

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 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last **Five-Year 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.
- Substantial Deviation.
- Significant Amendment/Modification

(b) The PHA must submit its Deconcentration Policy for Field Office Review.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

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.

KHA anticipates that three to six units will be taken off line for modernization this plan year at Keewaydin Plaza or Sunnyslope Homes.

KHA will explore options for Sunnyslope Homes LRPH and Keewaydin Plaza LRPH properties during this plan year, anticipating a multi-phase RAD Conversion project which potentially could include the development of additional affordable housing units at Sunnyslope Homes since the site is not maxed out. Sunnyslope Homes is a low rent public housing project built in 1951-52. The 2019-20 AAP plan years will be dedicated to further exploring the best options for this activity and potential funding sources. An exploratory meeting has been set with a development consultant and the KHA Board of Commissioners to further explore the viability of a RAD conversion.

KHA placed 14 vouchers into Nueva Vista Phase II, a tax credit property, in October-December of 2018. The community is located in Kennewick, Washington. Project-based rental assistance in additional units meets KHA AAP Goal 1, Increase Housing Stock; since many families who need affordable housing will not qualify even for tax credit, below market rate units alone and need some type of rental assistance to qualify for housing. Project-basing vouchers into specific developments will allow a seamless transition into housing for very low to extremely low income families.

After a year, if KHA is issuing vouchers, the voucher holder would be afforded additional “choices” of housing by requesting to receive a tenant-based voucher which would enable the family to port to any PHA in the nation or to move across town into an area of opportunity which may better meet the family’s long term goals, thus meeting KHA AAP Goal 3, Increase Assisted Housing Choice. The ability to move from project-based assistance to tenant-based assistance also may meet KHA AAP Goal 2, Increase Customer Satisfaction. In some cases, a family might move from project-based assistance into the HCV Homeownership option, which would meet KHA AAP Goal 5-Promote Self-Sufficiency and Asset Development of Assisted Households. Project-based rental assistance for families is often the first step in a continuum of services which could lead to total self-sufficiency and asset development within a few years.

KHA will also be exploring an automated work order and bar code inventory system as well as expansion of our automatic deposit program for payments to landlords and vendors.

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 Below:

- 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. This community has been successfully operating for the past three years.
Nueva Vista Phase II Project (28 units) The Nueva Vista Phase II project received full funding in April of 2017. An investor was secured and construction began in late October. The community was substantially complete in October. An award of five 811 PRAD vouchers secured. Fourteen project-based vouchers placed into this community. All units were leased by December 21, 2018.
- 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 was previously provided by Benton/Franklin Counties with supportive services 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. Both units are leased to voucher participants. No turnover of residents in these units during the current plan year.

GOAL 2-Increase Customer Satisfaction: Progress Below:

- a. KHA continues to meet its Limited English Proficiency (LEP) Requirements to ensure meaningful access to and participation in its housing programs and services for LEP participants. KHA has a number of bi-lingual staff persons. KHA utilizes the Language Line or other interpretation services for meetings when required so LEP families have equal access to KHA services. KHA will provide Spanish translation services at public hearings.
- b. KHA's FSS/Service Coordinator provides resident services at Nueva Vista I & II and for KHA's FSS participants. The FSS/Service Coordinator has been in the position since July 1, 2015. KHA is expanding the FSS program even without Coordinator salary funding.

GOAL 3-Increase Assisted Housing Choice: Progress Below:

- a. KHA has received an allocation of four 811 PRA Demo vouchers for Nueva Vista for persons who experience permanent disabilities. KHA has received a conditional award of five additional 811 PRA Demo vouchers to place in Nueva Vista Phase II.
- b. When KHA accepted the Richland Housing Authority's Section 8 Program, their program included three persons who were Section 8 homeowners, two have gone off program. KHA launched the HCV Homeownership program on September 7, 2016. KHA has multiple families who have purchased a home through this program. We anticipate that approximately eight families per year will transition from the rental assistance option to the homeownership option.
- 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 explored opportunities with the City of Richland to acquire a 28 unit multi-family property in Benton City and ten single family dwellings. Currently that process is on-hold, due to an underlying HUD debt that may prohibit a transfer of ownership.

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

- 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. KHA provides housing for persons with disabilities and for individuals who were previously homeless at Nueva Vista I & II. Project-based rental assistance is provided in 34 units. The Family Self-Sufficiency Coordinator provides services to these individuals and space is available for caregivers and/or service providers to meet with their clients on-site at Nueva Vista. She is also assisting with the transition of the administration of VASH vouchers for veterans who live in our community.
- 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. Six scholarships were awarded in 2015, six awarded in 2016 and six awarded in 2017. KHA plans to continue this program during the current plan year.
- 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.
- d. The Master Gardener's Association developed two garden sites at Sunnyslope Homes and assisted Keewaydin Plaza residents with their gardening activities. The Association has assigned a Master Gardener to Nueva Vista I & II as well. This is a community garden activity. Master Gardeners will assist KHA residents in 2019 in building beds at NVII and gardening activities at other sites.
- e. KHA is working 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 Housing Resource Center to place homeless individuals into KHA housing units. Nueva Vista has 16 set-aside units for persons who were previously homeless. NVII has 14 set-aside units.

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

- a. KHA continues to administer the Family Self-Sufficiency program. Escrow continues to accrue for participants on the program. The FSS Coordinator is focused on administering the FSS program at Nueva Vista I & II for the work-able families who receive project-based voucher rental assistance. KHA hopes to begin exploring opportunities for other asset development programs during the next plan year.
- b. KHA and Community Action Connections jointly developed the "Ducks Down" program which complements KHA's HCV Homeownership program aka the "Ducks" program. This joint program provides an additional \$5,000 for down payment and/or closing costs for participants. For participants who purchase in Kennewick, Pasco or Richland \$10,000 of down payment assistance can be accessed by participants via the Tri-Cities HOME Consortium. A national NAHRO Award of Merit was awarded to "Ducks Down."

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

- 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. Quarterly meetings are held between Northwest Justice Project attorneys and Housing Authority City of Pasco and KHA to facilitate better communication between all parties and ongoing collaborative interventions for tenants.

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

- 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 HCV Homeownership program and Ducks Down program. KHA is actively working to create a "book rich" environment for Sunnyslope's youthful residents.
- b. Create a non-profit subsidiary to explore mixed finance development and/or RAD conversion – continued discussions
- c. Augment agency capacity via use of interns or volunteers through Goodwill and Work Source. KHA is working with Work Source to establish KHA as a permanent training site for WEX participants who are Section 3 eligible. We are also an OJT placement site.
- d. Build awareness by having articles in Tri-City Herald, Tri-City Business Journal. KHA staff were also interviewed by local television stations on our development activities and resident gardening activities.
- e. KHA hosted public presentations on Tiny Houses and the Department of Commerce's Landlord Mitigation program.

C.	<p>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.</p>
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>KHA placed 14 vouchers into the Nueva Vista Phase II, a tax credit property, in October-December of 2018 in Kennewick, Washington.</p> <p>Project-based rental assistance in additional units meets KHA AAP Goal 1, Increase Housing Stock; since homeless families who need affordable housing may not qualify even for tax credit, below market rate units alone and need some type of rental assistance to qualify for housing. Project-basing vouchers into specific developments will allow a seamless transition into housing for very low to extremely low income families. After a year, if KHA is issuing vouchers, the voucher holder would be afforded additional “choices” of housing by requesting to receive a tenant-based voucher which would enable the family to port to any PHA in the nation or to move across town into an area of opportunity which may better meet the family’s long term goals, thus meeting KHA AAP Goal 3, Increase Assisted Housing Choice. The ability to move from project-based assistance to tenant-based assistance also may meet KHA AAP Goal 2, Increase Customer Satisfaction. In some cases, a family might move from project-based assistance into the HCV Homeownership option, which would meet KHA AAP Goal 5-Promote Self-Sufficiency and Asset Development of Assisted Households. Project-based rental assistance for families is often the first step in a continuum of services and could lead to total self-sufficiency and asset development within a few years. KHA is also working with VASH case managers to assess whether some VASH participants might be interested in the future in participating in the HCV Homeownership program which would also meet Goals 2, 3 and 5. One VASH participant has already inquired about this program. In the upcoming plan cycle, we will work to add language into our Admin Plan which will allow seamless transition from a VASH voucher to an HCV Homeownership Voucher. We will also explore with the Housing Authority of the City of Pasco and Franklin County how we can serve the participants who desire to participate in the homeownership program.</p> <p>KHA anticipates that three to six units will be taken off line for modernization this plan year at Keewaydin Plaza or Sunnyslope Homes.</p> <p>KHA will begin exploring RAD options for Keewaydin Plaza and Sunnyslope Homes LRP properties during this plan year, anticipating a multi-phase project which potentially could include the development of additional affordable housing units since the Sunnyslope Homes site is not maxed out. Sunnyslope Homes is a low rent public housing project built in 1951-52. Future activities could include a RAD mixed finance modernization or development activity and could include a demolition application or RAD Conversion application in a future plan year. We also anticipate that we would utilize both the 9% and 4% tax credit programs in this effort. The 2019-20 AAP plan year will be dedicated to researching best options for this activity and potential funding sources. We anticipate that this activity will also be in-process during the next Five-Year AAP.</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>Form 50077-SM, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, 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.</p>
D	<p>Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.</p>
D.1	<p>Civil Rights Certification.</p> <p>Form 50077-SM-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

<p>D.2</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/> No formal RAB; one formally organized Resident Council who meets nine times per year. The Council is considered the RAB for the purposes of the Annual Agency Plan. Comments are also solicited on our plan from service provider networks in our community and they are invited to the public hearings. KHA will be inviting HCV participants, Sunnyslope Homes residents and Keewaydin Plaza residents and Resident Council members to attend public hearings and/or comment on the draft plan. Draft plan comments will be able to be submitted via email.</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>D.3</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>E</p>	<p>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).</p>
<p>E.1</p>	<p>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 August 1, 2017 and approved on August 1, 2017. A Capital Fund Plan is submitted separately to HUD each year and funding is awarded separately.</p>