

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

Definitions.

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

A. PHA Information.												
<p>A.1 PHA Name: _____ Housing Authority of the City of Glendale _____ PHA Code: <u>CA114</u> _____</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2019</u> _____</p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Housing Choice Vouchers (HCVs) <u>1592</u> _____</p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <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 the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>City of Glendale, Community Development, Housing Division Counter 141 North Glendale Ave, Room 202 Glendale, Ca 91206</p> <p>City of Glendale Libraries at the following locations:</p> <table border="0"> <tr> <td>Downtown Central Library 222 E Harvard St Glendale, CA 91205</td> <td>Brand Library & Art Center 1601 W Mountain St Glendale, CA 91201</td> <td>Casa Verdugo Library 1151 N Brand Blvd Glendale, CA 91202</td> <td>Chevy Chase Library 3301 E Chevy Chase Dr Glendale, CA 91206</td> </tr> <tr> <td>Grandview Library 1535 Fifth Street Glendale, CA 91201</td> <td>Library Connection @Adam Square 1100 E Chevy Chase Dr Glendale, CA 91205</td> <td>Montrose Library 2465 Honolulu Ave Glendale, CA 91020</td> <td>Pacific Park Library 501 S Pacific Ave Glendale, CA 91204</td> </tr> </table> <p>City of Glendale Recreation Centers at the following locations:</p> <table border="0"> <tr> <td>Adult Recreation Center 201 E Colorado Glendale, CA 91205</td> <td>Pacific Community Center & Park 501 S Pacific Ave Glendale, CA 91204</td> <td>Sparr Heights Community Center 1613 Glencoe Way Glendale, CA 91208</td> <td>Maple Park Community Center 820 E Maple St Glendale, Ca 91205</td> </tr> </table> <p>Housing Website: http://www.glendaleca.gov/government/departments/community-development/housing/plans-reports-and-loan-forms</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)</p>	Downtown Central Library 222 E Harvard St Glendale, CA 91205	Brand Library & Art Center 1601 W Mountain St Glendale, CA 91201	Casa Verdugo Library 1151 N Brand Blvd Glendale, CA 91202	Chevy Chase Library 3301 E Chevy Chase Dr Glendale, CA 91206	Grandview Library 1535 Fifth Street Glendale, CA 91201	Library Connection @Adam Square 1100 E Chevy Chase Dr Glendale, CA 91205	Montrose Library 2465 Honolulu Ave Glendale, CA 91020	Pacific Park Library 501 S Pacific Ave Glendale, CA 91204	Adult Recreation Center 201 E Colorado Glendale, CA 91205	Pacific Community Center & Park 501 S Pacific Ave Glendale, CA 91204	Sparr Heights Community Center 1613 Glencoe Way Glendale, CA 91208	Maple Park Community Center 820 E Maple St Glendale, Ca 91205
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	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program
	Lead HA:				

B. Annual Plan.

B.1 Revision of PHA Plan Elements.

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

Y N

- ☐ ☒ Housing Needs and Strategy for Addressing Housing Needs.
☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
☒ ☐ Financial Resources.
☒ ☐ Rent Determination.
☒ ☐ Operation and Management.
☐ ☒ Informal Review and Hearing Procedures.
☐ ☒ Homeownership Programs.
☐ ☒ Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.
☐ ☒ Substantial Deviation.
☒ ☐ Significant Amendment/Modification.

(b) If the PHA answered yes for any element, describe the revisions for each element(s):

Financial Resources- Planned Sources and Uses *

Planned Use	# of vouchers	Amount
Glendale HAP Vouchers	1592	\$19,180,416.00
Administrative Fee		\$1,318,176.00
	subtotal	\$20,498,592.00
VASH HAP Vouchers	15	\$180,720.00
Administrative Fee		\$12,420.00
	subtotal	\$193,140.00
Main Stream HAP Vouchers	14	\$145,038.00
	subtotal	\$145,038.00
Port HAP Vouchers	1,381	\$16,638,288.00
Port Administrative Fee		\$1,143,468.00
		\$17,781,756.00
	GRAND TOTAL	\$38,618,526.00

*Assumes full funding for all needs

Rent Determination

With rental vacancies at an all-time low in the City of Glendale, the agency completed an analysis of the Section 8 payment standard. The Housing Authority based the increase on finalized 2018 Fair Market Rents (FMR) which resulted in a higher payment standard for all four bedroom categories listed below. **The payment standards listed below are a comparison between the initial and most recent payment standard increase that went into effect 3/1/2019.**

See Chart Below:

The increased payment standard for each category is the following:

	0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm
# of units per bedroom size	31	1,191	173	9	0
Payment Standard Increase	\$234	\$169	\$236	\$228	\$174
Projected Total Cost for CY2018	\$72,540	\$ 2,012,790	\$ 408,280	\$20,520	\$0
Initial Payment Standard	\$982	\$1,284	\$1,645	\$2,053	\$2,467
Current Payment Standard	\$1,216	\$1,453	\$1,881	\$2,281	\$2,641

The total projected cost of the increased payment standard to the Housing Authority is approximately \$2,514,130 for CY2019

Significant Amendment/Modification.

The definition of a Significant Amendment/Modification is: any changes made by the PHA resulting in changes to rent and income determination, fair housing requirements, admissions and screening policies or organization of the waiting list.

Operations and Management

1. Addition of a Mainstream Voucher Program to serve 14 developmentally disabled, non-senior households who are prepared to come out of institutionalized settings and live independently.

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

☐ ☒ Project Based Vouchers.

(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

B.3 Most Recent Fiscal Year Audit.

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

Y N N/A

☒ ☐ ☐

(b) If yes, please describe:

There were no Single Audit Compliance Audit Findings that are required to be reported in accordance with 2 CFR 200.516(a). However, there was a Finding 2018-001, which found a Significant Deficiency under 2 CFR 200.62, internal control over compliance requirements for Federal awards. No questioned costs were identified as a result of the procedures performed.

As a result, the Community Development Department Housing Division revised policies and procedures to describe: 1) the process of systematic review of HAP registers prior to payment disbursements, and 2) documentation of completion of this review by experienced upper management staff designated by the Director of Community Development.

B.4	<p>Civil Rights Certification</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.5	<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>
B.6	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan. Goals and Objectives: 2015-2020</p> <p>Goal: Improve the availability of decent, safe and affordable housing.</p> <ul style="list-style-type: none"> Objective: Apply for Additional Housing Choice Vouchers. The agency reviewed all published Notices of Funding Availability (NOFA). An award of \$145,038 was awarded for 14 Mainstream Vouchers to serve developmentally disabled, non-senior households who are prepared to come out of institutionalized settings and live independently. <p>Objective: Work with owners to list their vacancies and market units to Section 8 voucher holders. Our agency has attended an expo that target local multi-family property owners in the San Gabriel Valley area Our agency has provided education on Fair Housing and Housing Rights at tenant and owner forums held in November . Attendees were provided information on free legal service and affordable housing opportunities.</p> <p>Our agency continues to provide and maintain an available vacancy rental list for 1 , 2 and 3 bedroom units and continually markets to new owners and works with existing owners to retain units for the Section 8 program.</p> <ul style="list-style-type: none"> Objective: Continue to obtain a High Performing Agency rating on the Section Eight Management Assessment Program (SEMAP) Our agency has continued to achieve a High Performer Agency rating on the SEMAP. <p>Goal: Continue to maintain good working relationships with other local PHA's.</p> <ul style="list-style-type: none"> Objective: Provide families the option of portability. Over the last 16 years, the program has attracted and leased 1394 portable vouchers on average per year. As of January 1, 2019, our agency has 1381 portable vouchers and 8 VASH vouchers leased up in our PHA. Additionally, our PHA continues to work with the Pasadena Housing Authority to facilitate portability for Housing Opportunities for Persons With Aids (HOPWA) participants. Although HOPWA participants are issued a voucher from Pasadena, Glendale handles all initial inspections within our jurisdiction when the participant locates a unit in Glendale, as our agency doesn't have a HOPWA program. <p>Goal: Continue to promote fair housing and equal opportunities.</p> <ul style="list-style-type: none"> Objective: Provide staff, owners and tenants with information and training related to affirmatively furthering fair housing and Violence Against Women Act (VAWA). Our agency continues to provide training to staff on updated policies and procedures.

Resident Advisory Board (RAB) Comments.

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

Y N
☒ ☐

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

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

B.3 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(p\)](#))

B.4 Civil Rights Certification. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. ([24 CFR §903.7\(o\)](#))

B.5 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))

B.6 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))

B.7 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

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

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

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