

Streamlined Annual PHA Plan (Small PHAs)	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-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, HCV-Only PHA, or Qualified PHA do not need to submit this form.

Definitions.

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

A. PHA Information.						
A.1	PHA Name: <u>Housing Authority City of Kennewick</u> PHA Code: <u>WA012</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/01/2016</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>190</u> Number of Housing Choice Vouchers (HCVs) <u>975</u> Total Combined <u>1,165</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission + <u>138</u> Mod Rehab					
<p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p>						
<input type="checkbox"/> 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:					
	N/A					

B.	Annual Plan Elements Submitted with 5-Year PHA Plans. Required elements for all PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a PHA is not submitting its 5-Year Plan. See Section C for required elements in all other years (Years 1-4).
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Five-Year PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of 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 type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p>
B.2	<p>New Activities.</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 type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p>

Progress Report.

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

GOAL 1-Increase Housing Stock:**Progress:**

- a. **Nueva Vista Project (32 units)** KHA was successful in securing acquisition funding through Benton/Franklin Counties for a property in Kennewick. The property was short-platted and rezoned for multi-family housing development. KHA was successful in securing a funding, broke ground on January 15, 2015, and held the dedication/open house on January 6, 2016. The development provides 32 units of affordable housing for very low income and extremely low income families. The development has a 50% homeless set-aside and a 20% set-aside for persons with disabilities. Twenty vouchers have been allocated to this project. An additional four 811 PRAD vouchers are also assigned to this project. The adjacent Lot 4 has been purchased for the Phase 2 project.
- b. **DV Duplex (2 units)** KHA was successful in securing a duplex unit from the City of Richland in 2013 to provide housing for victims of domestic violence. Rental assistance to the two families served is currently provided by Benton/Franklin Counties and supportive services are provided by Domestic Violence Services. KHA was successful in changing this housing from transitional to permanent housing with a preference for families who are victims of domestic violence. If no DV victims meet criteria for placement, other very low income families, at or below 50% AMI, will be placed into these units.

GOAL 2-Increase Customer Satisfaction:**Progress:**

- a. KHA continued to meet its Limited English Proficiency (LEP) Requirements to ensure meaningful access to and participation in its housing programs and services. KHA has hired four bi-lingual staff persons during the previous five-year plan period who still remain on staff. KHA utilized the Language Line or other interpretation services for meetings when required so LEP families had equal access to KHA services. KHA provided both Spanish and Somali translation services at one public hearing and English and Spanish translation services at all public hearings.
- b. KHA has hired a service coordinator to provide resident services for Keewaydin Plaza and Nueva Vista. Completed. FSS/Service Coordinator has been in the position since July 1, 2015.

GOAL 3-Increase Assisted Housing Choice:**Progress:**

- a. KHA has received an allocation of four 811 PRA Demo vouchers for persons who experience permanent disabilities.
- b. When KHA accepted the Richland Housing Authority's Section 8 Program, their program included three persons who were Section 8 homeowners. KHA is completing the planning for an expansion of this program. A "get ready" flyer will be sent out before the close of the fiscal year.
- c. KHA extended its operational jurisdiction for its HCV program into the City of Richland and all of Benton County and will continue to serve the entire county.
- d. KHA signed a Cooperative Agreement with the Housing Authority of Pasco and Franklin County in mid-2013 which allows participants to lease up in Franklin County as well as Benton County without porting their voucher.
- e. KHA is exploring with the City of Richland opportunities to acquire a 38 unit multi-family property in Benton City and ten single family dwellings.

GOAL 4-Improve Community Quality of Life and Economic Vitality:**Progress:**

- a. KHA continues to provide housing for seniors and persons with disabilities at Keewaydin Plaza and Mitchell Manor. KHA continues to provide project-based rental assistance at Mitchell Manor.
- b. KHA developed a Scholarship program in early 2014 for HCV and Public Housing participants in order to facilitate attendance at local colleges or vocational schools. Three scholarships were awarded in 2014 and six awarded in 2015. We plan to continue this program.
- c. KHA encourages residents to complete community service work at the local food bank or Second Harvest or other local community non-profit to improve community quality of life. Community Service participation is up.
- d. Master Gardener's Association developed two garden sites at Sunnyslope Homes this year and assisted Keewaydin Plaza Residents with their gardening activities. The Association has assigned a Master Gardener to Nueva Vista as well.
- e. KHA will work with Columbia Park Apartment owner to facilitate a smooth RAD Component II conversion for this complex which will facilitate the ability to rehabilitate the 138 units in the development which will improve the quality of life for residents.
- f. KHA has been working in collaboration with the Benton/Franklin County Coordinated Entry System to place homeless individuals into KHA housing units.

GOAL 5-Promote Self-Sufficiency and Asset Development of Assisted Households:**Progress:**

KHA continues to administer its HCV Family Self-Sufficiency program. Escrow continues to accrue for participants on the program. KHA has provided training to one staff member to fully manage the FSS program. She is also focused on administering the FSS program at Nueva Vista for the work-able families who receive project-based voucher rental assistance.

GOAL 6-Ensure Equal Opportunities in Housing for All:**Progress:**

- a. KHA continues to support ongoing staff training on Fair Housing, Section 504 and Americans with Disabilities Act and LEP Guidance to ensure that staff members are fully aware of the rights of applicants, participants and KHA's responsibilities under each Federal law.
- b. KHA has invited Wilma Cartegena, Human Rights Investigator, from the Human Rights Commission to speak with residents regarding fair housing, tenant on tenant harassment, and service animals. Jefferson Coulter, Managing Attorney at Northwest Justice Project, has spoken to KHA's Board of Commissioners with regard to services.

GOAL 7-Improve KHA Programs and Services**Progress:**

- a. Explore expansion of Programs and Services (i.e. – Community gardens, school/KHA partnership, self-sufficiency program, HCV Homeownership or other self-sufficiency activities such as asset development opportunities, financial literacy) – continuing to explore options. Active programs include community gardens, self-sufficiency program, and initial HCV Homeownership program development.
- b. Create a non-profit subsidiary to explore mixed finance development and/or RAD conversion – continued discussions
- c. Develop agency succession plan for key positions – Positions identified, trainings attended
- d. Augment agency capacity via use of interns or volunteers
- e. Build awareness by having articles in Tri-City Herald, Tri-City Business Journal. KHA staff were also interviewed a number of times by local television stations.

C.	Annual Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a PHA is submitting its 5-Year PHA Plan.
C.1.	<p>New Activities</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 type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
C.2	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><i>Form 50077-SM, Certification of Compliance with PHA Plans and Related Regulations, including Item 5 must be submitted by the PHA as an electronic attachment to the PHA Plan. Item 5 requires certification on whether 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.</i></p>
D	Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.
D.1	<p>Civil Rights Certification.</p> <p><i>Form 50077-SM-HP, Certification of Compliance with PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>
D.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> No formal RAB; two informally organized Resident Councils who meet 6-9 times per year.</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>
D.3	<p>Certification by State or Local Officials.</p> <p><i>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>
E	Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
E.1	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. The HUD-approved 5-Year Action Plan was submitted to HUD on April 22, 2015 and approved on May 4, 2015.