

PHA 5-Year and Annual Plan

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

**OMB No. 2577-0226
Expires 4/30/2011**

1.0	<p>PHA Information PHA Name: <u>Housing Authority City of Kennewick (KHA)</u> PHA Code: <u>WA012</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2015</u></p>																										
2.0	<p>Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>190</u> Number of HCV units: <u>975</u></p>																										
3.0	<p>Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only</p>																										
4.0	<p>PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)</p>																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program		PH	HCV	PHA 1:						PHA 2:						PHA 3:					
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5.0	<p>5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.</p>																										
5.1	<p>Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:</p> <p>Develop and maintain safe, affordable, quality housing that promotes healthy neighborhoods and inspires communities. Create partnership opportunities that support and encourage program participants to become self-sufficient. Manage all assets with fiscal responsibility & integrity.</p>																										
5.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p><u>GOAL 1-Increase Housing Stock:</u> Progress:</p> <ul style="list-style-type: none"> 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 \$1.1 million loan on December 9, 2013 from the Housing Trust Fund to develop 32 units of affordable housing. KHA then applied for the competitive 9% low income housing tax credit program and received an allocation of tax credits for this project on April 24, 2014. The development will provide 32 units of affordable housing for very low income and extremely low income families. The development will have a 50% homeless set-aside and a 20% set-aside for persons with disabilities. Twenty vouchers have been allocated to this 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. <p>Upcoming Plan Goals:</p> <ul style="list-style-type: none"> a. KHA will complete the development of the Nueva Vista-32 new units by December 31, 2015. b. KHA will explore the development of 20 new units of affordable housing on the parcel adjacent to KHA's Nueva Vista. Street address of this project will be 334 North Union Street, Kennewick, WA. In conjunction with this development, KHA will explore the commitment of up to 20 HCV project-based vouchers to this project during the final years of this Five-Year Plan. c. Additional scattered site locations throughout area <ul style="list-style-type: none"> i. KHA will explore project basing an additional 30 HCV vouchers within housing developments in the Benton County area within the next Five-Year Plan period. (This count includes the 20 PBVs for 334 N. Union Street). This goal will be consistent with the 2015 Admin Plan revision. ii. KHA will explore the acquisition of additional properties to increase affordable housing stock in our area as well as explore the acquisition of other development sites in addition to the Nueva Vista site. iii. If the Moderate Rehabilitation HAP Contract currently in place for 138 units at Columbia Park Apartments is converted to a Rental Assistance Demonstration development, KHA will work with HUD to secure and administer 138 tenant protection vouchers for families now living within this complex. KHA will explore the allocation of 138 PBV's to this development for continued support of the development as a property which serves very low to extremely low income families so that there is no loss of affordable housing units available within our community. KHA will collaborate with owners to develop a viable FSS program for participants. <p><u>GOAL 2-Increase Customer Satisfaction:</u> Progress:</p> <ul style="list-style-type: none"> 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 																										

- b. translation services at all public hearings.
- b. KHA no longer utilizes a Richland Satellite office. The discontinuation of this office has not affected customer satisfaction.

Upcoming Plan Goals:

- a. KHA will continue to provide meaningful access and participation in its housing programs and services for Limited English applicants and participants.
- b. KHA will respond to applicant/participant calls within three business days. KHA will respond to all complaints received by HUD within two business days. KHA will explore the implementation of an on-line application process and the addition of an on-line option for applicants to check waiting list status.
- c. KHA will provide two or more opportunities for participants and the public to provide input on the goals and objectives set-forth in the Annual Agency Plan each year. One opportunity will be provided before the Plan is developed.
- d. KHA will develop and administer a customer satisfaction survey to KHA participants no less than once in this Five-Year Plan period.
- e. KHA staff will be provided with multiple training opportunities each year of the plan on topics such as: cultural diversity, fair housing and Section 504, homelessness, quality customer service, how to deal with difficult persons and/or how to deal with workplace stress, health and safety in the workplace. These trainings will provide multiple opportunities to increase staff knowledge, awareness and skills on housing and customer service related topics in order to continue to provide quality customer service to increase customer satisfaction.
- f. KHA will develop a customer satisfaction survey to be sent to local non-profits who are members of the local Continuum of Care, Housing Providers Group and Human Services Coalition no less than once during this Five Year Plan period to assess how KHA can improve services to the community.
- g. KHA will continue to upgrade units at Sunnyslope Homes with new stoves, new shower surrounds, and other upgrades of flooring and cabinetry on the Phase I units. Apply for grants to make units more energy efficient. Use ideas and procedures from LEAD Certification
- h. KHA will hire a service coordinator to provide resident services for Keewaydin Plaza and Nueva Vista.

GOAL 3-Increase Assisted Housing Choice:

Progress:

- a. KHA has received notification that KHA is eligible for five 811 PRA Demo vouchers for persons who experience permanent disabilities. Since the Department of Commerce notified KHA after the financing proformas were developed for Nueva Vista, KHA will request that the vouchers be utilized in the second phase project on Lot 4. Referrals will be through Community and Home-Based Services and will allow KHA to support individuals who would normally be served through a more restrictive housing resource thereby increasing housing choice for these individuals.
- b. When KHA accepted the Richland Housing Authority's Section 8 Program, their program included three persons who were Section 8 homeowners. KHA made no progress in expanding this program further during the past five year plan period.
- 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.

Upcoming Plan Goals:

- a. KHA plans to implement an HCV Homeownership program in the next Five-Year Plan period. Interest in this program was expressed by several HCV participants at the public hearing on March 31, 2015.
- b. KHA will continue to provide services to Kennewick and Benton County, including Prosser, Richland and West Richland area. KHA will continue to allow participants to lease up in Franklin County under the existing Memorandum of Agreement, allowing participants more housing choices within the Tri-Cities area.
- c. KHA will explore other programs which have the potential to increase participant housing choice

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.
- c. In early 2014, KHA proposed to create a Police Officer in Residence program. The program was developed but no police officer accepted the position. Subsequently we worked directly with the Community Service Officer for Kennewick Police Department to establish an on-site presence without a live-in resident. KPD has been a part of our summer reading program, our Fall Festival program for our resident youth, and has spoken with our resident councils. KHA works collaboratively with KPD when we have incidents of vandalism or theft or other criminal activities in our around our public housing sites. KPD also assists with resident welfare checks. This partnership is working equally well and KHA then proposed to move the unit taken off-line back on-line to provide one additional unit of public housing to another income-qualified family.

Upcoming Plan Goals:

- a. KHA will improve economic vitality by continuing to administer the KHA Scholarship Program which awards up to six HCV or PH participant scholarships for \$500 to use for college or vocational school costs. Scholarships are distributed directly to the schools on behalf of awardees. We project that we will award up to six scholarships each year during the upcoming Five-Year plan period.
- b. KHA will encourage 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.
- c. KHA will develop linkages to the City of Kennewick's Parks & Recreation Department to afford residents opportunities to improve community quality of life via volunteer work in maintaining local parks or volunteer opportunities with the local Master Gardener's Association in the development of additional off-site community gardens in our area.
- d. 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.
- e. KHA will work in collaboration with the Benton/Franklin County Coordinated Entry System to place homeless individuals into the sixteen units designated to serve the homeless in the Nueva Vista project. The sixteen units designated for the homeless will be units with designated project-based rental assistance vouchers. Providing additional housing resources for the homeless will improve quality of life for these individuals and in addition lessen the drain on other, more expensive, community resources, thus improving the quality of quality of life in our overall community. Supportive services will also be provided to residents.

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

Progress:

KHA continues to administer its HCV Family Self-Sufficiency program, graduating three participants from the program during this Annual Agency Plan year. Three program participants continue to accrue escrow with seven participants currently on the program. KHA is providing additional training to one staff member on the FSS program in May.

Upcoming Plan Goals:

- a. KHA will offer *Money Smart* Financial Literacy Training through Banner Bank no less than once in this Five Year Plan period. KHA has tentatively scheduled the first class in the fall of 2015 for residents.
- b. KHA will explore applying for FSS Program Coordinator funding through the HUD Super NOFA process if KHA is eligible during this Five-Year Plan Period. If funded, KHA will increase enrollment in the current FSS program by no less than 10 persons per year within the Five-Year Plan period.
- c. KHA will offer the FSS program and will continue to inform program residents of available community resources through the delivery of on-site workshops or off-site referral to workshops provided by Work Source or other community entities. Six (6) HCV participants are projected to graduate from the FSS program during this Five-Year Plan period.
- d. KHA will encourage residents who are interested in HCV Homeownership to develop assets through the Federal Home Loan Bank's *Home\$tart* program which will allow participants to save \$1,666 in order to access a matching grant of \$5,000 for down payment/closing cost assistance. Dedicated homeownership savings will be necessary for an HCV participant in order to move forward into the HCV Homeownership program.
- e. KHA will encourage residents who are interested in HCV Homeownership to access down payment resources through other avenues. Resources may include the City of Kennewick, City of Richland, or City of Pasco's down payment assistance programs, the Washington State Housing Finance Commission's down payment assistance programs or other viable community resources. KHA will track the down payment resources utilized by HCV Homeownership participants and report each year and document that all HCV Homeownership participants participated in some type of asset development and/or savings program before moving forward into HCV Homeownership.
- f. KHA will explore other asset development programs over the next Five Year Plan period in order to assist residents in achieving self-sufficiency. If other asset development programs are available, KHA will document that no less than ten participants during this Five-Year Plan period were able to access asset development programs available within our community.
- g. In the Nueva Vista development, residents living in the units with project-based rental assistance will receive supportive services through Community Action Connections, Domestic Violence Services, and/or Veteran's groups. The Resident Services building will be wired for a small computer lab and the Resident Services building includes resident meeting space. KHA will develop a series of self-sufficiency classes for residents. KHA anticipates that we will develop the capacity to teach a Ready-2-Rent and other self-sufficiency classes in years three, four and five of this Five-Year Plan period and will designate the number of residents each year to be served within the subsequent Annual Agency Plans.

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.

Upcoming Plan Goals:

- a. KHA will continue to make training to staff available during the upcoming Five-Year Plan period.
- b. KHA will continue to meet LEP requirements.
- c. KHA will explore how to increase the availability of units for special needs populations as KHA develops additional units of housing during this five year plan period. KHA will meet the mandated 5% accessible units and 2% sight/sound equipped units in all new development projects.

NEW GOAL 7-Improve KHA Programs and Services

Upcoming Plan Goals:

- 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)
- b. Create a non-profit subsidiary to explore mixed finance development and/or RAD conversion
- c. Develop agency succession plan for key positions
- d. Augment agency capacity via use of interns or volunteers
- e. Build awareness by having supplement inserts in Tri-City Herald, Business Journal and Chamber of Commerce with success stories of participants

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>KHA is in the process of making revisions to its Public Housing Admissions & Continued Occupancy Policy (ACOP) which is currently in a 30-day comment period. Public hearings are scheduled for April 27 and 28, 2015. The ACOP is scheduled to be presented at KHA's May 21, 2015 Board of Commissioners meeting for approval and adoption. KHA's HCV Administrative Plan is in the midst of revision with completion anticipated in mid-2015.</p> <p>Changes include:</p> <ol style="list-style-type: none"> 1. Regulatory updates and changes issued by HUD (i.e. VAWA, LGBT); KHA will follow the guidance set out in PIH Notice 2014-20 and set forth at 24 CFR 5.105(a)(2) with regard to program eligibility regardless of sexual orientation, gender identity or marital status. KHA has adopted the definition of family as prescribed within the notice. KHA will follow the law set forth within the <i>Violence Against Women and Department of Justice Reauthorization Act of 2005</i> (VAWA) and any subsequent additions or revisions to the Act (Pub.L.109-162, H.R. 3402) or additional HUD regulations or notices that may be issued with regard to this Act within the next Five-Year Plan period. KHA specifically reviews applicant placement back on the KHA waiting lists if an applicant was fleeing from a domestic violence situation and could not access mail. KHA works collaboratively with Domestic Violence Services (DVS) in Kennebec to assist victims in accessing case management and other resources. KHA also provides two units of housing specifically dedicated to support victims of domestic violence. This program is a collaborative partnership between KHA and DVS. DVS is responsible for selection, placement and ongoing case management with KHA serving as the landlord for the two units. The property was provided to KHA by the City of Richland and the program is currently receiving project-based rental assistance through Benton/Franklin Counties. In addition KHA has a domestic violence preference which allows a victim of domestic violence to reach the top of the waiting list quicker than an applicant without a preference. KHA works collaboratively with community partners when lease violations occur that may be due to a domestic violence dispute in order for a participant to continue to maintain their good standing status in order to remain on program. 2. Changes in response times from calendar days to business days; 3. Required denials of admission; 4. Overall changes to make policy more customer service oriented. <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>Agency Plans are available at the main Administration Office of Kennebec Housing Authority and on the KHA website.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>KHA allocated 20 units of project-based HCV rental assistance for the special needs population of very low-income households who are homeless, or persons with disabilities, or victims of domestic violence or veterans. The AHAP was executed in December of 2014. Project is a 32 unit tax credit development located at 386 North Union Street in Kennebec. Project will not be complete until December of 2015.</p> <p>KHA plans to explore the allocation of 20 units of project-based rental assistance to a project adjacent to Nueva Vista on or before the end of this 5-Year Plan cycle. Selection process would be via a competitive Housing Trust Fund and/or competitive Low Income Housing Tax Credit award as per the selection procedures described under 983.51(b)(2). KHA also plans to explore the allocation of 10 additional project-based rental assistance vouchers within Benton County per the selection procedures described under 983.51(b)(1). Currently Benton/Franklin County provides county resources for tenant-based rental assistance and those resources may not be available in future years which may impact this objective.</p> <p>KHA currently administers a Housing Assistance Payments Contract for a 138-unit Moderate Rehabilitation development in Richland Washington. Property owners are currently in the process of submitting a Component 2 Rental Assistance Demonstration (RAD) application. If the conversion to RAD is successful, the current Housing Assistance Payment contract will be void. Per HUD, KHA will receive project-based rental assistance for the 138 units which will allow KHA to enter into a new HAP contract with the owner. If the conversion is unsuccessful, KHA will continue to administer the current program. KHA fully supports the conversion of this project to RAD as it will allow rehabilitation of all units and provide a better quality of housing for families. The owner of the development plans to develop and administer a Family Self-Sufficiency Program for residents.</p> <p>KHA proposes to implement an HCV Homeownership program in the next 5-Year Plan period. The program will be launched in 2016 via a lottery with no less than five applicants receiving a <i>Certificate of Eligibility</i> in year 1 of the program and no less than seven applicants awarded Certificates in the subsequent years. KHA estimates that approximately 30-35 vouchers will morph from rental assistance to homeownership assistance vouchers over the course of the 5-Year Plan period. KHA anticipates that over 200 participants will initially express interest in this program, but few participants will actually be mortgage-ready, able to qualify with a lender for a mortgage and able to access sufficient down payment resources. KHA's Executive Director developed and administered an HCV Homeownership program for over five years and 48 HCV rental participants were able to move into HCV Homeownership within a five year period. One HCV Specialist employed by KHA has been a former real estate professional so KHA has significant in-house capacity to successfully develop and administer an active HCV Homeownership program. Preliminary discussions have begun with lenders and down payment assistance providers with positive support for the program. KHA HCV participants express interest in this program at the Public Hearing on the Five-Year Plan.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. See HUD Forms to KHA's FY2015 & 5-Year Agency Plans</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. See HUD Forms 50075.1</p>

8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. See HUD Forms 50075.2</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. N/A</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>KHA Waiting List(s): **Out of the total percent (100%) of KHA's waiting lists for its Public Housing Program & Section 8 Programs the following housing needs are identified (data is derived from combining both program waiting lists together): Income: <u>85%</u> "households who are "extremely low income"(30% of Areas Median Income Guidelines), <u>12%</u> "households who are "low-income (30% but 50% of Areas Median Income Guidelines) <u>3%</u> "households who are "low-income (50% but 80% of Areas Median Income Household Composition: <u>56%</u> With children <u>7%</u> Elderly <u>29%</u> With Disabilities Race/Ethnicity: <u>75%</u> White <u>22%</u> Hispanic/Latino <u>21%</u> Black/African American <u>1%</u> Asian Needed Bedroom Size Units: 1 Bd = <u>51%</u> 2 Bd = <u>32%</u> 3 Bd = <u>13%</u> 4 Bd = <u>3%</u> 5 Bd = <u>1%</u> 6 (+) = <u>0%</u></p> <p>Tri-Cities Consolidated Plan: Based on information provided by applicable Consolidated Plan (2015-2019 Tri-Cities Consolidate Plan – Consolidated Community Development & Affordable Housing Plan For The Cities of Kennewick, Richland & Pasco) the following information reasonably addresses identification of housing needs in KHA's jurisdiction, however information is limited and/or is not provided within this data source (most current data, % for low income disabled, elderly, ethnicity). At least 8,595 renter households were paying more than 30% of income for housing costs. At least 1,584 renter households were living in overcrowded conditions. Over 350 households were living in housing without complete plumbing or kitchen facilities. Poorest households were most burdened by cost. Of the 4,470 renter households with severe cost burdens (i.e., paying more than 50% of income for housing), 75% had incomes at or below 30% of AMI. Tri-Cities/Benton County has limited shelter housing, one (1) domestic violence shelter (Benton County) housing a max of 35 individuals (women/children), one (1) local Mission housing a max 95 beds for singles males, 22 beds for single female, 22 single female with children, two (2) Teen, singles, family shelters housing a max 24 teens. Short-term transitional housing has a total of 88 beds. All data provided demonstrates the great and increasing need for more affordable long-term, shelter & transitional housing in KHA's jurisdiction. Consolidated Plan does not provide estimated or exact data for housing needs of accessibility, size of units, location and ethnicity.</p> <p>Tri-Cities, Washington WCRER/Runstad and Dupre + Scott Apartment Market Surveys: Tri-Cities, Washington - Washington Center for Real Estate Research (WCRER) now part of Runstad Center for Real Estate Studies at the University of Washington provided the WCRER/Runstad and Dupre + Scott Apartment Market Surveys for Fall 2014 reported occupancy rate at 95.3% for Benton & Franklin Counties. Survey reported occupancy rates increased over the last year slightly reducing housing hardship, homelessness and at risk for homelessness for extremely low and low income individuals and/or households.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <ol style="list-style-type: none"> 1. KHA allocated 20 units of project-based section 8 assistance for the special needs population of very low-income households who are either homeless, disabled, developmentally disabled, domestic violence victims, veterans. Project is a 32 unit tax credit development located at 386 N. Union St. in Kennewick. 2. KHA will continue to identify and address all viable options and resources within its agency capacity to partner with community agencies to expand its housing stock in providing either transitional or long-term affordable housing for the special needs populations that are identified within our communities.

<p>10.0</p>	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. None At This Annual Plan Submission</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" The HA hereby defines substantial deviation and significant amendment or modification as any change in policy which significantly and substantially alters the Authority's stated mission and the populations the Authority serves. This would include admissions preferences, demolition or disposition activities and conversion programs. Discretionary or administrative amendments consonant with the Authority's stated overall mission and basic objectives will not be considered substantial deviations or significant amendments. A revision to the Admissions and Continued Occupancy Plan (ACOP) and HCV Administrative Plan will be subject to a 30-day public comment period but will not trigger the need for a Substantial Amendment to this plan. The ACOP and HCV Admin Plan will be effective on the date approved by the KHA Board of Commissioners. The conversion of the Moderate Rehabilitation development located in Richland Washington to a Component 2 Rental Assistance Demonstration program as noted in Section 7.0 during this plan year will not constitute a need for a Substantial Amendment to this plan.</p>
<p>11.0</p>	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>