

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

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

**Definitions.**

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

<b>A.</b>	<b>PHA Information.</b>
<b>A.1</b>	<p><b>PHA Name:</b> Houston Housing Authority  <b>PHA Code:</b> TX005  <b>PHA Type:</b> <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 01/01/2020  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> 3,325      <b>Number of Housing Choice Vouchers (HCVs)</b> 18,391  <b>Total Combined</b> 21,532  <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 PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p>

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

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

**B. Annual Plan Elements**

**B.1 Revision of PHA Plan Elements.**

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

Y N

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

**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.

	<input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition. <input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance. <input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD. <input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers. <input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization. <input checked="" type="checkbox"/> <input type="checkbox"/> 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>B3</b>	<b>Progress Report.</b>  Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year Plan.
<b>B.4.</b>	<b>Most Recent Fiscal Year Audit.</b>  (a) Were there any findings in the most recent FY Audit?  Y    N <input type="checkbox"/> <input checked="" type="checkbox"/>  (b) If yes, please describe:  <i>See Attachment B.4</i>
<b>Other Document and/or Certification Requirements.</b>	
<b>C.1</b>	<b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b>  <u>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations,</u> must be submitted by the PHA as an electronic attachment to the PHA Plan.  <i>See Attachment C.1</i>
<b>C.2</b>	<b>Civil Rights Certification.</b>  <u>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations,</u> must be submitted by the PHA as an electronic attachment to the PHA Plan.  <i>See Attachment C.2</i>

<p><b>C.3</b></p>	<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  <input checked="" type="checkbox"/>   <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p><i>See Attachment C.3</i></p>
<p><b>C.4</b></p>	<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> <p><i>See Attachment C.4</i></p>
<p><b>D</b></p>	<p><b>Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP). On 10/18/2019 HHA submitted its planned capital improvements through its use of Capital Funds for FY 2020.</p> <p><i>See Attachment D</i></p>
<p><b>D.1</b></p>	<p><b>Capital Improvements.</b> 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 on 11/6/2019.</p>

# Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

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

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

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

## B. Annual Plan.

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

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

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(1\)](#)) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#)) and 24 CFR §903.12(b).

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

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

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

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

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

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

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

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

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

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

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

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

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

**Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

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

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

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

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

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

### C. Other Document and/or Certification Requirements

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

**C.2 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

**C.3 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**C.4 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

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

**D.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on 11/01/2019.

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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 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

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

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

## **Attachment B.1 - Revision of PHA Plan Elements**

**Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

### **Definition of Substantial Deviation and Significant Amendment or Modification**

The Houston Housing Authority (HHA) considers any of the following to be a substantial deviation from the Agency's 5-year Plan and a significant amendment or modification to the Agency's Annual Plan. If any of the criteria are met, the HHA will submit a revised Plan(s) that satisfy all public process requirements. (Changes made to comply with new or revised HUD rules do not constitute significant deviation or modification from the Plans presently submitted. Revisions made to work items and activities contained in the Plan, to accommodate the loss of PFS subsidy or capital funds received from HUD as a result of inadequate appropriations, shall not be considered substantial deviation or significant modification from the present plans.

#### 5-Year Plan

- Complete deletion of a stated overall goal.
- Addition of an overall goal.
- Revisions to the HHA mission statement that deviates from the present commitments.

#### Annual Plan

- Elective changes to rent, admissions, or tenant selection policies.
- Creation of new waiting lists, including site-based or sub-jurisdiction lists.
- Additions of non-emergency work items (items not included in current Capital Plan Annual Statement or 5-Year Action Plan).
- Changes in use of replacement reserve funds under the Capital Fund
- Any additions of activities or revisions to the demolition, disposition, designation, homeownership or conversions activities currently listed in the Plan.

### **Substantial Deviation**

As part of the Rental Assistance Demonstration (RAD), HHA is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:

- The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance;
- Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- Changes to the financing structure for each approved RAD conversion.

## **FINANCIAL RESOURCES**

<b>Grant/Program/Activity</b>	<b>Expenditure</b>
Section 8 Program	\$152,292,598
Public Housing Capital Fund Program	\$7,258,575
Public Housing Operations	\$16,244,081
Self-Sufficiency (ROSS Grant)	\$510,355
Section 8 Mod Rehab – Admin Fee	\$2,749,289
Section 8 New Construction – Rent Subsidy	\$2,036,353
Jobs Plus Grant	\$819,849
Rapid Rehousing	\$1,894,436
<b>TOTAL</b>	<b>\$183,805,536</b>

\*July 1, 2018 - June 30, 2019

## **RENT DETERMINATION**

A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

Public Housing Rents are outlined in detail in the ACOP (pages 29-30).

Housing Choice Voucher participants' computation of Total Tenant Payment and Determination of Rent is outlined in detail on pages 49-51 of the Administrative Plan.

## **SAFETY AND CRIME PREVENTION**

For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

- (i) The HHA collects data of incident and arrest reports that will inform the need for measures to ensure safety of public housing residents.
- (ii) In addition to services provided by Houston Police Department, the HHA has a contract with Harris County Sheriff Precinct 6 for 19 deputies, 3 sergeants and 1 lieutenant who patrol the public housing sites. The HHA also employs a full-time fraud investigator who liaisons with the Houston Police Department and runs a Fraud Hotline that collects information on suspicious activity at any properties where HHA residents live. Also the HHA along with local law enforcement has regular community/safety meetings where information is shared and safety tips and literature is handed out to the residents.
- (iii) The HHA remains in contact with municipal, county, and federal law enforcement. These contacts are with regards to crimes, wanted persons and arrests made at all HHA sites. The HHA also use information from these agencies for crime prevention measures and activities. HHA also has a law



enforcement officer who acts as the community service liaison officer providing crime prevention education and information to residents.

### **Family Communities Crime & Safety Prevention – ARMED Security**

The Houston Housing Authority (“Housing Authority”) is currently governed by the Housing Authorities Law, codified in Section 392 of the Texas Local Government Code. It is a unit of government and its functions are essential governmental functions. It operates and manages its housing developments to provide decent, safe, sanitary and affordable housing to low income families, the elderly, and the disabled, and implements various programs designed and funded by HUD. The Housing Authority is a Public Housing Agency.

The Housing Authority maintains contractual arrangements with HUD to manage and operate its low rent public housing program and administers the Section 8 Housing Choice Voucher Programs. The Housing Authority programs are federally funded along with development grants and rental income.

The Houston Housing Authority has an inter-governmental agreement with Harris County Sheriff Precinct 6, a local law enforcement entity to provide security for its affordable family housing communities. The Harris County deputies or fully license peace officers of the State of Texas with all police powers to include arrest, search and seizer.

Deputies (officers) are certified to arrest and incarcerate criminals and licenses to hold offenders wanted by other law enforcement agencies. The inter-governmental agreement with Harris County Precinct 6 stipulates each assigned community will be covered with random patrol from the hours of 2:00 p.m. to 6:00 a.m., seven (7) days a week unless it’s cost prohibitive to the Housing Authority in which case the hours will be negotiated. Precinct 6 has agreed to shift hours of coverage based upon need and criminal activity within five (5) days’ receipt of written request from the Housing Authority designated representative. Precinct 6 has a designated official who will act as coordinator of the commissioned peace officers working for the Housing Authority. The term of the agreement shall remain in effect for one year and the Housing Authority will evaluate the overall impact of having Harris County Precinct 6 deputies for continued business/service.

The security guards shall perform, but not be limited to the following:

- Patrol interior and exterior of buildings, grounds, and Housing Authority vehicles at random intervals.
- Report any maintenance problems to the property manager.
- Complete Daily Security Report forms and ensure all activity occurring during shift is recorded to include, but not be limited to, any unusual and suspicious activity.
- Randomly check all boxes and containers taken out of the building to ensure Housing Authority property is not removed by unauthorized personnel.
- Report any hazardous safety condition.
- Check and record ID of individuals visiting who are not accompanied by a resident.

Security services shall be provided Sunday through Saturday, seven (7) days a week for a total of twelve (12) hours per day, per location between the hours of 6:00 p.m. to 6:00 a.m. as requested by the Housing Authority. All security guards utilized shall meet the following requirements:

- Be knowledgeable of the specification requirements and Housing Authority instructions to ensure strict compliance with the requirements is maintained.
- Be able to walk unassisted a minimum of 300 yards, climb stairs, and be able to lift and carry 20 pounds.

- Be qualified and licensed to carry any type of non-lethal weapons, such as baton, chemical spray, etc.
- Carry of non-lethal weapons shall be only as authorized by the Housing Authority.

Upon approval to carry non-lethal weapons, the vendor shall furnish proof to Housing Authority verifying security guards are qualified and have been trained.

**Elderly & Disabled Communities: UARMED Security**

The Houston Housing Authority procured services of Blackhawk Security Inc., a licensed and qualified security guard company that provides on- site security services for Lyerly Elderly Housing Development located at 75 Lyerly, Houston, TX 77022, Telephone Road Elderly Housing Development located at 6000 Telephone Road, Houston, TX 77087, and Bellerive Elderly Housing Development located at 7225 Bellerive, Houston, TX 77036.

**Domestic Violence**

The Houston Housing Authority is committed to preserving the peaceful enjoyment of all communities. HHA is cognizant of actions that may pose a threat related to domestic violence, dating violence or stalking. In compliance with the Violence Against Women Act and Justice Department Reauthorization Action of 2013 (VAWA) HHA will not terminate the lease or evict victims of criminal activity related to their victimization.

## Attachment 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.  
  Conversion of Public Housing to Tenant Based Assistance.  
  Conversion of Public Housing to Project-Based Assistance under RAD.  
  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.

### **CHOICE NEIGHBORHOODS**

For FY 2020, the Houston Housing Authority will apply for a Choice Neighborhoods Planning Grant for Cuney Homes or Kelly Village.

The three core goals of Choice Neighborhoods, include:

- Housing – through the replacement of obsolete public housing with financially viable, energy efficient, mixed-income housing that is integrated into a larger program of neighborhood reinvestment.
- People – creating and enhancing opportunities for Cuney Homes residents to improve their health, safety, educational and employment opportunities; and
- Neighborhood – transforming a disconnected, high-poverty area to a highly desirable mixed-use residential neighborhood.

### **MIXED FINANCE/MODERNIZATION OR DEVELOPMENT**

The Houston Housing Authority completed construction on the following development New Construction of approximately 154 units located on a site at 306 Crosstimbers in Independence Heights. 36 units receive the benefit of ACC Subsidy, and several tenant-based voucher-assisted households reside there as well.

The Houston Housing Authority applied for and received Mixed Finance Development for the following properties:

1. New Construction of approximately 150 units located on a site at the former METRO Park and Ride lot in Acres Homes at North Shepard and Veterans Memorial. A portion of units will may receive the benefit of ACC Subsidy.
2. New Construction of approximately 233 units located on a site at 2640 Fountain View. A portion of units will receive the benefit of ACC Subsidy.
3. New Construction of approximately 31 units located on a site in the Fifth Ward near the intersection of Lyons and Worms. The units will receive the benefit of ACC Subsidy.

The Houston Housing Authority applied for Mixed Finance Development and entered into a contract to provide ACC subsidy through acquisition for the following properties:

1. Mansions at Turkey Creek (25 units)

HHA is also exploring mixed finance modernization of its existing portfolio through a variety of financing options including those available under Section 18, Low-Income Tax Credits and RAD.

HHA entered into contract with Texas General Land Office (GLO) to develop tax credit and mixed -finance units using CDBG disaster recovery funds. During the FY 2019 plan year, HHA anticipates more disaster recovery money and intends to pursue a number of new mixed finance developments using CDBG disaster recovery funds in the plan year and beyond. Sites at the intersection of Crosstimbers and N. Main, a site on North Shepard at the intersection of Veterans Memorial near the METRO park and Ride, replacement units on Lyons Avenue (Kelly II) are in planning stages for development with some Public Housing units. HHA will also consider options for redeveloping Irvinton. The HHA has recently completed an updated appraisal of the property located at 2636 Fountain View. The appraisal stated that the highest and best use for this property was for a multi-family development. This appraisal will allow the HHA to continue its pursuit of financing alternatives.

As part of its mission to expand affordable housing, HHA is reviewing several opportunities to purchase land in opportunity areas including Census Tract 4312.02 and to acquire units at existing tax credit developments whereby 10-20% of units therein would be converted to ACC. The Houston Housing Authority may commit public housing operating reserves, including but not limited to the proceeds from the disposition of public housing properties, with HUD's approval under the Operating Fund Financing Program for eligible mixed finance development transactions or Replacement Housing Fund (RHF).

### **DEMOLITION AND/OR DISPOSITION**

HHA has been going through the process with TXDOT to explain their interest in taking all of Clayton Homes (270 units) and a portion of Kelly Village (approximately 318 Units) for the expansion of nearby freeways. The process will be conducted through TXDOT's eminent domain authority, which is subject to the Uniform Relocation Act (URA).

As a result of Hurricane Harvey HHA submitted an emergency Section 18 application for 14 buildings consisting of 112 units at Clayton Homes (TX00500004) that were flooded during the storm. Additionally, HHA will submit a demolition application for one building consisting of 10 units at Irvinton Village (TX00500007).

HHA has been aware of TXDOT's interest in acquiring Clayton Homes since early 2017. After completing appraisals, TXDOT and HHA began negotiating in early 2019. TXDOT's first offer was based on those appraisals, which HHA rejected as inadequate as its goal is to replace the 296 units that will be taken with new replacement units. After continued negotiations, HHA and TXDOT have agreed to an amount that will be adequate to replace the lost units.

The Letter Agreement spells out terms and conditions surrounding the taking and will form the basis for the settlement. Once HHA has executed the document, TXDOT will begin its internal process to have the funds put into escrow pending HUD approval of the disposition application.

HHA is confident that its settlement with TXDOT is a fair deal for HHA and the residents of Clayton Homes. Currently, Clayton Homes is an older property with high capital needs that was partially damaged by Hurricane Harvey. This settlement will allow HHA to replace all of the units with modern units, while adding additional affordable and market units. TXDOT has agreed that the replacement units may be spread out to multiple locations, allowing HHA to build mixed-income housing instead of concentrating all of the replacement units in one location.

HHA will need to file an application with HUD to have the Federal Declaration of Trust removed and allow the disposition to move forward. HUD must consent to the taking. The process for gaining HUD approval is outline HUD PIH Notice 2012-8. The first step in the process is showing Board support for the settlement, which this resolution will do. Tenants have been met with multiple times to explain the possibility of the taking. HHA will be having another meeting with tenants to update them on the taking. At these meetings, tenants have generally been in favor of the taking, as those who are eligible will receive tenant protection vouchers. After the settlement letter is executed, HHA will also be providing written notice

to the tenants of Clayton Homes.

**CONVERSION OF PUBLIC HOUSING TO PROJECT-BASED ASSISTANCE UNDER RAD**

HHA has almost completed our first Rental Assistance Demonstration (RAD) Project-Based Voucher (PBV) straight conversion for HRI/Victory Place. HHA is also going through the RAD-PBV conversion process with HUD for our APV/HOAPV developments, which will include an application for 4% tax credits in January 2020 and possibly state historic tax credits as well. HHA used the feasibility analysis for our consideration to convert its entire portfolio through RAD. HHA is amending its PHA Plan because our Board of Commissioners passed a resolution on July 16, 2019, authorizing HHA to execute all necessary documents to submit a portfolio-wide application to HUD under its Rental Assistance. Information related to the Public Housing Development(s) HHA selected for RAD are in Attachment B. Below, please find specific information related to the Public Housing Development(s) selected for RAD:

**Houston Housing Authority Proposed RAD Portfolio-Wide Staging**

AMP	Project Number & Name	PHA Units	Financing Strategy	Projected Closing	Notes
<b>Current RAD CHAPs</b>					
12	TX005000017 Victory Apartments	100	Straight Conversion	Oct. 2019	100% RAD; Bundle HRI & Victory
3	TX005000003 Historic Rental	40	Straight Conversion	Oct. 2019	100% RAD; Bundle HRI & Victory
9	TX005000002 Allen Parkway Village	278	TE Bonds / 4% LIHTC	Mar 2020	100% RAD; Bundle APV & HOAPV
15	TX005000016 Historic Oaks APV	222	TE Bonds / 4% LIHTC	Mar 2020	100% RAD; Bundle APV & HOAPV
<b>Total</b>		<b>640</b>			
<b>RAD Portfolio Application--Phase I</b>					
20	TX005000020 Sweetwater Point	26	Straight Conversion	2022	100% RAD; Waiting for Investor exit in 2021
4	TX005000019 Kennedy Place	108	TE Bonds / 4% LIHTC	early 2021	100% RAD; Bundle Kennedy and Fulton
2	TX005000011 Fulton Village	108	TE Bonds / 4% LIHTC	early 2021	100% RAD; Bundle Kennedy and Fulton
17	TX005000008 Heatherbrook	53	Straight Conversion	early 2021	100% RAD; Waiting for Investor exit (2020?)
8	TX005000013 Bellerive	210	TE Bonds / 4% LIHTC	late 2021	75% RAD/25% PBV
<b>Total</b>		<b>505</b>			
<b>RAD Portfolio Application--Phase II</b>					
7	TX005000015 Oxford Place	230	TE Bonds / 4% LIHTC	2022	100% RAD; Waiting for Investor exit in 2021
14	TX005000018 Lincoln Park	200	TE Bonds / 4% LIHTC	2022	100% RAD; Waiting for Investor exit in 2023
18	TX005000012 Lyerly	199	TE Bonds / 4% LIHTC	2022	75% RAD/25% PBV

13	TX0050000 Ewing	40	9% LIHTC	2022	100% RAD (for PHA units); mixed-income
5	TX005000009 Forest Green	100	TE Bonds / 4% LIHTC	late 2020	75% RAD/25% PBV (or <b>Section 18 Dispo</b> )
<b>Total</b>		<b>669</b>			

The HHA will be converting to Project Based Vouchers or Project Based Rental Assistance under the guidelines of PIH Notice 2012-32, REV-1 and any successor Notices. Upon conversion to Project Based Vouchers or Project Based Rental Assistance the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in (For conversions to PBV: Section 1.6 of PIH Notice 2012-32, REV-2; and Joint Housing PIH Notice H-2014-09/PIH-2014-17; For conversions to PBRA: Section 1.7 of PIH Notice 2012-32, REV-2; and Joint Housing PIH Notice H-2014-09/PIH-2014-17).

For its four pending RAD-PBV conversions – HRI, Victory Place, APV, HOAPV developments - HHA will use Capital Funds and/or Replacement Housing Factor funds to pay off the debt on its Energy Services Companies (ESCOs). Replacement Housing Factor funds will also be used to adjust RAD rents for conversion of HRI/Victory Place and/or APV/HOPV. HHA also plans to use Capital Funds to pay off the debt on its Energy Services Companies (ESCOs) for its other properties listed below, prior to closing under RAD. At this point in time, \$1,027,977.67 in Capital Funds will be used to payoff and remove HRI and Victory Place from the ESCO note. Because the RAD conversions for APV/HOAPV will not take place until next year, the amounts to payoff and remove these properties from the ESCO note cannot be estimated.

Additionally, the HHA certifies that it is currently compliant with all fair housing and civil rights requirements, including those imposed by any remedial orders or agreements. RAD was designed by HUD to assist in addressing the capital needs of public housing by providing HHA with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority’s Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that HHA may also borrow funds to address their capital needs. The HHA intends to contribute Operating Reserves, Capital Funds, and/or Replacement Housing Factor (RHF) Funds. The HHA currently has debt under an Energy Performance Contract and will be working with Bank of The Ozarks to address outstanding debt issues, which may result in additional reductions of capital or operating funds.

If needed, HHA will prepare and publish a significant amendment or update its Annual/5-year Plan at the appropriate time to comply with the requirements in 2012-32, REV-3, Attachment C.

The property owner of a Moderate Rehabilitation development - Southlawn Palms Apartments located at 7006 Scott St, Houston, TX 77021 – expressed an interest in possibly converting under HUD’s Rental Assistance Demonstration. HHA will work with the property owner to help educate them about conversion under RAD and to help facilitate this transaction if so desired.

**Project-based Vouchers**

HHA currently operates a project-based voucher (PBV) program and plans to continue working with community partners to identify specific target populations to be served through further project-basing of vouchers. The HHA intends to issue additional RFPs in the coming year to expand housing opportunities.

**Capital Fund and Capital Fund Reserves**

Under the law, HHA may create a replacement reserve for its public housing developments through the use of its Capital Fund(s), in order to fund capital activities in amounts necessary to satisfy anticipated capital needs in its Capital Fund 5-Year Plan. A replacement reserve is an essential component for modernization of any property, including public housing.

## **Fungibility of Operating Funds for a Replacement Reserve in Public Housing Developments**

Under the law, HHA may transfer 20 percent of its Operating Fund into a replacement reserve, without the obligation deadlines that apply to current capital funds.

## Attachment B.3 – Progress Report

**Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.**

**HHA Goal: Expand efforts to ensure equal opportunity in housing.**

Strategy: Reducing language barriers that may hinder access to programs it administers.

Progress: HHA has existing staff that have the ability to speak, read, and translate in various languages. This action item focuses on using existing staff resources to translate and add additional information for families. In the long term, this action item includes the implementation of a website translator or alternate Spanish version of the website to ensure access to the non-English speaking population.

We currently have one Spanish speaking CSR. We continue to utilize existing staff to assist with Spanish and Asian language calls. We have also used Masterword for on demand translation. Increasing Spanish presence on the website will be an ongoing process. A new website will have to be created. Spanish, Vietnamese and Mandarin translations were produced for the HHA website for our September 2016 wait list opening. We advertised in those languages as well. We also received media coverage in multiple languages.

Strategy: Ensuring compliance with ADA requirements when constructing new and renovating existing units.

**Progress: Independence Heights was constructed during 2017-18 and included 9 units that were accessible to Mobility Impaired and 4 units for the hearing and visually impaired.**

**Legal Compliance Officer ("LCO") implemented additional protocols for communicating and monitoring approved RMs while pending completion post-approval.**

Strategy: Increase housing choice and mobility.

**Progress: Exception payment standards (EPS) for 51 zip codes at 120 percent of the 50th percentile of 2016 approved 4/18/16, effective 4/25/16. This is the latest iteration of a tiered PS system that has been in place since 2014. Currently, HHA's existing payment standards are set at 130%, 111%, 101% and 92%.**

**We are currently working with the City (HCD), NestQuest and the County (CSD and HCHA) to develop and support a Voucher Mobility Program. NestQuest is a Texas non-profit organization. NestQuest was created to promote voucher mobility that works with Housing Choice Voucher holders and local landlords to increase client access to areas with excellent schools. NestQuest finds homes zoned to excellent schools and works with owners to increase housing choice for Housing Choice Voucher clients. To join the program clients:**

- **Must have an active Housing Choice Voucher**
- **Be eligible to move**
- **Have at least one school aged child in their household**

**NestQuest Acquired partnerships with 15 management/realty companies with properties in High Opportunity neighborhoods across the metro area. HHA cooperates with NestQuest by making clients aware of this unique service that they may be eligible for. To date, HHA has been able to provide HAP assistance for 38 low-income households who chose to move to dwelling units where their children could attend and benefit from high-quality schools and further our deconcentration of poverty efforts. 22 HHA families occupied units with access to schools ranking from B to A+.**



**HHA will apply to and participate in HUD's pending Housing Mobility Demonstration Program NOFA.**

Strategy: Continue education of Fair Housing Laws.

**Progress: HHAs compliance office speaks on Section 504 issues in the new hire orientations (approx. 30 minutes in each orientation). Additionally, she has provided training sessions at HCV all staff meetings. HHA staff have participated in and/or are scheduled to participate in Fair Housing trainings conducted by HUD.**

**Management staff has also attended seminars in Houston and Washington DC focusing on Fair Housing issues and current events.**

**LCO, via Power Point, trained new hires on Fair Housing, Reasonable Accommodations, VAWA Requests, and LEP individuals for 30 mins. We adding an additional 15 minutes to ensure staff had a clear understanding of the material and HHA's current Policies and Practices involving the aforementioned. Additionally, in-house attorneys met quarterly with housing staff in the housing choice voucher program to present on legal topics and best practices.**

**HHA's website provides a link to socialserve.com for a listing of properties to include identification of accessible units, distance to public transportation, shopping, hospitals and more.**

**HHA and the City of Houston are collaborating around the City's FY 2019 Annual Action Plan.**

**HHA Goal: Increase the quantity and quality of housing**

HHA will apply for additional rental vouchers.

As of July 31, 2019, HHA's public housing occupancy rate is 94.9%.

As of July 2019, HHA's year-to-date voucher lease-up rate is 99.5% and the HAP budget utilization rate is 103.1%.

Continue to assess opportunities for acquisition of property to provide more affordable housing; and continue to assess opportunities to construct more affordable housing on land acquired by or already owned by HHA.

HHA conducts the majority of its monthly Board of Commissioners public meetings at our various developments to give residents and Resident Councils opportunities to raise issues with our Board and HHA leadership.

Demonstrated quality, safe and decent affordable housing with 13 of 13 sites receiving passing scores from HUD's REAC Center.

Strategy: Acquisition and new development of affordable housing.

**Progress: Sweetwater Complete; Mansions in progress; and Winkler Complete.**

Strategy: Seek land in high opportunity areas.

**As funding becomes available to acquire sites for development in high opportunity areas. HHA will pursue investment in acquisition of land that could be utilized for Low Income Housing Tax Credit Developments that would be constructed in areas that would deconcentrate poverty and provide excellent educational and employment opportunities to residents.**

Strategy: Pursue recapitalization with tax credits.

**Progress: HHA was awarded over \$19 Million in 9% tax credits for rehabilitation of 6000 Telephone Road.**

Strategy: Utilize Capital Fund and other resources to rehab. and improve properties' condition.

**Progress: Completed \$1.5 Million in capital improvements on HHA properties.**

**Completed the Hurricane Harvey repairs at Mansions at Turkey Creek, Uvalde Ranch, Peninsula Park, Lincoln Park, Historical Allen Parkway Village, and Winkler.**

**RFP 16-01 published 1/21/16, with proposals accepted for project-based vouchers on a monthly basis thru December.**

**Independence Heights closed March 5, 2017 & Fifth Ward is in the process of closing. Acres Homes on hold.**

**All excess land but Robin St has been disposed of. Decision needs to be made regarding Acres Homes, 2500 Hillcroft and West side of Main and Crosstimbers.**

**Continuing to look for potential sites in High Opportunity areas.**

**RFP for potential Project Based Voucher opportunities.**

**RFP for partners to acquire, rehab or newly construct housing developments. HHA has selected multiple developers to partner with to produce affordable housing. Plans to finalize MOU's and put financing in place are underway.**

**HHA's two-year savings from its Energy Services Contract (ESCO) for its public housing properties for 2017 and 2018 was approximately \$2.563 million.**

Strategy: Complete and maximize performance through conversion of HHA's first four public housing developments with CHAPs, under HUD's Rental Assistance Demonstration.

**Progress: HHA has almost completed our Rental Assistance Demonstration (RAD) Project-Based Voucher (PBV) straight conversion for HRI/Victory Place. HHA is also going through the RAD-PBV conversion process with HUD for our APV/HOAPV developments, which will include an application for 4% tax credits in January 2020 and possibly state historic tax credits as well. HHA used the feasibility analysis for our consideration to convert its entire portfolio through RAD.**

Strategy: Modernizing, rebuilding, and/or demolish (if it can be replaced) aging units incrementally through the Capital Fund Program and other sources as available.

**Progress: Planning is in progress for future modernization which will be evaluated more closely after the completion of HHA's current new construction activities. HHA has submitted demolition applications for storm damaged units at Irvinton, Clayton Homes and Kelly Village which will be taken by TXDOT for expansion of Interstate 45, under its eminent domain authority. Deliberations with FEMA regarding Forest Green, Clayton, and Irvinton's recovery from Hurricane Harvey continues under its Public Assistance program and hazard mitigation program.**

Strategy: As funding continues to be worn thin from HUD, Housing Authorities become more and more constrained. HHA will seek partners who can access capital or subsidies that are unavailable to the HHA in

order to maximize public and private funds and leverage partnerships to grow and diversify financial resources. Pursue other grants and equity opportunities like Rapid Rehousing (RRH), Choice Neighborhoods Initiative (CNI), CDBG-Disaster Recovery, Opportunity Zones, etc. HHA will apply for other similar grants as they become available. Pursue grants and other funding opportunities that increase additional funding for the agency.

**Progress: HHA submitted grant application for the Choice Neighborhoods on June 10, 2019. Multiple HHA staff have attended various sessions regarding Opportunity Zones, in preparation for HUD's pending final rule.**

Strategy: Seeking additional vouchers through the Housing Choice Voucher Program and other special programs that may be available.

**Progress: Received Renewal for Year 2 RRH in the amount of:**

- CoC RRH1 FY2015 6.1.16-5.30.17 TX0366L6E001502 \$1,347,330
- CoC RRH2 FY2015 6.1.16-5.30.17 TX0368L6E001502 \$1,189,874
- CoC RRH1 FY2016 6.1.17-5.30.18 TX0366L6E001503 \$1,347,330
- CoC RRH2 FY2016 6.1.17-5.30.18 TX0368L6E001503 \$1,189,874
- CoC TAY RRH FY2015 12.1.16-11.30.17
- TX0428L6E001500 \$1,270,076
- SA/HCCSD ESG 10.1.16-2.28.17 NA \$86,000
- HCCSD HOME 10.1.16-9.30.17 NA \$126,000
- COH HHSP 1.1.17-9.30.17 NA \$227,530

**72 additional VASH vouchers were awarded. MFP preference expanded to 100 vouchers plus 20 each year. HHA applied for and received 99 new mainstream and 85 FUP vouchers made available in FY 2018 and FY 2019.**

Strategy: Partner with Centerpoint and other energy providers by seeking additional funding grants for energy saving opportunities for properties in our portfolio that qualify under their programs.

**Progress: HHA partnered with Centerpoint Energy and received grant funds to replace 500 old HVAC units with highly efficient units.**

**HHA Goal: Seek to improve community quality of life and self-sufficiency:**

**Strategy: Providing services to residents, including youth, families, and seniors living in public housing and senior developments to enhance their quality of life.**

Progress: The Grade Level Reading (GLR) Campaign has been a solid initiative that HHA has been participating in. HHA again received over 20,000 books to be distributed throughout our properties and to our HCV clients. The distribution of these books has been integrated into our ongoing processes.

Partnered with HHA's Section 8 & the Houston's Public Library to host "Book Rich Environment" celebrations, at Oxford & Cuney.

Partnered with the City of Houston's Department of Parks & Recreation and the Resident Councils to host Summer Lunch Programs, at 6 sites.

Partnered with the Children's Museum to host a Parenting Program at Oxford.

Currently in the process of working with various non-profits on potential opportunities to utilize space in HHA developments. JobsPlus program has 354 residents enrolled. Managed a federally-funded workforce development grant called Jobs Plus to engage 505 public housing residents at Cuney Homes in workforce development opportunities. A total of 292 residents increased their earned income along with providing rent incentives valued at \$1,038,693 to 177 households.

Active senior programs are hosted at Bellerive and Telephone Road.

HHA hosted our first ever Youth Summit at Texas Southern University. The goal was to expose our youth residents to college. HHA youth engaged mentors on opportunities for college, took campus tours, and make plans to form agency-wide youth council.

**Strategy: Create well-functioning communities with low crime and good neighbors.**

Progress: Three sites received Blue Star Certifications from Houston Police Department indicating the achievement of standards to improve safety.

HHA is in the process of putting together a proposal for upgrading the camera security systems at all of its sites which could be monitored centrally instead of at each site individually.

HHA aggressively pursues lease compliance and enforcement through for-cause evictions and nonpayment. Cases that resulted in the tenant ultimately vacated: 104; Cases where HHA withdrew or settled: 18; Cases overturned at grievance hearings or by court: 7.

HHA's Legal Department continues to work closely with property management and outside counsel to pursue evictions for substantive and/or repetitive lease violations; this includes thorough reviews and investigation into potential cases, active monitoring of/engagement in active cases, representation of HHA at formal grievance hearings, and appearance in court as needed. During the course of our work, we actively watch for and address any problems or concerns regarding property management practices and procedures, with particular focus on issues that may affect successful lease enforcement. We are available to property management on a daily basis to answer questions or provide assistance as needed regarding lease enforcement. In addition, outside counsel and Legal held two training meetings in 2016 with property managers, assistant managers, and regional supervisors to review for-cause eviction procedures, important practices, areas of concern, and to answer questions.

HHA applied for HUD's Emergency Safety and Security Grant in FY 2020.

The HHA has updated policies and procedures to ensure compliance with the Violence Against Women Reauthorization Act of 2013 (Pub. L. 113-4, 127 Stat. 54) (VAWA 2013), per HUD's Final Rule issued on November 16, 2016.

Continued collaboration between law enforcement authorities, victim service providers and others to promote the safety and well-being of victims of domestic violence, dating violence, sexual assault and stalking for individuals that receive assistance from HHA.

Created and implemented an Emergency Transfer Plan.

Strategy: Providing Family Self-Sufficiency Programs for eligible Section 8 Housing Choice Voucher Program and Public Housing participants pursuant to applicable regulations and available funding.

**Progress MyGoals is a coaching demonstration that provides employment coaching and financial support to unemployed adults. The program's objective is to help participants improve their overall economic security and decrease their reliance on public assistance in the long term. MyGoals uses a highly structured and nondirective coaching process to assist clients in four main domains: (1) employment and career management; (2) education and training; (3) financial management; and (4) personal and family well-being.**

**The MyGoals for Employment Success program is currently operating in two Cohorts servicing a total of five hundred and thirty Housing Choice Voucher recipients, 249 from Cohort 1 (completed recruitment January 2018) and 281 from Cohort 2 (completed recruitment July 2019). MyGoals is maintaining high contact from participants with a monthly average of sixty percent engagement. Outside of the MyGoals general coaching we plan to partner with Family Self Sufficiency and outside local agencies to help participants improve credit and learn information on Home Buying. MyGoals will also work with the Family Self Sufficiency program to help our clients who will be ending the MyGoals program from Cohort 1 transition into FSS. Within the MyGoals program there are currently 321 participants working, 130 working part time and 192 working full time. Within the MyGoals program participants are eligible to receive financial incentives for working. As of third quarter 2019 MyGoals has processed more than \$135,000 worth of incentives. MyGoals for Employment Success received a Merit Award from the National Association of Housing and Redevelopment Officials (NAHRO) for the work of the program. MyGoals Cohort 1 will come to an end in 2020, at the end of each quarter MyGoals will lose a Cohort 1 Career Coach and will be at a complete close by January 2021. MyGoals will continue through Cohort 2, working with participants to help improve their overall economic status.**

**Currently we are hosting an AmeriCorps Member Volunteer daily in the OC. Service's offered by AmeriCorps Member Volunteer is an adult literacy program targeted to individuals that need help completed and understanding HHA documentation. The customer service department continues to host Book's and Blankets in our Opportunity Center and now is offering free eBook accounts through the downloadable application Open eBooks. With an Open eBook account youth and adults have unlimited access to free books. Pursuing the partnership with Houston Arts alliance to bring free grant writing workshops in the OC.**

**Progress: Current staffing in both call center and lobby includes staff fluent in Spanish and Vietnamese in addition to English. Goal is to maintain a level that allows for resolution within customer service operations without asking for assistance from other areas.**

**Continue to partner with Nestquest to increase leasing opportunities for families in opportunity neighborhoods.**

**4th Payment Standard implemented in 2018. HHA will gather and analyze data on effectiveness.**

**Strategy: Increase Minority & Women Business Enterprises (MWBE) and Section 3 participation.**

**Progress: Collaborated with two (2) employers to initiate an apprenticeship program called "Pathways to Success" with 19 participants (Section 3). Adult participants served as paid Apprentices, in entry-level jobs, with 8 hired in permanent full-time positions. The impact of the program resulted in low-income adults increasing their earned income by \$185,000 provided by Orion Real Estate Services and Employment Training Centers.**

**Development of ongoing communications between the Legal/Procurement Department and Client Services to ensure the effectiveness of their Programs, involving Client Services into communication**

**processes with potential vendors, and including Client Services in marketing efforts. The Legal Dept. also facilitated a meeting with all executives and directors in the summer of 2016, utilizing Spurgeon Robinson of Mpaact Strategic Consultants to discuss improvements the Section 3 Program.**

**The Procurement Dept. has attended outreach events to encourage HUB's, and Section 3 business to do business with HHA.**

**The Procurement Dept. has increased its usage of the Forward Times (a minority newspaper), when it becomes necessary to post legal notice for solicitations.**

**The Procurement Dept. can access, and utilizes the City of Houston's, and the State of Texas Databases, to ensure outreach is made to M/WBE's and Section 3 businesses.**

**The Procurement Dept. currently tracks the utilization of M/WBE's, and is currently seeking the best way to track the utilization of Section 3 businesses.**

**Strategy:** Pursue systems alignment between housing and health care. Pursue and implement second phase of “Improving Health by Aligning Housing and Health Systems” demonstration, which is a collaboration between United Health Care, CSH & The Robert Wood Foundation. The purpose of this partnership is to identify service overlaps between residents in federally subsidized housing programs and United Health Plan members; and to develop shared baseline understanding on the health conditions and service utilization patterns of matched resident/member populations; in order to identify opportunities to improve health outcomes of this population. The project lays groundwork for longer-term data and program collaborations between UHC and the HHA, while also adding to the broader evidence base on housing and health overlap and cross-sector intervention strategies.

**Progress:** After extensive review and discussions with UHC, CSH and CLPHA around the Health and Housing pilot grant through RWJF, HHA has tentatively selected diabetes (both adult and childhood diabetes) as well as a behavioral health component among children as the health conditions for its pilot. HHA, UHC, CSH and CLPHA had a meeting at HHA on June 3, 2019 to commence the bridge between the planning and implementation phases of the pilot.

**Simply stated, HHA, UHC and CSH’s organizational priorities for the AHH pilot is to improve the lives of the people we serve. It is our hope and belief that we can better align our respective systems, program and service delivery, and ultimately improving life outcomes through the facilitation of resources, technical expertise and strategic identification of our clients’ medical and housing needs. In other words, we believe that “the whole is greater than the sum of its parts.”**

**Addressing the social determinants of health impacts people’s risk factors as well as the extent to which they become a chronic disease such as Type 2 diabetes. Housing is a significant social determinant of health. By providing low-income households with housing that is decent, safe, sanitary, in good repair and affordable, HHA can help them with the stability or mobility that they need to improve their health. Through the AHH pilot we may be able to have a greater impact with the intervention and possibly help greater percentages of household members use their housing assistance for greater stability, self-sufficiency and others to live independently longer.**

**Staff from the three organizations discussed a housing pilot program at New Hope where there will be housing assistance provided for but just for 12-months. HHA and UHC discussed further examination of HHA’s existing administrative plans to see if our current or future policy would allow**

them to remain eligible for a voucher or public housing unit at the end of the first 12-months, in the way that other temporary housing assistance programs work such as HOME-TBRA and the Family Unification Program (FUP). Additionally, residents having access to better healthcare does more than just providing better health. It may also lead to eviction prevention and lower turnover in HHA programs and greater housing stability. Although no resident is evicted for “health” reasons only, some evictions occur due to other issues such as mental health, relationship issues, non-payment of rent, that could be tied into overall “health.”

By engaging with each other through this cross-sector pilot, we hope that in the aggregate all of our organizations may also be able to reduce programmatic and administrative costs. Over time, we hope to be able to better align health and housing organizations’ practices for the betterment of the low-income households we serve.

**HHA Goal: Improve relationships with clients and external stakeholders:**

Strategy: Increase our client agency relationships

**Progress: HCV is working with a consultant to draft client centered procedures.**

**For Clients, the FSS department has developed a Program Coordinating Committee (PCC) comprised of community partners and stack holder serving the needs of our clients.**

Strategy: Promote partnerships with other housing authorities.

**Progress: We have an MOU with Harris County and Galveston Housing Authority to provide third party inspections for them.**

**Have an MOU with Texas City Housing Authority to share and provide technical assistance.**

Strategy: Develop public relations (PR) strategy for positive publicity and perceptions.

**Hired PR firm Etched in late 2016. This has generated positive publicity. We are currently engaged in strategic planning with Etched for our 2020 efforts.**

**HHA Goal: Improve agency performance:**

Strategy: Seek other funding streams

**Progress: HHA executed our HUD CoC TAY RRH contract effective 12.1.16. HHA has fully contracted with three separate case management vendors. The sub recipient vendors are as follows: the Salvation Army (awarded 1 case manager, 1 housing navigator), The Montrose Center (awarded 1 case manager) and to Covenant House of Texas (awarded 1 case manager). This program will serve transition age youth ages 18–24 who are literally homeless living on the streets or in an emergency shelter. The annual award for this program is: \$1,270,076.**

Strategy: Improve the physical work environment

**Progress: Construction has completed on 2640 (Formerly 2650) Upgraded of network equipment and phone system at remote sites are underway.**

**IT has migrated the old servers into virtual servers. IT has implemented a new software to monitor the network and all systems that are connected to it. IT has implemented a reporting program called MILO. Finance will be schedule to have training on this module.**

Strategy: Invest in human capital.

**HHA has implemented a management training program through the use of a third-party vendor to promote the skills of supervisory staff.**

Strategy: Increase interdepartmental collaboration and communication Strategy: Seek new innovations.

**Applied for the Moving to Work (MTW) Rent Reform Cohort 2. On June 12, 2019, HHA submitted a letter of interest to HUD for a new income-based rent reform slot in the Moving-to-Work demonstration. Specifically, by using reasonable income tiers in MTW Test Tiered Rents #4 and #1 along with regular triennial recertifications, households will have:**

- **a lower percentage of their income towards rent and utilities below 30 percent of their monthly adjusted income before reaching the midpoint of each tier; and**
- **a grace period to increase their income and assets before these amounts are taxed / captured in the second half within the same income tier as well as in a higher income tier.**

**As a result, both MTW Test Tiered Rents #1 and #4 would feature easy-to-understand incentives that are transparent to residents, PHA staff and other program stakeholders.**

**HHA's IT Department has been working consistently with HCV and the other departments to implement the ECM project. Working with the company ImageSoft the I.T. department has installed the OnBase software system and is looking to begin user testing of the system in November 2019. HCVP Special Programs should go online December 2019 or January 2020.**



**Attachment B.4 - Most Recent Fiscal Year Audit**

**Most Recent Fiscal Year Audit.**

(c) Were there any findings in the most recent FY Audit?

Y N

(d) If yes, please describe:

**Attachment C.1 - Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan**

Please find attached, a completed Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan

## **Attachment C.2 - Civil Rights Certification**

Please find attached, a completed Civil Rights Certification.

## Attachment C.3 - Resident Advisory Board (RAB) Comments

Please find attached, a completed Resident Advisory Board (RAB) Comments

### Resident Advisory Board (RAB) Comments.

(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?

Y N

(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.

HHA published the Draft Annual Plan for public comment on August 19, 2019. The following documents were made available at HHA's central office, every public housing development, and on HHA's website (<http://www.housingforhouston.com/news/annual-pha-plan-public-notice.aspx>):

1. HHA Streamlined Annual PHA Plan FY 2020 (HUD-50075 HP) – DRAFT;
2. HHA FY 2020 Admissions and Continued Occupancy (ACOP) – DRAFT;
3. HHA FY2020 Housing Choice Voucher Program Administrative Plan – DRAFT;
4. HHA FY 2020 Reasonable Accommodation Policy - DRAFT;
5. HHA FY 2020 Limited English Proficiency Policy – DRAFT; and
6. FY 2018 - FY 2022 Capital Fund Program 5-Year Action Plan - HUD Approved.

The Resident Councils discussed the Draft Annual Plan with some of HHA's executive team at their Leadership meeting on 9/12/19 at Allen Parkway Village. There were a few comments made by the Leadership related to the Annual Plan, and the residents were generally in agreement with the proposed changes. The comments and HHA's response are included in Attachment D.

Two additional public meetings were held to allow residents, voucher holders and other community stakeholders to provide feedback on, and ask questions about the HHA's plans for the coming plan year, though HUD only requires one. The public meetings were conducted at Allen Parkway Village, Kelly Village, and Lyerly Senior Hi-Rise. Approximately sixty-three (63) program participants and community members attended the public meetings. As part of HHA's effort to improve communication with Limited English Proficient (LEP) speakers, HHA provided Spanish translations at all meetings.

### Residents' Comments and HHA's Answers

**Question or Comment - Why doesn't HHA's Section 8 waiting list open more frequently? Why can't the paperwork process be better and faster? Why can't the website for Section 8 be more convenient and less difficult?**

**Answer** – Nationwide, there are approximately five eligible households for every one household that is served under the voucher program HHA also educates elected officials to provide much-needed funding and reforms to serve existing voucher-assisted households as well as to serve additional eligible households on our waiting list. The unmet demand for affordable housing development in Houston is high. According to Harvard Joint Center for Housing Studies' tabulations of National Low-Income Housing Coalition, "The Gap: A Shortage of Affordable Homes 2018," extremely low-income renters far outnumber the units they can afford in all of the nation's 50 largest metros. The lack of housing is most acute in the Western and Southern metros of Houston, where fewer than 20 affordable units were available for every 100 lowest-income households.

The last time HHA opened its waiting list during the week of September 19 to September 25, 2016, which was proceeded by HHA’s affirmatively further housing opportunities through our outreach and advertising when it was opened. The number of applicants on HHA’s Section 8 voucher program waiting list through September 30, 2019 was 18,318 number. HHA’s average voucher lease-up rate over the last several years has been 99 percent or greater. This illustrates that overall, HHA utilizes its allocation of vouchers authorized from HUD very well. Through a turnover/attrition rate of approximately 8%, HHA is able to serve more than 1,350 additional households each year. Of vouchers issued to eligible applicant households, approximately 70% lease.

HHA serves a wide spectrum of low-income households in its voucher programs including but not limited to: elderly, disabled, families with children, formerly chronically homeless individuals and households, families for whom the lack of adequate housing is a primary factor in the imminent placement of the family’s child[ren] in out-of-home care or youth aging out of foster care, households who increase their educational attainment and employment leading to self-sufficiency, and first-time homebuyers. In FY 2020, HHA plans to continue to apply for additional incremental vouchers.

HHA has been assertive about applying for and receiving new vouchers as HUD issues Notices of Funding Availability (NOFA).

Award Year	Program	# of Vouchers / Units	Annual Housing Assistance Payment Amounts
2015	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	85	\$ 497,015
2016	Rapid Rehousing	205	\$ 2,836,904
2016	HUD-VASH	25	\$ 137,100
2017	Rapid Rehousing TAY	62	\$ 1,387,136
2017	HOME TBRA	195	\$ 3,842,511
2017	HOME TBRA	54	\$ 767,275
2017	Northline Relocation H4H	77	\$ 2,154,070
2017	Housing for Harvey	68	\$ 650,280
2017	Housing for Harvey	334	\$ 3,201,284
2018	Mainstream	99	\$ 695,574
2018	Family Unification Program (FUP)	85	\$ 733,575
2018	HUD-VASH	20	\$ 124,147
<b>Total</b>		<b>1,309</b>	<b>\$ 9,467,941</b>

From 2015 to 2019, HHA increased the number of affordable housing units in the City of Houston by 2,713, through development and acquisition of 1,404 affordable units, and through the award of 1,309 additional vouchers with annual budget authority of \$9.5 million. The HHA provides affordable homes and services to low-income households through a range of Voucher programs made up of over 18,200 vouchers, 3,250 public housing units, 2,541 tax credit units, 300 Section 8 Project-Based Rental Assistance units and 110 market rate units at our 30 developments around the city. HHA also administers the nation’s third largest voucher program exclusively serving homeless veterans.

**Question or Comment - What is the process for a change of income from the management once they are notified 30 days?**

**Question or Comment - HUD guidelines are not consistent when it touches on sporadic income.**

Interim Rent Adjustments / Adjusting Rent between Regular Reexaminations

Residents are required to report all changes in household composition or status to the housing manager within 10 business days of the occurrence, whether there are no changes in household income, increases in household income or decreases in household income from any sources.

HHA will process interim decreases in rent as follows:

- a. When a decrease in income is reported, and HHA verifies that the decrease will last less than 30 days, an interim adjustment will not be processed.
- b. Residents reporting decreases in income that are expected to last more than 30 days will have an interim adjustment processed.

Failure to report changes in household composition within the 10 business days may result in a retroactive resident rent increase, but not a retroactive credit or rent reduction. In order to qualify for rent reductions, residents must report income decreases promptly.

Residents reporting zero income will have their circumstances examined every 90 days until they have stable income. Monetary or non-monetary contributions from persons not residing in the dwelling unit for any purpose other than the payment or reimbursement of medical expenses will be considered income. Increases in monetary or non-monetary income after resident claimed zero income HHA will process an interim change to rent.

Residents with seasonal or sporadic income will have their circumstances examined every 90 days until they have stable income and/or will have their prior actual income over the previous twelve months annualized as current and anticipated income. Monetary or non-monetary contributions from persons not residing in the dwelling unit for any purpose other than the payment or reimbursement of medical expenses will be considered income. Increases in monetary or non-monetary income after resident claimed zero income HHA will process an interim change to rent.

HHA will process an interim reduction in rent if a resident household reports an income decrease, except for decrease that lasts less than 30 days or is subject to Imputed Welfare Income rules.

In between regular annual reexaminations households are not required to report and document their income *increase*, except for instances described further below. Accordingly, HHA will not conduct an Interim Redetermination and the Authority will not calculate household *increased* income until the effective date of their annual reexamination. The intent of this change is to provide households with a grace period before your increased income results in an increase in your rent, as a way to help with asset accumulation, incentivize households' increased income, and self-sufficiency.

Residents with seasonal or sporadic income will have their circumstances examined every 90 days until they have stable income and/or will have their prior actual income over the previous twelve months annualized as current and anticipated income. Monetary or non-monetary contributions from persons not residing in the dwelling unit for any purpose other than the payment or reimbursement of medical expenses will be considered income. Increases in monetary or non-monetary income after resident claimed zero income HHA will process an interim change to rent.

HHA will not conduct an Interim Redetermination if there is an increase in income (e.g. COLA adjustment for social security).

**Attachment B.6 - Certification by State or Local Officials**

[Form HUD 50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

**Please find attached a completed Certification by State or Local Officials**

**Attachment C.4 - Certification by State or Local Officials**

**Please find attached, a completed Certification by State or Local Officials.**