

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

**Applicability.** Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

**Definitions.**

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

A.	PHA Information.																																			
A.1	<p> <b>PHA Name:</b> _____ Sonoma County Housing Authority _____ <b>PHA Code:</b> __CA085_____  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): __07/2019  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Housing Choice Vouchers (HCVs)</b> __2875_____  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> <b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed P2875HA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. </p> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a joint Plan and complete table below) </p> <table border="1"> <thead> <tr> <th>Participating PHAs</th><th>PHA Code</th><th>Program(s) in the Consortia</th><th>Program(s) not in the Consortia</th><th>No. of Units in Each Program</th></tr> </thead> <tbody> <tr> <td>Lead HA:</td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
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<b>B.</b>	<b>Annual Plan.</b>
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y   N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>
<b>B.2</b>	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y   N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p>
<b>B.3</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y   N   N/A</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<b>B.4</b>	<p><b>Civil Rights Certification</b></p> <p><a href="#">Form HUD-50077</a>, <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>B.5</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <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>B.6</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p>
<b>B.7</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y   N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

# Instructions for Preparation of Form HUD-50075-HCV

## Annual PHA Plan for HCV Only PHAs

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

- A.1** Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

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

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

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

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

☐ **Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([24 CFR §903.7\(b\)](#))

☐ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

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

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

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

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

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

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

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; or b) any change with regard to homeownership programs. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

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

- B.2 New Activity.** If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark “yes” for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark “no.” ([24 CFR §983.57\(b\)\(1\)](#) and Section 8(13)(C) of the United States Housing Act of 1937.

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

- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(p\)](#))
- B.4 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. ([24 CFR §903.7\(o\)](#))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))
- B.6 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))
- B.7 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

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

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

### **Section B.1. Revision of PHA Plan Elements since its last Annual Plan Submission**

Financial Resources. The PHA was awarded 5 new VASH vouchers and 50 Mainstream Vouchers since the last PHA plan submission. The PHA Plan has been amended to include VASH provisions and a preference for Mainstream Voucher eligibility.

#### **Significant Amendments or Modifications:**

1. The PHA added an allocation of vouchers for a “Move-On” Program. This allocation of vouchers are available on a referral basis for individuals who have successfully participated in a permanent supportive housing program and are ready to move to permanent housing without the associated supportive services.
2. The PHA added an allocation of seven vouchers for a Reentry Pilot Program. This pilot program is aimed to help persons exiting incarceration that have high barriers for reintegration to society. The PHA accepts referrals from a local supportive services agency who is working in concert with the Sonoma County Probation Department to reintegrate this population back into society. Clients referred for this program are those who face extremely high barriers to reintegration. Barriers may include institutionalized behaviors, mental and physical health, or chronic homelessness status. These clients receive referral from the Behavioral Health team at the County Probation Department and work closely with the supportive services agency’s clinical and case management team.
3. The PHA modified its look-back period for criminal convictions from five years to three years.
4. The PHA added program policies for the Veterans Affairs Supportive Housing (VASH) program.
5. The PHA expanded the list of Special Housing Types which may be assisted through rental assistance programs. The Special Housing Types now include Single Room Occupancy and Group Homes.

### **Section B.2. New activities related to Project Based Vouchers in the PHA’s current Fiscal Year.**

Consistent with its five-year plan, in October, 2018, the PHA made 100 vouchers available for Project Basing through a Request for Proposal. The PHA Board of Commissioners approved the award of 93 Project Based Vouchers; 11 are allocated to a new development and 82 are existing units located throughout the county in areas with a poverty concentration of less than 17%. Units are located in Cloverdale, Healdsburg, Unincorporated Sonoma County adjacent to the City of Santa Rosa, the City of Sonoma, and Petaluma. Project-basing these units will create and new affordable housing units and also extend the affordability of a number of units already in use.

### **Section B.6. Report on the progress in meeting the goals and objectives described in the 5 Sonoma County Housing Authority’s (SCHA) Five Year Plan for FY2015-2020.**

**HUD Strategic Goal 1 - Strengthen the Nation's Housing Market to Bolster the Economy and Protect Consumers.**

- A. PHA Goal: Maintain High Performer SEMAP score. The Section 8 Management Assessment Program (SEMAP) enables HUD to identify housing authority capabilities and deficiencies related to the administration of the program. Grading is based on 15 different indicators. The SCHA has continued to be rated a High Performing PHA by HUD. A high score indicates that the PHA is effectively utilizing the Section 8 program to provide decent, safe and affordable housing and qualifies the PHA to apply for and receive additional vouchers as they become available.

PHA Goal: Apply for new vouchers as available. The PHA will apply for new vouchers whenever they are made available. During calendar year 2018, the PHA applied for 155 new special program vouchers and received 55; 50 Mainstream Vouchers and 5 Veterans Affairs Supportive Housing vouchers. These new vouchers will enable the PHA to serve an additional fifty-five low income, vulnerable households. In addition, the PHA applied for, and was awarded, new and renewal Special Needs Assistance Program grants from HUD through the Continuum of Care. These grants provide rental assistance for homeless families, individuals, and youth with disabilities. During calendar year 2018, the PHA partnered with local Federally Qualified Health Care Centers and was awarded a new Continuum of Care grant to provide tenant-based rental assistance to homeless persons with chronic health conditions. Through this grant, permanent housing will be provided to an additional fifteen to twenty households. The PHA has continued its successful partnerships with supportive service agencies through the Continuum of Care and Family Unification programs. These partnerships assist some of the hardest to serve clients, including persons with disabilities, homeless families, senior citizens, victims of domestic violence, former foster youth, and families in the process of reunifying with their children. On average, the PHA assists 3,000 households each month through these various rental assistance programs.

**HUD Strategic Goal 2 - Meet the Need for Quality, Affordable Rental Homes.**

PHA Goal: Expand the supply of affordable housing. The PHA has increased the number of project-based vouchers available in order to both expand and maintain the supply of affordable housing within the jurisdiction. Additionally, the PHA has hired a full-time landlord liaison to reach out to local landlords and expand housing opportunities for PHA clients. A part of the outreach efforts included the identification of specific concerns local landlords have regarding program participants. In response to these concerns, the PHA partnered with a Certified Housing Counseling Agency to develop a tenant education series, Rent Smart. This four week series of classes is designed to give voucher holders tools to be a good tenant and neighbor. The PHA continues to participate in local landlord activities including housing fairs, local property management associations, and

the California Apartment Association. Through these efforts the PHA continues to mitigate misconceptions many landlords have regarding participants of rental assistance programs thereby expanding the supply of units available to voucher holders to in all areas of Sonoma County.

**HUD Strategic Goal 3 - Use Housing as a Platform to Improve Quality of Life.**

- B. PHA Goal: Promote self-sufficiency. The PHA has applied for and received grant funding from HUD for a Family Self-Sufficiency (FSS) Program Coordinator. Additionally, the PHA's FSS program was recently rated "Excellent" on HUD's new FSS Performance Measurement System. During calendar year 2018, three FSS participants graduated from the program and an additional two completed their employment goals. Since the FSS program began in 1993, 166 families have completed the program by meeting their employment goals and 424 families have received assistance through the program.

**HUD Strategic Goal 4 - Build Strong, Resilient, and Inclusive Communities.**

- C. PHA Goal: Ensure equal opportunity and affirmatively further fair housing. The PHA is committed to ensuring equal opportunity and affirmatively furthering fair housing. In order to affirmatively further fair housing and ensure that all applicants on the PHA's waitlist are given an opportunity to receive assistance, the agency intends to make significant changes to the local preferences in its Administrative Plan during calendar year 2019. Following robust community engagement, the PHA will explore the elimination of some preferences and a reweighting of other preferences. In addition, because the existing waitlist is stale, the PHA will conduct extensive outreach to notify the community and those on the waitlist that it intends to modernize its waitlist process. The goal will be to gauge current unmet needs more accurately, and create a system that helps applicants better estimate their wait times.
- D. The PHA will be making a series of improvements to its physical space during calendar 2019 to ensure that its office space is fully accessible to persons with disabilities. In addition, a review of all of its programs will be conducted to ensure that there are no unintended barriers which limit program accessibility to persons with disabilities or those who are non-English speakers.

The Housing Authority has undertaken an extensive review of its nondiscrimination and fair housing policies to ensure compliance with all Federal, State, and local nondiscrimination laws and with the rules and regulations governing Fair Housing and Equal Opportunity. The Housing Authority does not deny any family or individual the equal opportunity to apply for or receive rental assistance on the basis of race, color, gender, religion, creed, national or ethnic origin, age, familial or marital status, disability, sexual orientation, or gender identity. During calendar year 2019, additional training will be provided to staff and a review and corresponding update of all programs and procedures related to fair housing and non-discrimination will be conducted.

**Section B.7. Resident Advisory Board Comments**



The Resident Advisory Board is an eight member Community Development Committee. Two members of the Committee are tenant representatives.

Committee Member Heller:

- Expressed questions that could lead to community concerns, wherein individuals who are required to register as sex-offenders are subject to a lifetime ban from participation in the HCV program, but someone convicted of murder is not.
- While understanding that some minor crimes should be overlooked, expressed worries about violent crimes, including domestic violence that may not show in a shortened background check that could impact the safety of the community.

Committee Member Vega:

- Expressed that the change in criminal background look-back period would help people overcome difficulties and obstacles that may have led to past criminal activity.

Committee Member Garcia:

- Expressed support of the Move-On program and felt that more education with community partners would make the program more successful

Chair Chavez:

- Expressed support of the recommendations and noted that the Annual Plan is a positive step towards true program equity

#### **B.7 (a) PHA analysis of RAB comments**

The Advisory Board was in support of the strategies and goals that are outlined in the Annual Plan. Particular support was expressed for changes which will be made in the coming year to promote housing equity. There were questions from one tenant representative about the background check process which were clarified.