

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

PHA Plans

5 Year Plan for Fiscal Years 2021 - 2025
Annual Plan for Fiscal Year 2021

PROPOSED

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED
IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH
NOTICES**

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

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

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.				
A.1	<p>PHA Name: <u>Newport News Redevelopment and Housing Authority</u> PHA Code: <u>VA003</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>July 1, 2021</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>1148</u> Number of Housing Choice Vouchers (HCVs) <u>2896</u> Total Combined Units/Vouchers <u>4044</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>The PHA Plan will be available at the following locations:</p> <ol style="list-style-type: none"> 1. Wilbern Building –PHA Plan and PHA Plan Elements - Main Office, 227 27th Street, Newport News, VA 23607 2. NNRHA Occupancy Office – PHA Annual Plan – 2709 Jefferson Avenue, Newport News, VA 23607 3. Lassiter Courts Rental Office - PHA Annual Plan 4. Marshall Courts Rental Office – PHA Annual Plan 5. Spratley House Rental Office – PHA Annual Plan 6. Ashe Manor Rental Office – PHA Annual Plan 7. Oyster Point Rental Office – PHA Annual Plan 8. Cypress Terrace Rental Office – PHA Annual Plan 9. Pincroft Rental Office – PHA Annual Plan 10. Brighton Rental Office – PHA Annual Plan 11. Posted on the website – www.nnrha.com 12. Each resident council president, as in the past, will receive a copy of the approved PHA Plan along with a copy of the HUD approval letter <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p>				
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program
					PH HCV

	Lead PHA:					

B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

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

Y N

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

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

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

B.2 New Activities.

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

Y N

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

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

B.3	<p>Civil Rights Certification.</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.4	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: Section 2.2-3115 of the <u>Code of Virginia</u> requires that local officials file a disclosure form by February 1 of each year. While performing the audit procedures required by Section 2-8 of the Specifications, it was noted one (1) of seven (7) Statement of Economic Interest (the "SOEI") forms was not filed.</p> <p>Also, there was one finding in the FY2019 audit report.</p> <p>Compliance Requirement: Residual Receipts Account</p> <p>Criteria: Per Title 24 of the Code of Federal Regulations Section 880.601, any remaining project funds must be deposited with the mortgagee or other HUD-approved depository in an interest-bearing residual receipts account.</p> <p>Condition: Of the three (3) projects that were required to establish and deposit any remaining project funds into a residual receipts account, we noted two (2) projects that did not have a residual receipts account properly established as of the performance of our testing procedures in January 2020. Based on our review of mortgage loan documents these accounts should have been established sixty days after the June 30, 2018 year end. Upon inquiry of the accounts in January 2020, the Authority established the required accounts for the two (2) projects.</p> <p>Cause: Previously, the equity partner for the projects held the responsibility of establishing the residual receipts account. Management of the equity partner changed and, their policies and the responsibilities were given to the borrowers to create the account. There was a lack of communication between the equity partners and Authority regarding this change, which led to the late creation of the residual receipts account.</p> <p>Effect: The Authority was not in compliance with the residual receipts compliance requirement as of June 30, 2019.</p> <p>Auditor Recommendation: We recommend that the Authority establish procedures to ensure that required residual receipts accounts are established for any new Section 8 projects within the required time-frame.</p> <p>Management Response: As of January 2020, the residual receipts accounts for Oyster-Point Brighton and Cypress Terrace had been established with Old Point National Bank. Newport News Redevelopment and Housing Authority plans to work more closely with their equity partners upon entering into new projects to ensure all required accounts are established.</p>
B.5	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p>
B.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
B.7	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

B.8	Troubled PHA. (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> (b) If yes, please describe:
C.	Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
C.1	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.

Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

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

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

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

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

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

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

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

The Newport News Redevelopment and Housing Authority will continue to serve the needs of low-income, very low income and extremely low income families. The Newport News Redevelopment and Housing Authority mission is to create affordable housing, viable communities, and opportunities for self sufficiency that enhance the quality of life for all citizens of Newport News.

The Newport News Redevelopment and Housing Authority plans to maximize the viability of affordable units within our current resources by:

- Reducing turnover time for vacated public housing units (make ready time to lease up)
- Reducing time to renovate public housing units
- Continue to seek replacement of public housing units lost to the inventory through mixed finance development projects and RAD
- Minimizing the number of units off line
- Maintain or increase Housing Choice Voucher lease-up rates by marketing the program to owners
- Maintain or increase payment standards which allow voucher holders to lease throughout the city of Newport News
- Continue to maintain an appropriate Housing Choice Voucher lease up rates by effectively screening applicants
- Award Project Based Vouchers and form additional partnerships with apartment management companies
- Ensure access to affordable housing among families assisted by NNRHA, regardless of required unit size.
- Improve REAC scores obtained from inspections
- Employ admission preferences for families who are working
- Affirmatively market to local non profit agencies that assist families with disabilities
- Advertise wait list openings in newspapers including the Daily Press, the Korean Post, Tidewater Hispanic and our website.
- Continue to provide affirmative marketing efforts to races/ethnicities that make up the population in the jurisdiction to further fair housing

- Continue to conduct affirmative marketing as needed so the waiting list includes a mix of applicants with races, ethnic backgrounds, ages and disabilities proportionate to the mix of those groups in the eligible population of the area
- Continue to maintain a single community wide waiting list for admission to the PHA's public housing developments and tenant based housing assistance programs. Program applicants shall be assigned his/her appropriate place on a single community wide waiting list based on type and size of apartment needed and selected by the family (e.g. mixed population or general occupancy building, accessible or non-accessible apartment, number of bedrooms and applicant preference)
- Local preferences are used to establish the order of applicants on the waiting list. These preferences are of equal weight and an applicant may qualify under any of the categories. Families that do not qualify will be categorized as no-local preference
- In addition, the City of Newport News is an entitlement grantee for the U. S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs. The City of Newport News enters into an annual administrative agreement contract with NNRHA for the administration, management, implementation, monitoring and compliance for the CDBG and HOME Program Funds. The Authority works closely with the City in the development of the Consolidated Plan.
- The following activities have been undertaken with entitlement resources to address community revitalization needs primarily the City's older urban neighborhood:
 - Acquisition and rehabilitation of distressed properties
 - Provision of rehabilitation loans and grants to owner occupied residents
 - Sale of property for new residential development/homeownership
 - Provide funding to developers and non-profit organizations for the development and renovation of affordable housing.
 - Active involvement in the Choice Neighborhood Initiative planning processes.
 - Apply for special HCVP allocations such as Mainstream and Foster Youth to Independence Initiative.

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

This is in response to the new Annual PHA Plan which requires PHAs to develop a Deconcentration and other policies that govern eligibility, selection and admission to further the deconcentration of poverty and income mixing in their public housing developments.

The Newport News Redevelopment and Housing Authority (NNRHA) shall attain, to the maximum extent feasible, a tenant body in each project that is composed of families with a broad range of incomes and avoid concentrations of the most economically deprived families. Each eligible applicant placed on the waiting list(s) shall be assigned to a suitable type or size unit based on household characteristics. Assignment plans established by the NNRHA will be consistent with the objective of Title VI of the Civil Rights Act of 1964, and HUD regulations and requirements pursuant to the following:

I. Public Housing Offers

- a. Eligible applicants first in sequence on the public housing waiting list shall be offered a suitable unit. If the applicant rejects the vacancy offered, the applicant will be notified that his/her application will be withdrawn from the public housing waiting list.
- b. If the applicant is willing to accept the unit offered, but is unable to move at the time of the offer and presents clear evidence of his/her inability to move, with Authority approval, the NNRHA shall not require the applicant to be withdrawn or be placed on the bottom of the eligible waiting list. If the unit offered is not available at the time the applicant has the ability to move, the applicant shall be assigned a second unit. If the family rejects the second unit offered, the applicant shall be withdrawn from the public housing waiting list.
- c. If an applicant presents to the satisfaction of the NNRHA, clear evidence that acceptance of a given offer is a suitable unit will result in undue hardship, the Authority will not move the applicant to the bottom of the eligible applicant waiting list or withdraw the application. Proximity to sources of employment or children's day care are examples of reasons permitted and shall not require the applicant to be withdrawn or placed at the bottom of the eligible waiting list. The applicant shall be offered a second unit. If the applicant rejects the second offer, the applicant shall be withdrawn from the public housing waiting list.
- d. If the applicant has applied for other housing assistance programs, the applicant's acceptance of a public housing unit or the applicant's withdrawal from the public housing waiting list shall not cause the applicant to be withdrawn from other housing assistance programs waiting lists.

II. Amendment to Occupancy Policy and Section 8 Administrative Plan

In lieu of the former HUD Federal preferences, the NNRHA established local preferences based on local needs as a priority for selecting families from the waiting lists. At the option of the Housing Authority, the former HUD Federal preferences were adopted as local preferences. The revised Administrative Plan and Occupancy Policy incorporates changes or additions to the NNRHA local preference requirements. Due to the significant number of families in our locality who are living in substandard housing (homeless or overcrowded conditions); paying 50 percent or more of income toward rent; and/or involuntarily displaced; the NNRHA adopted the three former Federal preferences as local preferences. In addition, a fourth preference for veterans is also included as a local preference. We consistently receive referrals from the Hampton Veterans Administration for veterans who need housing assistance because they lack adequate housing. Our local area consists of a high number of veterans because of the Hampton Veterans Hospital and nearby military bases (Langley Air Force Base, Fort Monroe, Fort Eustis, Norfolk Naval Base, and Yorktown Naval Weapons Station).

The NNRHA has five local preferences consisting of the following:

- Involuntarily Displacement
- Living in Substandard Housing (Homeless or Overcrowded)
- Rent Burden (Paying 50 percent or more of income for rent and utilities)
- Veterans
- Mainstream Vouchers

These local preferences will be used to prioritize the selection of applicants on the waiting list. Applicants who are otherwise eligible for assistance and who meet one or more of the local preference requirements at the time of application shall receive priority admission. Date and time of application will be used for all applicants with or without a local preference.

In addition to local preferences, NNRHA established ranking “among” local preferences to rank among any of the local preferences. This places a priority on families who meet one of the four local preferences who are working families and/or residents of the City of Newport News as defined below:

- **Working Families:**
A family whose head or spouse is or has been employed not less than 30 hours per week for the past twelve months. The employment preference shall not be based on the amount of income earned. Also, the NNRHA shall give the benefit of working family when the head or spouse, or sole member, age 62 or older is receiving social security disability, supplemental security income, disability benefits, or any other payment based on the definition of disabled in accordance with the Social Security Act or Americans with Disabilities Act.
- **Residents of the City of Newport News:**
Families whose last previous permanent residence was Newport News or who work, or have been notified they have been hired to work in the City of Newport News.

Equal Weight with Ranking “Among” the Local Preferences – This plan will provide an equal opportunity for families with the most need to receive housing assistance. The local preferences will be used with ranking “among” the local preferences.

FIVE LOCAL PREFERENCES:

- Involuntarily Displaced
- Living in Substandard Housing (Homeless or Overcrowded)
- Rent Burden (Paying 50 percent or more of income for rent and utilities)
- Veterans
- Mainstream Vouchers

RANKING PREFERENCES (Provide ranking “among” the above local preferences):

- Working Families
- Residents of Newport News

Families who are working or residents of Newport News will have priority among the local preferences. A preference does not guarantee admission to the housing assistance programs. Preferences are used to establish the order placement on the waiting list. Every family admitted to the program must meet NNRHA’s selection criteria as defined in the Occupancy Policy and Administrative Plan.

Public Housing Complexes and Their Average Rent as of December 21, 2020

<u>SOUTHEAST COMPLEXES</u>	<u>AVERAGE RENT</u>
Marshall Courts	\$192.10
**Ridley Place	\$177.99
*Spratley House	\$249.98
*Ashe Manor	\$276.69
Orcutt Townhomes I	\$211.05

<u>NORTH END COMPLEXES</u>	<u>AVERAGE RENT</u>
**Aqueduct Apartments	\$156.11
*Pinecroft Apartments	\$211.05

*Elderly Housing

**These rents are understated due to tenant contributions to utilities.

Analysis of the rent distributions above, led us to the conclusion that the NNRHA selection plan is successful and creates diversity in tenant selection. The plan continues to provide opportunities to families with a variety of incomes at each of our public housing apartment complexes.

**III. Public Housing Complexes and the Average Income
Deconcentration Analysis as of December 21, 2020:**

	<u>Total Units</u>	<u>Average Income</u>
<u>SOUTHEAST COMPLEXES</u>		
*Ashe Manor	50	\$11,548
Marshall Courts	347	\$10,241
**Orcutt Townhomes I	40	\$13,587
Ridley Place	259	\$ 9,644

*Spratley House	50	\$10,477
<u>NORTH END COMPLEXES</u>		
Aqueduct Apartments	262	\$11,508
*Pinecroft Apartments	<u>140</u>	\$12,463
Total	1,148	
Average Income for All Families		\$11,353

***Elderly Housing Exclusion**
****Fewer than 100 units exclusion**

The Established Income Range (EIR) is 85% to 115% of the PHA public housing income for the covered development:

<u>Complexes</u>	<u>Avg. Income For All Families</u>	<u>85% Test</u>	<u>Avg. Income For Complex</u>	<u>115% Test</u>
Marshall Courts	11,353	9,650	10,241	13,056
Ridley Place	11,353	9,650	9,644	13,056
Aqueduct	11,353	9,650	11,508	13,056

Analysis of Average Income Over & Under the Established Income Range:

Analysis of Average Income Outside the Established Income Range:

Contributing factor to EIR properties:

	<u>TANF</u>	<u>% of Family with Earned Income</u>	<u>Social Security/SSI</u>
Marshall Courts	8%	54%	34%
Ridley Place	8%	30%	20%
Aqueduct	14%	26%	19%

Under the EIR

1. John H. Ridley Place was built in 1952.
2. Of the family members with income in John H. Ridley Place, 20% receive SSI/SS, 8% receive TANF and 54% have family members with Earned Income. Many of the major industries are not located in or near the Southeast complexes (i.e. Canon, AAFES, IBEX Global, KINYO, VA Inc. and HIGHLINER FOODS, Inc.).
3. Some families want to live in the Southeast complexes in order to obtain vocational skills, job skills, and training at the Family Investment Center (FIC). The FIC is in walking distance for families. In addition, a large daycare center is in walking distance for families residing in the Southeast complexes. Upon completion of training or increasing job skills, the families are able to increase their income.
4. Some families choose to move to the Southeast complexes based on NNRHA provided utilities. These families may have an outstanding balance with the local utility companies and cannot afford to turn utilities on in their name in the North End complexes. The North End complexes have tenant paid utilities.

Summary

This analysis was prepared with data as of December 21, 2020. We feel that income data and characteristics are sufficiently explained by these circumstances for the covered development and supports the goals of deconcentration of poverty and income mixing. In addition, we will review this data annually along with the Occupancy Policy as part of the planning process to further fair housing.

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

See attached.

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

The Minimum Rent shall be \$50 per month.

Flat Rents

Effective January 1, 2021, we set our flat rents no lower than 80% of the Department of Housing and Urban Development established fair market rent (FMR) in their area by bedroom size. In cases where following this formula causes flat rents to exceed 135% of the existing flat rent, the amount must be phased in to ensure that families do not experience a rent increase of more than 35% annually. The effected families' rents will change at their

next income re-examination. Families still have the option of selecting the Income Based Rent, which in some cases may be lower. In addition, in some cases, the new Flat rent may be phased in by \$50 quarterly until the new rent amount is achieved.

Annual Update of Flat Rents

NNRHA shall review the Fair Market Rent annually and adjust the Flat rents as needed.

Flat rents may either be increased or decreased based on the FMR schedule as described above.

When a resident chooses Flat rent, his/her rent shall be adjusted only at the next regular reexamination/ recertification rather than at the point the Flat rent may change.

Flat Rents will be adjusted by the tenant paid utility allowances.

Choice of Rent

Once each year, beginning with admission, each family is offered a choice between paying the income-based rent and the Flat rent applicable to the unit they will be occupying.

Because of the way the Federal law is written, choice of Flat rent may only be offered at admission and annual reexamination. NNRHA shall use HUD's definition of Annual Income

The Minimum Rent shall be \$50 per month.

Payment Standards

The Housing Choice Voucher Payment standard is used to calculate the housing assistance payment for families participating in the Section 8 program and is the maximum monthly assistance payment allowable. In accordance with HUD regulations, and at the Housing Authority's (HA) discretion, the Voucher Payment Standard amount may be set by the HA between 90 percent and 110 percent of the HUD published Fair Market Rent (FMR). FMRs are gross housing cost estimates established by HUD for a metropolitan area that include both shelter rent paid by the tenant to the landlord and the cost of tenant paid utilities. The HA reviews the appropriateness of the Payment Standard annually when the new FMR is published and adopts a payment standard for our jurisdiction. This schedule is a component of our Agency Plan. The most recent Payment Standard was approved by the Board of Commissioners effective January 2021.

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. (24 CFR §903.7(e))

The Lease Agreement is a legal binding contract between the tenants and landlord (NNRHA). The Lease Agreement contains all rules, regulations, rights and obligations of both the tenant and landlord regarding the use and occupancy of the dwelling unit and premises. The primary covenants and agreement of both parties include:

1. Lease Term and Renewal
2. Payments Due Under the Lease
3. Security Deposit
4. Utilities
5. Charges
6. Penalties
7. Redetermination of rent, dwelling size and eligibility
8. Tenant Obligations

The Tenant agrees to permit his or her apartment to be treated from time to time for control of pests. Pest control is performed semi-annually in each apartment.

9. Landlord Obligations
10. Inspections
11. Legal Notices
12. Accommodation of Persons with Disabilities
13. Termination of the Lease
14. Grievance Procedure
15. Cost of Legal Proceedings
16. Modifications
17. Failure to enforce the lease

Below are programs provided to our residents:

1. GED
2. Employability Workshops
3. Job Placement Assistance
4. Transportation
5. Self-Paced Typing
6. College Scholarship Opportunities
7. Volunteer Income Tax Assistance (VITA)
8. Crime Prevention Programs
9. Community Leadership Support
10. Special Needs Assessments
11. Enrichment Programs
12. Financial Literacy Workshops
13. Senior Citizens Programs
14. Job Training/Job Readiness Skills
15. Computer Education
16. Homeownership Counseling

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

The grievance procedure has been established to provide guidelines for management and tenants in the just and effective settlement of grievances. It shall encompass all individual grievances between the tenant and the Authority. Excluded from the procedure is any grievance concerning an eviction or termination of tenancy based upon the tenant's creation or maintenance of a threat to the health and safety of other tenants or management employees.

The grievance procedure includes a list of definitions for all parties, the procedure to obtain an informal hearing, scheduling of the hearing, procedures governing the hearing decision of the hearing panel, if necessary (Lease Termination) action, and the decision of the hearing officer. The grievance procedure is posted in all rental offices.

The Newport News Redevelopment and Housing Authority will do the following as it relates to grievances or appeals: All grievances or appeals arising under the lease shall be processed and resolved pursuant to the Grievance Procedure which is in effect at the time such grievance or appeal arises. The policy is posted in the rental office and incorporated herein by reference. The hearing officer shall be an employee whose duties and responsibilities are not involved in the grievance. In the case of a three member panel, one is selected from NNRHA, a second member from one of the resident councils and a third will be an independent party selected by the Hearing Officer. The Hearing Officer chairs the appeal but does not vote in the process.

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

NNRHA Homeownership Assistance Programs

NNRHA offers affordable newly constructed and renovated homes for income eligible purchasers under the HOMEBuilder and HOMEPlace Programs. NNRHA also administers the citywide, down payment assistance program for first-time homebuyers. These Homeownership Assistance Programs are funded through the Community Development Block Grant (CDBG) and HOME Investments Partnerships Program (HOME). These programs are designed to provide assistance to eligible home buyers in purchasing homes within the municipal limits of Newport News to occupy as their primary residence. Eligible applicants must meet income guidelines as set by HUD, attend an 8-hour homebuyer's education class, and demonstrate the ability to obtain a mortgage (additional restrictions may apply).

In May 2019, the U.S. Department of Housing and Urban Development (HUD) awarded a \$30 million Choice Neighborhoods Implementation Grant for revitalization projects in the Marshall-Ridley Choice Neighborhood. Newport News was one of four cities in the county to receive the grant, which helps to revitalize distressed neighborhoods and strengthen economic development in the community. These funds will be leveraged with public and private investments to undertake a comprehensive transformation of the Ridley Place community and address the challenges in the surrounding neighborhood. In working with residents of the Ridley Circle as well as residents within the neighborhood, one of the primary housing goals of the transformation of this area is to increase the rate of homeownership in the neighborhood. As identified in the application, the Authority intends to develop new homeownership units within the CNI neighborhood over several phases. Additional information on CNI can be found at <https://www.nnva.gov/2255/Choice-Neighborhoods-Initiative>

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)) A description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS. (24 CFR §903.7(l))

REQUIREMENTS OF THE PROGRAM

1. Each non-exempt adult in a family paying at least the minimum rent must contribute and document some combination of 8 hours per month of Community service or self sufficiency activity.
2. The 8 hours per month may be either volunteer work or self sufficiency program activity or a combination of the two.
3. The required community service or self-sufficiency activity may be completed at 8 hours each month or may be aggregated across a year. Any blocking of hours is acceptable as long as 96 hours is completed by each annual certification.
4. Activities must be performed within the neighborhood and not outside the jurisdictional area of the NNRHA. The exception to this rule would be adults who are enrolled in full-time higher education or vocational training. Their hours of education would count toward the requirement.
5. Family obligations
 - a. At lease execution or re-examination after the effective date of this policy, all adult members (18 or older) of a public housing resident family must
 - 1 provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
 - 2 sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in termination of their lease.
 - b. Once each month non-exempt family members must present a completed documentation form (provided NNRHA) of activities performed over the previous month to the Service Connector.

HUD has published [Notice PIH 2015-12](#) on "Administering the Community Service and Self-Sufficiency Requirement (CSSR)." The notice, which replaces [Notice PIH 2009-48](#) this notice expands exemption.

Exempt Residents:

The NNRHA determines if an individual is exempt from the CSSR and the documentation needed to support the exemption. Exemptions for adult residents, as codified at 24 CFR 960.601, include persons who are:

A. 62 years or older;

B. 1) Blind or disabled, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. Section 416(i)(1); Section 1382c), and who certify that, because of this disability, she or he is unable to comply with the service provisions of this subpart, or
2) Is a primary caretaker of an individual as listed above

C. Engaged in work activities (see Notice PIH 2003-17 (HA)). In order for an individual to be exempt from the CSSR requirement because he/she is “engaged in work activities,” the person must be participating in an activity that meets one of the following definitions of “work activity” contained in Section 407(d) of the Social Security Act (42 U.S.C. Section 607(d)):

1. Unsubsidized employment;
2. Subsidized private-sector employment;
3. Subsidized public-sector employment;
4. Work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
5. On-the-job-training;
6. Job-search;
7. Community service programs;
8. Vocational educational training (not to exceed 12 months with respect to any individual);
9. Job-skills training directly related to employment;
10. Education directly related to employment in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency;
11. Satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalency, in the case of a recipient who has not completed secondary school or received such a certificate;

D. Able to meet requirements under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. Section 601 et seq.) or under any other welfare program of the State in which PHA is located including a State-administered Welfare-to-Work program; or,

E. A member of a family receiving assistance, benefits, or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. Section 601 et seq.), or under any other welfare program of the State in which the PHA is located, including a State-administered Welfare-to-Work program, and has not been found by the State or other administering entity to be in noncompliance with such a program

The notice expands the exemption from the CSSR for “a member of a family receiving assistance, benefits, or services under a state program funded under part A of title IV of the Social Security Act (42 U.S.C. Section 601 et seq.), or under any other welfare program of the state in which the PHA is located, including a state-administered welfare-to-work program, and has not been found by the state or other administering entity to be in noncompliance with such a program.

HUD has determined that the Supplemental Nutrition Assistance Program (SNAP) qualifies as a welfare program of the state. Therefore, if a tenant is a member of family receiving assistance under SNAP, and has been found by the administering state to be in compliance with the program requirements, that tenant is exempt from the CSSR.

To help PHAs determine whether a person should be exempt under this requirement, NNRHA will consider the following:

- 1) The person must be part of the family that is receiving assistance (i.e. part of the family as defined by the state welfare administrator) under this provision;
- 2) The person must be determined by the state agency to be in compliance with the program requirements.

If a person meets these two requirements, then they are exempt under this provision. If not, the person is not exempt from the CSSR under this provision.

College students, whether part-time or full-time, are not automatically exempted from the community service and self-sufficiency requirement (CSSR). However, as described in [Notice PIH2015-12](#) (and in the HUD regulations at 24 Code of Federal Regulations [960 Subpart F](#)), students may be complying with the CSSR by performing self-sufficiency activities.

Under the CSSR, non-exempt adult residents must perform 8 hours per month of community service activities **or** self-sufficiency activities (or a combination of both). A list of eligible self-sufficiency activities contained in Notice PIH 2015-12 includes “higher education (community college or college).” College students are meeting the CSSR requirement as long as their educational activities total at least 96 hours per year. A student would not need to be enrolled full-time to be in compliance with the CSSR.

Students who are meeting the CSSR requirement through self-sufficiency activities should be coded as “in compliance” in field 3q of Form HUD-50058 (code 1). They should not be coded as exempt from the requirement.

1. At each annual re-examination, non-exempt family members must present a completed documentation form (provided by NNRHA) of activities performed over the previous twelve months. Both forms will include places for signatures of supervisors, instructors, or counselors and the Service Connector certifying to the number of hours contributed each month by month. Additional supporting documentation may be requested of the resident to verify CSSR participation or exempt status. Copies of the certification forms and supporting documentation must be retained in the NNRHA files.
6. Change in exempt status:
 - a. If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to NNRHA and provide documentation of such.

- b. If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to NNRHA and the property manager.
- c. The Service Connector will provide the person with the Recording/Certification documentation form and a list of agencies in the neighborhood that provide volunteer and/or training opportunities.

NNRHA OBLIGATIONS

1. To the greatest extent possible and practicable, NNRHA and its property managers will
 - a. provide names and contacts at agencies that can provide opportunities for residents, including those with disabilities, to fulfill their Community Service/Self Sufficiency obligations;
 - b. include a disabled person who is otherwise able to be gainfully employed, since such an individual is not exempt from the Community Service requirement; and provide referrals for volunteer work or self sufficiency programs.
2. The property manager will provide the family with exemption verification forms and Recording/ Certification documentation forms and a copy of this policy at initial application and at lease execution.
3. NNRHA will make the final determination as to whether or not a family member is exempt from the Community Service/Self Sufficiency requirement. Residents may use NNRHA's Grievance Procedure if they disagree with NNRHA's determination. Non compliant Residents: PHAs may not evict a family due to CSSR non-compliance. However, if NNRHA finds a tenant is non-compliant with CSSR, then the NNRHA must provide written notification to the tenant of the noncompliance which must include: A). A brief description of the finding of non-compliance with CSSR. B). A statement that the NNRHA will not renew the lease at the end of the current 12-month lease term unless the tenant enters into a written work-out agreement with the NNRHA or the family provides written assurance that is satisfactory to the NNRHA explaining that the tenant or other noncompliant resident no longer resides in the unit. Such written work-out agreement must include the means through which a noncompliant family member will comply with the CSSR requirement.

Enforcement Documentation: Should a family member refuse to sign a written work-out agreement, or fail to comply with the terms of the work-out agreement, PHAs are required to initiate termination of tenancy proceedings at the end of the current 12-month lease due to the fact that the family is failing to comply with lease requirements. When initiating termination of tenancy proceedings, the NNRHA will provide the following procedural safeguards: A. Adequate notice to the tenant of the grounds for terminating the tenancy and for non-renewal of the lease; B. Right of the tenant to be represented by counsel; C. Opportunity for the tenant to refute the evidence presented by the PHA, including the right to confront and cross-examine witnesses and present any affirmative legal or equitable defense which the tenant may have; and, D. A decision on the merits.

Safety and Crime Prevention. Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

The Newport News Redevelopment and Housing Authority has an active plan for safety and crime prevention measures to ensure the safety of public housing residents. Crime prevention is addressed utilizing a community policing and partnership approach throughout all of our communities. Our partnership relationships include the Newport News Police Department, Newport News Commonwealth Attorney's Office, residents and citizens of our communities as well as local, State and Federal law enforcement organizations.

We currently partner with the Police Department in a program that has off-duty police officers in our communities to serve as a deterrent for possible criminal activities. These officers work closely with the Safety & Security Office and AMP Managers to identify problem areas and then address and deal with those problems. This program has proven extremely successful.

We have access to quarterly statistical reports from the Police Department which gives figures for arrests, reported offenses and calls for service within the Housing Authority communities. The Safety & Security Office also has access to the Newport News Police Department's Criminal Justice Information System which allows us to track crimes that have been committed throughout the city on a daily basis to see if they have occurred on our properties. We utilize "Hot Spot" cards, a Fraud Waste and Abuse hotline, and we provide a drop box for residents and employees to share information to us anonymously regarding crimes or illegal activities on our properties. Additionally, we have installed a camera system at Marshall Courts that ties into the Police Department which provides an additional crime fighting and investigative tool.

Annually, all resident council presidents are provided with a copy of our VAWA Policy. In addition, each year in partnership with Transitions Family Violence Services and the Newport News Commonwealth Attorney's Office – Advocate Victims Unit, we hold a Domestic Violence Workshop to educate tenants and staff on domestic violence and how it negatively impacts the lives of those in the community. (See attached VAWA Policy)

We continue to look for ways to enhance safety and security in our communities through education, training, updating equipment and demonstrating to our residents our safety focus.

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

The purpose of the pet policy is to establish the Authority's policy and procedures governing the ownership of common household pets in public housing units. This policy explains the criteria on the keeping of pets and establishes reasonable rules governing their care. The pet policy includes the following sections:

1. Registration of Pets
2. Animals that assist persons with disabilities plus addendum on subject matter

3. Type of Pets
4. Pet deposit
5. Noise
6. Resident Responsibilities
7. Pet Care
8. Inspections
9. Pet removal

The pet policy does not apply to service animals, support, or therapy animals that are used to assist persons with disabilities.

Asset Management. State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

The NNRHA Executive Staff reviews its operating income and expense statements with property staff on an on-going basis to address variations to the operating budget. Expenses are monitored and adjustments made as necessary. Capital needs, rehabilitation and modernization will be addressed utilizing the annual Capital Grant and 5 Year Plan priorities. The Rental Assistance Demonstration program will assist with comprehensive capital needs through a combination of 4% and 9% Low Income Housing Tax Credit equity, operating reserves and accumulated Replacement Housing Factor funds as eligible.

In addition, Physical Needs Assessments (PNA) will be prepared and used as a tool to guide all capital and rehabilitation needs.

The PNA review will also inform the need to consider demolition/disposition and reconstruction as a method to ensure assets are viable and meet the needs of our residents.

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

- (1) NNRHA must ensure consistency with the Consolidated Plan of the jurisdiction;
- (2) Meet with each Resident Council or Resident Advisory Board;
- (3) NNRHA must provide a review of the amendments/modifications to the public during a 45 day public review period;
- (4) A notice will be placed in the local newspaper – Daily Press and we will use other newspapers such as Tidewater Hispanic and the Korean Post to meet our Fair Housing/LEP requirements. The notice will include the date, time and location of the Board of Commissioners meeting.
- (5) NNRHA will not adopt the amendment or modification until the Board of Commissioners vote in a meeting open to the public.

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

Standard deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals and objectives, or plans of the agency and which require the formal approval of the Board of Commissioners. Proposed demolition, disposition, homeownership, Capital Fund Financing development, Rental Assistance Demonstration, or mixed finance proposals are considered by HUD to be significant amendments to the CFP 5 Year Action Plan. In addition, in conjunction with this amendment and in consideration of future RAD conversions NNRHA has examined its definition of “Substantial Deviation” in Section 10 of the Five Year Plan and has excluded the following items:

1. The decision to convert to either Project Based Assistance or Project Based Rental Assistance (PBRA).
2. Changes to the Capital Fund Budget produced as a result of each approved RAD conversion.
3. Changes to the construction and rehabilitation plan for each approved RAD conversion.
4. Changes to the financing structure for each approved RAD conversion.

A copy of the revised Significant Amendment and Substantial Deviation Modification is attached.

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

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

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

In June 2016, the City of Newport News and the Newport News Redevelopment and Housing Authority were awarded a \$500,000 Choice Neighborhoods Initiative Grant from HUD to plan for the revitalization and transformation of a portion of the Southeast Community. This planning grant enabled the City and Authority to plan a comprehensive approach to address neighborhoods and distressed public or HUD-assisted housing to transform the neighborhood. The program is designed to facilitate improvements in neighborhood assets, housing, services and schools. Authority-owned property located in the targeted area includes Ridley, Spratley, Lassiter and a portion of Marshall as well as the vacant 35 acre parcel which was the former Dickerson Courts and Harbor Homes Apartments.

In May 2019, HUD awarded a \$30 million Choice Neighborhoods Implementation Grant for revitalization projects in the Marshall-Ridley Choice Neighborhood. These funds will be leveraged with public and private investments to undertake a comprehensive transformation of the Ridley Place community and address the challenges in the surrounding neighborhood. This involves the demolition of the Ridley public housing property.

Since the award of the implementation grant, NNRHA and the City of Newport News have been working with citizens, public and private agencies and organizations to refine the CNI Transformation Plan that was adopted by the Newport News City Council in June of 2018 and submitted to and accepted by HUD in July 2018.

NNRHA and its development partner, Pennrose, LLC, have begun planning site improvements and building design and have conducted community input sessions. The CNI transformation plan calls for the development of approximately 480 new mixed-income rental housing units to be developed over five phases. The first phase of housing, which will be constructed in the 2700 and 2800 blocks of Jefferson Avenue, has been awarded funding and will begin construction in early 2021. The second and third phases of CNI housing development will be constructed on the Ridley Place site.

Funding will come from multiple sources, with most of the financial support for the housing development coming from the low-income housing tax credit (LIHTC) program.

Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at:

<http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

To date, NNRHA converted five (5) public housing properties, for a total of 408 rental units, under HUD’s Rental Assistance Demonstration Program. This program allows public housing properties to convert to long-term Section 8 rental assistance contracts to preserve the nation’s affordable rental housing stock. The properties include:

1	Cypress Terrace Apartments	VA003000310	82
2	Oyster Point Apartments	VA003000310	96
3	Brighton Apartments	VA003000310	100
4	Orcutt III Townhomes Apartments	VA003000326	30
5	Lassiter Courts	VA003000317	100
Total			408

Spratley House (VA003000321): In November 2018, issued a Commitment to Enter into a Housing Assistance Payments Contract (CHAP) award related to NNRHA’s inclusion of this project in the Rental Assistance Demonstration program. NNRHA will be converting this project based on rental assistance under PIH Notice 2019-23, Rev 4 and any successor Notices. Upon conversion to Project Based Rental Assistance the Authority will adopt resident rights, participation, waiting list, and grievance procedures listed in Section 1.7 of H2019-23/PIH 2019-23, Rev – 4, and PIH H-2016-17/PIH -2016-17.

In conjunction with the Spratley House RAD conversion, NNRHA’s Capital Fund Budget will be reduced by the pro-rata share (\$56,077) of annual NNRHA capital funding attributed to the Spratley House Public Housing Development converted via RAD and that NNRHA may borrow funds to address their capital needs. In addition, for the Spratley House Project RAD conversion NNRHA will be contributing Operating Reserves in the approximate amount of \$500,000, and Replacement Housing Factor funds in the amount of \$100,000. These amounts will be leveraged with other federal and state program funds allowed by the RAD Program. The conversion is subject to the approval of RAD conversion and receipt of public and private sources of funds.

In early 2021, NNRHA plan to submit an application to HUD for the conversions of Orcutt Townhomes I (VA003000325 - 40 units) and Ashe Manor (VA003000324 - 50 units) under the RAD program. The successful conversion of these properties is dependent on several factors such as the feasibility of these projects and NNRHA’s access to private sources of capital and to borrow funds to repair and preserve its affordable housing assets.

As part of the Choice Neighborhoods Initiative (CNI) Transformation Plan, Ridley Place (VA003000304) will be redeveloped over several phases with hard replacement units onsite as well as some units replaced as tenant based or project based vouchers. The CNI transformation plan will govern the mix of the 259 replacement units.

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA’s last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at:

http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

NNRHA plans to submit the following demolition/disposition application to HUD (pursuant to Section 24 and/or 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) in the plan Fiscal Year.

Ridley Place Apartments VA003000304

As a part of the HUD Choice Neighborhood Initiative, NNRHA plans to demolish the Ridley Place Apartments under Section 24 of the U.S. Housing Act of 1937.

Marshall Courts VA003000302

Number of Units Proposed for demolition/disposition: Up to 87 of the 347 (To date a total of 260 of the 347 apartments units have been renovated or are underway. Some of the demolition actions indicated above may be further evaluated to determine if a demolition or rehabilitation would be more advantageous.) A Section 18 application will be prepared and submitted to HUD.

NNRHA may consider conversion of existing developments to Project-Based Vouchers under Rental Assistance Demonstration (RAD).

NNRHA reserves the right to submit additional demolition and/or disposition applications for any development, subject to Board and HUD's approval, including but not limited to emergency projects, such as demolition of unsafe structures, as may become necessary.

In October 2019, the Authority issued a Request for Proposals (RFP) for the sale and development of 1511 Harbor Lane and 520 21st Street to support the advancement of economic development and job creation initiatives within the southeast community and the Marshall-Ridley Choice Neighborhood. In June 2020, the NNRHA Board of Commissioners (BOC) designated S23 Holdings, LLC (Developer) as the preferred developer for an approximately a 17-acre portion of 1511 Harbor Lane which is expected to result in significant capital investment and job creation through the creation of a ship repair and fabrication facility. To facilitate the proposed project, the Economic Development Authority of the City of Newport News (EDA) who will negotiate and enter into a purchase and sale agreement with the selected Developer. The EDA will also facilitate commercial development on the remaining approximately 3.3-acre portion of 1511 Harbor Lane along the Jefferson Avenue corridor. The sale proceeds will be used to pay for eligible costs of disposition, such as appraisal and environmental expenses, with the primary use of proceeds for development under Choice Neighborhood Initiatives. The sale of 1511 Harbor Lane to the EDA is included in the approved 2019 PHA Plan. In November 2020, the Authority submitted an application to HUD requesting approval of the disposition and sale of 1511 Harbor Lane and to release and remove any HUD restrictions. The disposition is pending HUD approval of the Section 18 Disposition Application.

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

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

As noted above, in 2013, The Authority submitted a portfolio application for nine (9) of its public housing properties to HUD for the Rental Assistance Demonstration (RAD) Program. The Oyster Point, Brighton, Cypress Terrace, Orcutt Townhomes III and Lassiter Courts have been converted to project-based assistance under RAD.

In August 2017, the Authority resubmitted its intent to convert Ridley Place (VA003000304) -259 units and Spratley House (VA003000321) under the RAD program. In November 2018, HUD approved the Spratley application for conversion of assistance and issued a Commitment to Enter into a Housing Assistance Payments Contract (CHAP) award. In May 2019, NNRHA was awarded low income housing tax credits, Federal Home Loan Bank grant, as well as other leveraged funding for this project.

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.503) (24 CFR 903.7(b))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.505) (24 CFR 903.7(b))

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

NNRHA has implemented Non-Smoking Policies in all of our public housing complexes and administrative offices as of July 1, 2018.

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. (24 CFR §903.7(b))

In December 2020, in accordance with 24 CFR 983.6(d), we requested permission to project base no more than 30 vouchers through using Request for Proposals.

NNRHA received approval from the Department of Housing and Urban Development to use project based vouchers within our 20% limit of budget authority. The Department of Housing and Urban Development (HUD) requires that we provide them with a subsidy layering review and environmental review reports for their approval before we enter into a Housing Assistance Payment contract. The subsidy layering review is intended to prevent excessive public assistance from other local, state and federal housing agencies. Project based vouchers help promote deconcentration of poverty and provides alternate affordable housing opportunities for families in Newport News.

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR §990.145(a)(1).

The Authority will continue ongoing renovations of residential units at Marshall Courts. The renovations include removal of mansard roofing and exterior renovations, new windows and exterior doors, new lighting (interior and exterior) the construction of new porches, stoops and roofs, removal and replacement of plumbing fixtures and water heaters, replacement of HVAC equipment, renovations to the kitchens including new cabinets and appliances, new flooring throughout the units, renovated bathrooms. The units undergoing renovations must be vacant to perform the work. This work has been approved in previous HUD approved PHA Annual plans.

Aqueduct Apartments – NNRHA plans to undertake the renovations of the Aqueduct Apartments as well as the Community Center. The work includes kitchen and bathroom upgrades, new flooring.

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

The Authority intends to apply for funding under the Capital Fund Emergency Safety and Security Grant for FY2020-21 to address safety and security threats that pose a risk to the health and safety of public housing residents due to violent crimes or property related crimes within any of its public housing communities that meet HUD's eligibility requirements.

B.3 Civil Rights Certification. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

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

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

I. Housing Management

The Authority currently has 1,148 units of public housing located throughout the City and administers 2,896 Housing Choice Vouchers (Section 8).

Housing activities in 2020 included:

- o Three hundred thirty (330) new Housing Choice Voucher (HCV) (Section 8) participants received vouchers.
- o Seventy one (71) new families leased a public housing unit in 2020.
- o The public housing lease rate for the year was 98.30%.
- o There were 425 public housing applications and 678 Section 8 applications processed in 2020.
- o The Authority's Maintenance Department completed 9,774 work orders in 2020.
- o On December 31, 2020 there were 1,364 families on the Section 8 and Public Housing waiting lists.
- o NNRHA was awarded 12 Foster Youth to Independence Vouchers to assist young people aging out of Foster Care. Received and leased up all 12.
- o In September 2020, we received 33 additional Mainstream Vouchers.

- o The Lift & Connect Resource Center in Newport News, VA was designated an EnVision Center demonstration site. The site aligns with the EnVision Center goal to empower households towards self-sufficiency and will provide our community with support in the four pillars: Economic Empowerment, Educational Advancement, Health and Wellness, and Character and Leadership.
- o The VA Fair Housing Law has been amended to include the following Protected Classes. They are included in all marketing materials, advertisements, policy documents and our website:
 1. Race
 2. Color
 3. Religion
 4. National Origin
 5. Sex
 6. Elderliness
 7. Familial Status
 8. Disability
 9. Source of Funds
 10. Sexual Orientation
 11. Gender Identity
 12. Veteran Status

Total Affordable Housing Inventory by Type:

<u>Name</u>	<u>#of Units</u>	<u>Type</u>
Lassiter Courts 811 C Taylor Avenue Newport News, VA 23607	100	LIHTC-RAD
John H. Ridley Place 811 C Taylor Avenue Newport News, VA 23607	259	Public Housing
Marshall Courts 741 34 th Street Newport News, VA 23607	347	Public Housing
*Oyster Point 550 Blue Point Terrace Newport News, VA 23602	96	LIHTC-RAD
<u>Name</u>	<u>#of Units</u>	<u>Type</u>
Aqueduct 13244 Aqueduct Drive Newport News, VA 23602	262	Public Housing
*Cypress Terrace 25 Teardrop Lane Newport News, VA 23608	82	LIHTC-RAD
Pinecroft 75 Wellesley Drive Newport News, VA 23606	140	Public Housing
*Brighton 810 Brighton Lane #93 Newport News, VA 23602	100	LIHTC-RAD
Spratley House 651 25 th Street Newport News, VA 23067	50	Proposed LIHTC-RAD
*Ashe Manor 900 36 th Street Newport News, VA 23607	50	LIHTC
*Orcutt Townhomes I 900 36 th Street Newport News, VA 23607	40	LIHTC
*Orcutt Townhomes III 900 36 th Street Newport News, VA 23607	30	LIHTC-RAD

*Great Oak 1 Great Oak Circle A-33 Newport News, VA 23606	143	LIHTC
*Lofts on Jefferson c/o Newport News Redevelopment and Housing Authority P. O. Box 797 Newport News, VA 23607	14	VHDA Reach Loan
*Jefferson Brookville 2501 Jefferson Avenue Newport News, VA 23607	<u>50</u>	LIHTC-RAD Permanent Loan
Total	1763	

*Financed by Virginia Housing Development Authority

II. Community Services

The Authority provides a number of services and programs for its residents. Program accomplishments and related awards are listed below.

The NNRHA Scholarship Program generated \$29,254.08 for scholarships and financial aid assistance for residents living in public housing and housing choice voucher clients. A total of 14 individuals, 4 graduating high school students and 10 adults, received scholarships to continue their education.

The Family Self Sufficiency (FSS) programs enrolled twenty two (22) (Public Housing and HCV) new participants during the year. A total of three (3) participants purchased homes (Housing Choice Voucher and Public Housing). A total of 5 graduated from the FSS Program with goals other than Homeownership.

Voting Assistance - Senior residents in housing communities were assisted with getting voting rights restored, registering to vote, completing mail in ballot requests and with completing mail in ballots for the 2020 presidential election.

Community Resources coordinated with local churches to provide Thanksgiving 186 hot meals to seniors and disabled residents at Ashe Manor, Spratley House, and Pineroft Apartments and Great Oak Apartments. Meals were served in pre-packed containers and safely delivered door to door.

During 2020, Community Resources assisted senior and disabled residents 110 times with applying for or maintaining benefits, 107 times with coordinating health care services and 33 times with addressing mental health needs. Residents were also assisted with applying for unemployment and getting the stimulus check if they did not receive it.

Medicare enrollment sessions were provided to educate senior residents on the different insurance options. Serve the City, Newport News Library, Virginia Cooperative Extension, Scott Center, and local churches safely provided various education and social engagement activities.

COVID-19 Response

World Central Kitchen partnered with the NNRHA to provide lunches to approximately 380 seniors and disabled residents. Staff from housing and community resources have distributed healthy meals Monday through Friday to residents at Ashe Manor, Spratley House, Great Oak Apartments and Pineroft Apartments. This feeding project has kept NNRHA staff connected to this vulnerable population. Lunches were provided from April – 1st week in July and again from October – December.

In May, 2020, The Newport News Redevelopment and Housing Authority partnered with the United Way of the Virginia Peninsula (UWVP) to distribute toilet paper to 333 households in senior communities. UWVP donated 25 cases of toilet paper which was the equivalent of 1,200 rolls.

Foodbank of the Virginia Peninsula has partnered with NNRHA/Community Resources to provide approximately 700 emergency food boxes since June, 2020 to senior communities.

During 2020, Jencare, InnovAge/PACE, and the Newport News Fire Department partnered with Community Resources to provided approximately 785 bags of PPE supplies and household cleaning supplies for distribution to the senior residents of Ashe Manor, Spratley House, Great Oak Apartments and Pineroft Apartments.

Please see FIC 2020 data below: 2020 numbers and activities were sufficiently low due to the pandemic

Fifteen (15) received one-on-one job assistance through NNRHA's Family Investment Center (FIC). FIC partners with Virginia Career Works Community Outreach Lab to provide job-readiness opportunities to public housing and housing choice voucher residents in need of resume' writing, employment workshops, interviewing skills, job lead assistance, financial literacy, higher education and homeownership. Five (5) residents gained employment.

The Authority's Volunteer Tax Assistance (VITA) program efiled fifty-one (51) returns and three (3) paper returns. The total amount in Federal returns generated was \$91,833, Earned Income Tax Credits \$40,183 and Commonwealth of Virginia refunded \$12,356 .

Workforce Development :

Care Advantage facilitated a hiring event at the Family Investment Center. Residents gained valuable information on employment opportunities and how to apply for free Certified Medical Assistance training.

Residents of Aqueduct, Marshall Courts, Ridley Place and Orcutt receiving TANF benefits were recruited for FREE Training Opportunities at Thomas Nelson Community College. Distance Learning Courses in Pharmacy Technician, Certified Administrative Assistant and Information Technology Bootcamp were offered. Twenty (20) residents were referred.

Resident Engagement:

NNRHA in partnership with the American Red Cross and Southeastern Virginia Health Services hosted its eighth annual Go Red For Women. The event included a Go Red Fashion Show with models stating what "healthy heart" meant to them. Southeastern Virginia Health Services educated the audience on the importance of knowing the warning signs and preventive measures of heart disease. They also performed health screenings at the event.

NNRHA participated in the HUD FLUlead pilot project to educate and encourage residents of the importance and impact of taking the influenza vaccine. NNRHA partnered with the Peninsula Health District to facilitate Flu Clinics at Pincroft and Aqueduct housing communities. Nine (9) residents received the vaccine.

Two Hundred and Forty- Eight (248) NNRHA school aged children received back to school supplies sponsored by the Downtown Newport News Merchants & Neighbors Association, Inc.

The Kappa IOTA Chapter of OMEGA Psi Phi provided twenty-two (22) Ridley Place and Marshall Courts families with Thanksgiving Food Baskets and thirty (30) residents with Christmas Food Baskets.

The families of Delegate Marcia Scott and Congressman Bobby Scott sponsored a NNRHA family through the Adopt A Family program to provide Christmas gifts, new clothing and gift cards to a family in need.

NNRHA in partnership with the YMCA's Bright Beginnings program provided ten (10) Ridley Place school aged children with book bags filled with back to school supplies and back to school clothing. Community Resources and YMCA staff members shopped at the Newport News Target and the clothing were delivered to the residents by staff.

Community Engagement:

NNRHA's Family Investment Center participated in the Hampton Roads Community Action Program (HRCAP) "Driving Healthy Lifestyles" by offering FREE tax preparations to the community, NNRHA Public Housing & Housing Choice Voucher clients. Other resources included, FREE credit reports, information on homeownership and financial literacy.

NNRHA's Family Investment Center participated in the Hampton Roads Community Action Program (HRCAP) Family Services food distribution sponsored by the Peninsula Food Bank. Food was distributed within Ridley Place and surrounding communities.

NNRHA's Family Investment Center served on the Hampton Roads Community Action Program (HRCAP) Community Builders Awards planning committee to raise funding for their many programs such as Project Discovery, Domestic Violence, Homeownership, Veterans Program and HeadStart. Deserving citizens were also recognized for their contributions in the community during a drive by awards ceremony due to COVID-19.

Due to COVID -19 the following programs did not occur: Career Expo, STEP, Domestic Violence, WAA, KOHLS, Coat Drive, HUD strong families, Shop Til You Drop.

III. Community Development and Capital Improvements

- Since 2016, the Authority converted five (5) of its public housing communities (Oyster Point, Brighton, Cypress Terrace, Orcutt Townhomes III, and Lassiter Courts), under the Rental Assistance Demonstration (RAD) program. A total of 408 residential units have been converted.
- In October 2018, the Authority began a comprehensive renovation of the Lassiter Courts apartments. NNRHA is undertaking, via HUD's RAD program, the conversion of the 100 unit apartments and the construction of a new community center. Work is scheduled to be completed in June 2020.
- In May 2019, NNRHA received and allocations of low-income housing tax credits to convert Spratley House, an existing public housing property containing a total of 50 apartment units for seniors, to private ownership using HUD's Rental Assistance Demonstration (RAD) program.
- In early 2019, NNRHA submitted two applications for grant funding for \$500,000 each to the Federal Home Loan Bank for the ongoing Lassiter Courts and a second for the proposed Spratley House Rental Assistance Demonstration (RAD) conversions. Both of these submissions (\$500,000 each) have been approved.
- Completed the Marshall Courts Phase V renovations, which are a continuation of the ongoing comprehensive renovations of this community. This phase included twenty (20) residential apartments. The upgrades include removal of mansard roofing and exterior renovations, new windows and exterior doors, new lighting (interior and exterior), construction of new porches, stoops and roofs, removal, and replacement of plumbing fixtures and water heaters, replacement of HVAC equipment, renovations to the kitchens including new cabinets and appliances, new flooring throughout the units, and renovated bathrooms.
- In late 2020, NNRHA began Marshall Courts Phase VI renovations. This phase involves the renovation of twelve (12) residential four (4) bedroom apartments. Exterior upgrades include new roofing, exterior siding, windows, and doors. Other improvements include LED lighting, (interior and exterior),

new electrical service upgrades and new fixtures. Renovations also include replacing water heaters, kitchen and bathroom fixtures, HVAC equipment, new kitchen cabinets, appliances and new flooring throughout the apartment units.

- In 2019, NNRHA approved the issuance of \$34,780,000 of Multifamily Housing Revenue Bonds to assist two developers in financing a portion of the cost of acquiring, constructing, renovating, rehabilitating, and equipping the multifamily residential rental housing communities. Renovation work associated with those two communities was completed in 2020.
- Multifamily Housing Revenue Bonds in the amount of \$18,000,000 and \$7,500,000 were approved in 2020 to assist two developers that are constructing, acquiring, and renovating multifamily residential rental housing projects.

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

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

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

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

C.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template:

Approved by HUD on October 22, 2019.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 9.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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