rapid absorption of the new for sale units.

Phase V: (block 4 of the Bland Community): This project also takes the form of a Mixed-Finance Amendment to the ACC (Operating-Only Subsidy). Just as in Phase III, the funding sources for the effort originate from the ARHA land value and from Low Income Housing Tax Credits. Execution of the project was dependent on both sources. ARHA was successful in its 2011 application for allocation of 9% 2010 Low Income Housing Tax Credits. The site was vacated by the end of 2011, and the closing occurred in the spring of 2012. The construction has been completed and all units were under lease as of August 1, 2013. The completed site includes 61 market-rate homes and 44 ACC/LIHTC rentals.

Phase IV: (blocks 3 and 5 of the Community), the final phase will combine the last two blocks and will result in the construction of 54 affordable housing (Project-Based Voucher) rental units and 94 market rate, for sale townhomes and condominiums. ARHA applied successfully for 9% Low Income Housing Tax Credits in the 2012 competitive process. The land transfer to our development partner was completed as of May 31, 2013. Demolition and construction was started in r under a Right of Entry in December of 2012. All construction work on the affordable units on the Phase IV redevelopment effort will be completed and the units will be fully occupied by October 31, 2014.

C. Demolition and Disposition:

a. A major goal of ARHA is to use its resources in a manner that promotes economy of operation and efficiency in the discharge of its public function. Currently we have 43 public housing units that exceed the operational budget. For this reason, ARHA will be submitting Disposition Applications for the following properties pursuant to Section 18 of the US Housing Act of 1937, as amended, regulation 24 CFR 970 in the plan Fiscal Year.

1. Disposition Only of Park Place Condominiums (VA004000004-Scattered Sites). Total ACC units affected will be thirty eight (38). Application will be submitted to HUD's Special Application Center ("SAC") by year end 2013. The 38 ARHA-owned ACC units are part of an overall high-rise condominium community located at 2500 Van Dorn Street in Alexandria, Virginia, totaling 403 units; the remaining 365 units are market rate homeownership units. Of the 38 total units, 35 are efficiencies and 3 are 1-bedroom. The high condominium fees have made this project financially unfeasible as ACC units. The approval of the disposition application will allow the Agency to dispose of the ACC, sell the units, and accommodate the current occupants with vouchers.

2. Disposition Only of Saxony Square Condo: (VA004000004-Scattered Sites). Total ACC units affected will be five (5). Application has been submitted to HUD's SAC and a final decision is still pending as of the closing of the 2014 Agency Plan... The five ARHA-owned ACC units are part of an overall garden style, walk up condominium community located at 483 North Armistead Street in Alexandria, Virginia, totaling 264 units; the remaining 259 units are market rate homeownership units. The high condominium fees have made this project financially unfeasible as ACC units. The approval of the disposition application will allow the Agency to dispose of the ACC but accommodate the current occupants with vouchers. This will allow ARHA and the City of Alexandria to retain the much needed affordable units.

3. In 2008 and 2009, ARHA and the City engaged in a public process to amend the small area plan for Braddock East. This plan covers several city blocks near the Braddock Road Metro station and within the historical Parker-Grey district. The sites affected include Samuel Madden Homes Uptown (VA004000003) built in 1945, which would affect 66 townhouse units, and Andrew Adkins, built in 1969, which would affect 90 units. The goal is to replace these older housing complexes with new affordable housing units within a mixed-income community. The City Office of Housing is currently engaged in a Housing Strategic Plan process as is ARHA. The outcome of these strategic planning efforts could affect these properties located in the Braddock East Small area plan or any other of ARHA's public housing inventory, both housing and administrative offices.

The 2015 Agency Plan will provide specifics based on the planning process, including future disposition applications according to the ARHA Strategic Plan.

7.0

D. Conversion of Public Housing.

None

E. Home Ownership Program:

The PHA include in its Section 8 Administrative Plan, policies for use of the Section 8 Voucher for mortgage payment. ARHA works in cooperation with the City's Office of Housing to assist clients with homeownership initiatives. The City promotes homeownership by offering low interest loans made possible by a grant, awarded to the City by the state housing finance agency as well as NSP grant funds. In addition to administering the grant funds that provide low-interest mortgage loans, the City provides for down payment assistance up to \$50,000 per household.

F. Project-Based Vouchers:

The PHA has a contract for 109 Project-Based Vouchers at Hopkins-Tancil Courts. (REMS No. 800024748)
There are 4 Project-Based Vouchers at the Pendleton Park Development which are administered by Jefferson County
There are 54 Project Based Vouchers scheduled to come online in the first quarter of 2014 (new Old Town Common Phase V)

G. Section 8 Tenant Based Assistance:

- a. The PHA plans/administers a Section 8 Home Ownership program pursuant to Section 8(y) of the U.S. Housing Act of 1937, as implemented by 24 CFR Part 982.
- b. The program description can be located in on Chapter 15 of the Section 8 Administrative Plan.
- c. Program Size: the PHA has limited the number of families participating in the section 8 home ownership program to 25 or fewer participants.
- d. Eligibility Criteria: in addition to HUD criteria, the PHA program has eligibility criteria that give FSS families priority if multiple applicants apply.

H. PHA Community Service and Self Sufficiency Programs

- a. Cooperative Agreements: the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services.
- b. The Agreement's execution date was 07/20/2005.
- c. Other coordination efforts between the PHA and TANF Agency are:
 - 1. Client referrals.
 - 2. Information sharing regarding mutual clients (for rent determination and otherwise)
 - 3. Coordinate the provision of specific social and self-sufficiency services and programs to eligible families.
 - 4. Joint administration of other demonstration programs.
 - 5. Local preference for the Department of Human Services (DHS).
- d. Following Services and Programs are offered to residents and participants:
 - 1. Section 8 Admission Policies.
 - 2. Preference in admission to Section 8 for certain public housing families.
 - 3. Preference/eligibility for Section 8 Homeownership option.
 - 4. Policies listed under the FSS program.
- e. Economic and Social Self-Sufficiency Programs: the PHA promotes, coordinates and /or provide programs to enhance the economic and social self sufficiency of residents under the FSS program and services listed below:
 - 1. Senior/Assisted Services: estimated size is approximately 200; provided as a walk-in service at Ladrey & the Main Office
 - 2. Residents Services: estimated size is approximately 300; provided as a walk-in service at the Main Office and Amp's offices.
 - 3. Family Self-Sufficiency Program: program at the start of 2005 required 50 public housing and 38 Section 8 participants.
As of the 2013 Agency Plan, there were 59 participants combined in both the program.

8.0

Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.

<p>8.1</p>	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>See HUD Form 50075.2 approved by HUD on 5/13/2014.</p>
<p>8.2</p>	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>See HUD Form 50075.2 approved by HUD on 5/13/2014.</p>
<p>8.3</p>	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>

HOUSING NEEDS

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

The Comprehensive Housing Affordability Strategy was conducted to obtain the information below (1).

The housing needs in the jurisdiction, broken down by family types based on income, race, ethnicity, disabilities and age, are as follows:

By Income:

- Income greater than or equal to 30%, of AMI is overall \$4,302
- Income less than 30%, but greater than or equal to 50% of AMI is overall \$4,035
- Income less than 50% but greater than 80% of AMI is overall \$3,009

Elderly & Disabled Families:

- The elderly overall is 1357
- Families with disabilities overall is 1968

Race & Ethnicity:

- Race/Ethnicity White (non-Hispanic) is overall **83,165 or 58%**
- Race/Ethnicity African American is overall **30,504 or 21%**
- Race/Ethnicity Hispanic is overall **19,424 or 13%**
- Race/Ethnicity Asia & Pacific Islander is overall **7,770 or 5%**
- Race/Ethnicity Native American is overall **300 or 1%**
- Other & Multiple Races is overall **3,022 or 2%**

The **Section 8 & Public Housing** waiting lists were open August 15th thru the 19th of August 2011. The waiting list total is 14,237 with an annual turnover of 242. The housing needs of families on the waiting list totals are as follows:

- Extremely low income is greater than or equal to 30% AMI. The number of families is 10,670, which is 75%
- Very low income is less than 30% but greater than or equal to 50% AMI. The number of families is 739, which is 5%
- Low income is less than 30% but greater than 80% AMI. The number of families is 2828, which is 20%
- The number of families with children is 11602; which is 81%

Elderly & Disabled Families:

- The number of elderly families is 1342.
- The number of families with disabilities is 414; which is 3%

Race & Ethnicity:

- The total number of White families is 1162; which is 8%
- The total number of African American families is 10240, which is 72%
- The total number of Asian families is 88 which is .006%
- The total number of American-Indian families is 29, which is 0.002%
- The total number of Hispanic families is 2718, which is 19%

Characteristic by bed room size:

- Families on the list for 1 bedrooms is 6208, which is 44%
- Families on the list for 2 bedrooms is 2867, which is 20%
- Families on the list for 3 bedrooms is 2242, which is 16%
- Families on the list for 4 bedrooms is 498, which is 3%
- Families on the list for 5 bedrooms is 110, which is 1%

The waiting list for the Elderly/Disabled is currently open.
The waiting list total is 574, with an annual turnover of 40.

Note: Although the waiting list is closed, the PH allows specific categories to remain open (elderly)

Note: due to percentage rounding, numbers may not add up to 100%

(1) Sources: HUD, Alexandria Office of Housing, and other government and private housing industry sources.

STRATEGY FOR ADDRESSING HOUSING NEEDS

The PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year is listed below.

A. Need: Shortage of Affordable housing for all eligible population

Strategy 1: Maximize the number of affordable units available to the PHA within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development:
 - Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

Strategy 2: Increase the number of affordable housing units by:

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Work with City of Alexandria to expand housing opportunities with privately owned properties.

B. Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Adopt rent policies to support and encourage work

C. Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

9.1

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work

D. Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Seek designation of public housing for the elderly only: Ladrey High-rise
- Apply for special-purpose vouchers targeted to the elderly, should they become available: assisted living

E. Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Maintain waiting list for handicap accessible units at Chatham Square and Braddock/Whiting/Reynolds Apartments, and increase accessible units by providing 5% & 2% hearing and vision impaired at Alexandria Crossing (formerly Glebe Park) and Old Town Commons (formerly James Bland Homes) redeveloped through the use of Tax Credits.

Note: ARHA exceeds the number of accessible units required under HUD 502.

F. Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (listed below):
 - a) Utilize bilingual staff to communicate in both written and verbal forms.
 - b) Implement goals of the Limited English Proficiency Committee

Strategy 2: Conduct activities to affirmatively further fair housing:

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Meet with regional realtor professional organizations to educate about the Section 8 Program for private property owners.

9.1 Other Housing Needs & Strategies:

The following factors influenced the PHA' selection of the strategies that will pursue:

- Funding constrains
- Staffing constrains
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrates in the Consolidated Plan and other information available to the PHA.
- Influence of the housing market on the PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with advocacy groups
- Limited stock of large size units in Alexandria
- Limited availability of sites for the construction of new affordable housing units and/or replacement of existing units.

Other Strategies:

ARHA, in conjunction with the City of Alexandria has completed and adopted the 2012-2022 Strategic Plan to address the future redevelopment of ARHA properties that are underutilized in order to increase the density and therefore maximize the use of the land to create additional affordable housing units within mixed income developments, and to set forth strategies for economic growth and self-sufficiency, by the creation of unrestricted sources of income from business enterprises, that will ensure ARHA financial viability for years to come.

The implementation phase of the ARHA 2012-2022 Strategic Plan is in progress and will be monitored for accomplishment of the goals set forth.

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

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

The PHA has completed several goals set forth in the current 5-Year Plan, including the following:

- a. Asset Management Conversion of all sites
- b. Implementation of Project Based Accounting
- c. Major redevelopment of Alexandria Crossing (formerly Glebe Park) completed 100%
- d. Major redevelopment of Old Town Commons, Phases I, II and III, 100 completed as of 8/2013, with Phase IV in progress.
- e. Implementations of new Policies on Eligibility, Selection and Admissions
- f. Completion of Capital Improvements projects under the Annual and 5-Year Plan
- g. Implementation of various social service programs
- h. Major reorganization of the Agency, including human resources, asset management modeling, Section 8 program and other operational areas.
- i. Increased and preserved the number of affordable housing units with the purchase of Pendleton Park.
- j. Increased the numbers of accessible in newer developments. Currently ARHA exceeds the number of accessible units required under HUD 502.

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

1. Criteria for Substantial Deviation and Significant Amendments

- i. Substantial Deviation from the 5-Year Plan:
 - a. Addition or deletion of Strategic Goals.
 - b. Any deviation that requires review and input by the ARHA Residents Association (ARA) as well the approval by the Board of Commissioners.
 - c. Any proposed demolition, disposition, homeownership, Capital Fund Financing, development, or mixed finance projects.

2. Significant Amendment or Modification to the Annual Plan

- a. Any change to rent or admission policies or organization of the waiting list.
- b. Additions of non-emergency (*) work items over \$50,000 in the CFG (items not included in the latest approved PHA Plan Capital Fund Annual Statement or 5-Year Agency Plan).
- c. Any change with regard to demolition or disposition, designation of housing, homeownership program, conversion activities, mixed finance proposals for new developments.

An exception to this definition will be made for any of the above that are adopted to reflect change in HUD regulatory requirements since such changes are not considered significant.

This criterion does not supersede the requirement of OMB circular No. A-87 (Cost Principal for State, Local and Indian Tribal Government) and 25 CFR Part 85 (Administrative requirements for Grants and Cooperative Agreements), as well as Federal, State or local regulations or statutes.

(*) Emergency – means physical work items of an emergency nature, posing an immediate threat to the health and safety of residents or staff, which must be completed within one year of capital fund granting. Management improvements are not eligible as emergency work.

11.0 Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan.
Note: Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* [attachment va004a01]
- (b) Form HUD-50077-SL, *Certification of State and Local Official Plan Consistency with the Consolidated Plan* [attachment va004b01]
- (c) Form HUD-50077-CR, *Civil Rights Certification* [attachment va004c01]
- (d) Form HUD-50070, *Certification for a Drug-Free Workplace* [attachment va004d01]
- (e) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* [attachment va004e01]
- (f) Form SF-LLL, *Disclosure of Lobbying Activities* [attachment va004f01]
- (g) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* [attachment va004g01]

NOTE:

SEE SECTION 13.0 FOR LIST OF ATTACHMENTS AND OTHER DOCUMENTS, INCLUDING ABOVE CERTIFICATIONS.

12.0 Other Information
(24 CFR Part 903.7, 9 (r))

12.1 A. Public Meeting Notices (7/31/2014)

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C. Resident's Organizations

Staff Scheduled additional meeting with the Residents Advisory Board (RAB), the Ladrey Residents Council (LRC) and the Alexandria Residents Association (ARA), organizations that represent various segments of ARHA residents. The meetings were scheduled for July 16, and August 9, 2013 at the Ladrey Building library, and August 12, 2013 at 600 N. Fairfax St., at 6:00 PM. See Section vapp4r01 if applicable.

12.1

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12.2

Minutes of the Public Meeting of 8/7/2014

12.3

Minutes of the Board of Commissioners Public Meeting of 9/22/2014

DRAFT

DATE: Monday, September 22, 2014
TIME: 06:30 PM EST

SUBJECT: MINUTES OF THE PUBLIC HEARING HELD BY THE ARHA BOARD OF COMMISSIONERS ON THE DRAFT OF ARHA'S 2015 AGENCY PLAN AND THE 5-YEAR ACTION PLAN FOR THE PERIOD OF JANUARY 1, 2015 – DECEMBER 31, 2019

A public hearing was held on Monday, September 22, 2013, at 300 Wythe Street, Alexandria, Virginia, for the purpose of obtaining public comments on Agency Plan:

Attending on behalf of the ARHA Board of Commissioners were:

1. Merrick Malone, Chairman
2. Daniel Bauman, Vice-Chairman
3. Melvin Miller, Commissioner
4. Carter D. Fleming, Commissioners
5. Christopher Ballard, Commissioner
6. Brett J. Libresco, Commissioner
7. Karl Sandberg, Commissioner
- 7.
- 8.

Attending on behalf of ARHA were:

1. Roy Priest, CEO & Secretary-Treasurer Board of Commissioners
2. Douglas Owens, Deputy Executive Director
3. Chaba Josa, Director of Facilities and Modernization
4. Derek McDaniel, Director of Finance
5. Cindy Thompson, Director of HCVP
6. Edward Lacy, Ombudsman – Asset Management
7. Other senior ARHA staff

Attending on behalf of the Residents Advisory Board and the Alexandria Residents Council were:

1. President RAB
3. President ARA

The general public and Ladrey residents were in attendance.

12.1

A. ARHA Residents Association (ARA):

- The ARA **did/did not** provided comments regarding the Agency Plan.
- The ARHA **has/has not** taken any action as a result of the ARA meetings, other than the actions already outlined the Agency Plan documents.

B. The RAB indicated no challenges to the Plan.

- Residents Advisory Board (RAB) members provided neither comments nor recommendations to the Plan.
- The ARHA **has not** taken any action as a result of the RAB meetings, other than the actions already outlined the Agency Plan documents.

C. Description of Election process for Residents on the ARHA Residents Association.

- The ARHA does not meet the exemption criteria as provided under Section 2(b) (2) of the U.S. Housing Act of 1937.
- The resident who serves as PHA Board member was elected by the residents as the President of the ARHA Residents Association (ARA) under the following process:
 - Nomination of Candidates for place in the ballot
 - Candidates are nominated by resident and assisted family organizations
 - Candidates could be nominated by an adult recipient of the PHA assistance
 - Self-Nomination by candidate registering with the PHA and requesting a place on the ballot.

Eligible Candidates:

- Any household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Adults included on lease of public housing units, who are at least 18 years old.

12.2	<p>Comments from the general public:</p>
12.3	<p>Action taken by the PHA:</p> <ul style="list-style-type: none"> ○ The ARHA has/has not taken any action at this time, other than the actions already outlined in the Agency Plan documents, based on the following facts: <p>ARHA is no taking any action in accordance with applicable regulations under 24 CFR Parts 700, 900, et-al, as some of the recommendations are in conflict with existing Federal Regulations, HUD regulations and with the Fair Housing Act. Further, ARHA's mission and by-laws limits the Authority's capabilities, not to mention the lack of funding, to create new programs or to take action on the recommended changes, as it would be interfering with other governmental programs, the City's own regulatory agencies for Affordable Housing, or would be a redundancy with the City's Consolidated Plan and Action Plan, the City's Strategic Plan as well as other City funded programs which either cover some of the issues presented by ECVN, or fall under the City's jurisdiction to create and/or enforce.</p> <p>(More information can be found at http://alexandriava.gov / about the City's Consolidated Plan, and Strategic Plan, City's CAPER, Office of Housing, Alexandria Commission of Persons with Disabilities, City's Human Rights Commission, City Council and other departments with jurisdiction over these issues).</p>

13.0 ATTACHMENTS SUBMITTED ELECTRONICALLY BY THE PHA AS PER SECTIONS (8), (8.1) AND (11) OF THE PLAN.

<i>Items</i>	<i>Attachment</i>	<i>Description</i>
1.	va004a01	HUD Form 50077 - PHA Certification of Compliance with PHA Plans & related regulations
2.	va004b01	HUD Form 50077-SL - Certification by State or Local Official Plans Consistency with Consolidate Plan
3.	va004c01	HUD Form 50077-CR - Civil Rights Certification
4.	va004d01	HUD Form 50070 - Certification for a Drug Free Workplace
5.	va004e01	HUD Form 50071 - Certification for Payments to Influence Federal Transactions
6.	va004f01	HUD Form Standard Form LLL - Disclosure of Lobbying Activities
7.	va004g01	HUD Form 50075.1 Capital Fund Grant Program Annual Statement P&E 2014
8.	va004h01	HUD Form 50075.2 Capital Fund Grant Program 5-year Action Plan 2014-2018
9.	va004i01	Board Resolution approval to submit to HUD the 2015 Agency Plan
10.	va004j01	City of Alexandria Environmental Review Abstract NEPA 24CFR58.35(a)
11.	va004k01	HUD Form 7015.15 Request for Release of Funds and Certification
12.	va004l01	Blank – no document (for use of comments)
13.	va004v01	HUD Form 50075 PHA Annual Agency & 5-Year Plan 2014-2018

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

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

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

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

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

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

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

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