

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Union County Housing Authority</u> PHA Code: <u>FL042</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>04/2010</u>												
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>122</u> Number of HCV units: _____												
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
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PHA 2:													
PHA 3:													
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.												
<b>5.1</b>	<b>Mission.</b>  <b>It is the mission of the Union County Housing Authority to ensure safe, decent, and affordable housing. And to provide a higher quality of family life for all eligible residents, create opportunities for residents for self sufficiency, establish a drug and crime free environment and integrity in all programs administered without discrimination.</b>												
<b>5.2</b>	<b>Goals and Objectives</b>  <b>The Housing Authority recognizes the resident as their ultimate customer. The Authority is continually trying to improve our management and service delivery efforts through oversight, assistance and selective intervention by highly skilled, diagnostic and result-oriented personnel. The Authority has created a problem solving partnership with our residents, the community, and government leadership. Thus our Authority maintains our housing units and common areas in the best possible condition.</b>												

6.0	<p><b>PHA Plan Update</b></p> <p>(a) There have been no revisions to the PHA Plan since the last submission.</p> <p>(b) The PHA Plan, revised policies or/and program changes are available for public review at the PHA main administrative office. The supporting documents are also available at the main administrative office.</p> <ol style="list-style-type: none"> <li>1. It is the policy of the Union County Housing Authority to comply fully with all Federal, State, and local nondiscrimination laws and within the rules and regulations governing Fair Housing and Equal Opportunity in housing. The Union County Housing Authority shall not on account of race, color, sex, creed, national origin or marital status, deny any family or individual the opportunity to apply for assistance under the Low-Rent Housing Program. Neither will the Housing Authority discriminate because of religion, age, disability, pregnancy, parenthood, nor veteran status. The Housing Authority shall not automatically deny admission to a particular group or category of otherwise qualified applicants.</li> <li>2. The Union County Housing Authority anticipates the following sources of revenue: <ul style="list-style-type: none"> <li>• Operating Subsidy</li> <li>• Capitol Fund Grants</li> <li>• Tenant Accounts Receivables</li> <li>• ARRA Grants</li> </ul> <p>It is the intent of the Housing Authority to use the aforementioned revenue for property modernization, property maintenance and for day to day operation costs.</p> </li> <li>3. The Union County Housing Authority will calculate tenant rental payments in accordance with the policies and procedures set forth by the Department of Housing and Urban Development for Low-Income Public Housing.</li> <li>4. The Union County Housing Authority maintenance department shall maintain each development in a condition equal to or greater than Housing Quality Standards (HQS) requirements, to meet and exceed all maintenance related PHMAP indicators. The maintenance department will also ensure that units have been eradicated of pest infestation through monthly pest control and routine inspections. Administration will work with the maintenance department to make sure that existing staff is properly utilized with a reasonable amount of overtime, and that the department operates within budget and on schedule.</li> <li>5. Residents and applicants have the opportunity to present their complaints and to appeal management decisions through a dispute resolution or grievance procedure. The Authority will attempt to resolve promptly all grievances that are presented. Residents or applicants must notify the Authority, in a timely fashion (within 5 business days) of the decision or occurrence for which the Housing Authority is being grieved. Residents or applicants that feel they have an appropriate grievance should proceed as follows: <ol style="list-style-type: none"> <li>a. Step One - Promptly bring the grievance to the attention of the Executive Director. The grievance must be presented in writing. The Executive Director shall investigate the grievance, attempt to resolve it and give a decision to the resident or applicant in writing in a timely fashion (within 5 business days). The Executive Director shall prepare a written and dated summary of the grievance and proposed resolution for file purposes.</li> <li>b. Step Two – (Appeal the decision to the Board of Commissioners, if dissatisfied with the Executive Director’s decision the resident or applicant may request a hearing with the Board of Commissioners in writing. The Board of Commissioners shall take the necessary steps to review and investigate the grievance and will then issue a written, final and binding decision.</li> </ol> </li> <li>6. The Union County Housing Authority gives preference to those who are handicapped, disabled, elderly and domestic violence victims. 5% of its total number of units has been designated for the accommodation of residents with handicaps and/or disabilities. There are 6 units at 715 West Main Street that have been designated as handicap accessible units.</li> <li>7. The Union County Housing Authority is providing space for the Suwannee River Economic Council to provide services to the elderly. The space is provided as an in-kind service to the community. The services provided include meals for the elderly, daily social activities, and home care services.</li> <li>8. The Union County Housing Authority is committed to providing a safe and peaceful environment for its families. The Housing Authority enforces the “One Strike” policy while working in conjunction with local law enforcement and resident crime watch neighborhoods.</li> <li>9. The Union County Housing Authority has a pet policy that permits the ownership of pets for those who need pets for therapeutic and/or service reasons.</li> <li>10. The Union County Housing Authority is committed to full compliance with applicable Civil Rights Acts, the UCHA will provide federal, state, and local information to applicant/participant households regarding discrimination and recourse in the event of discrimination. Such information will be made available during the Pre-Occupancy Briefing and all applicable forms and printed material will be made available to prospective resident families. Posters and housing information are displayed in locations throughout the UCHA’s main office in such a manner as to be easily readable from a wheelchair.</li> <li>11. The Union County Housing Authority is in compliance with Fiscal Year Audit requirements. The most recent audit report had no findings.</li> <li>12. The Union County Housing Authority will continue to work with our accountant to monitor assets, plan for long term operating through careful resource management, continue to use Capitol Funds to modernize and maintain property. The Housing Authority will continue to maximize the life of inventory items and keep accurate detailed records of items that are disposed. The Housing Authority will continue to operate in a conservative fashion to reserve resources for future needs.</li> <li>13. The Union County Housing Authority has a Violence Against Women Policy. The Housing Authority works with local law enforcement agencies as well as social service agencies for women and children to provide assistance in the following areas. <ol style="list-style-type: none"> <li>a. Law Enforcement – Investigation and Court Activity</li> <li>b. Social Services – Assistance with counseling, health care, child care assistance and other services as required.</li> </ol> </li> </ol>
7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p>

<b>8.0</b>	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.
<b>8.1</b>	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b>
<b>8.2</b>	<b>Capital Fund Program Five-Year Action Plan</b>
<b>8.3</b>	<b>Capital Fund Financing Program (CFFP).</b> <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
<b>9.0</b>	<b>Housing Needs</b> The Union County Housing Authority will continue to provide housing to eligible residents that is safe, sanitary and decent in an affordable manner to meet the prospective residents needs.

<b>9.1</b>	<p><b>Strategy for Addressing Housing Needs.</b>  The Union County Housing Authority has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the State of Florida:</p> <ol style="list-style-type: none"> <li>1. The PHA has based its statement of need of families on its waiting lists on the needs expressed in the Consolidated Plan.</li> <li>2. The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.</li> <li>3. The PHA has consulted with the Consolidated Plan agency during the development of the PHA Plan.</li> <li>4. Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.</li> </ol> <p>The Consolidated Plan of the State of Florida supports the PHA Plan with the following actions and commitments:</p> <ul style="list-style-type: none"> <li>• To provide housing to eligible prospective residents that is safe, sanitary and decent.</li> <li>• To provide economic opportunity to the prospective residents and work with other housing agencies within the jurisdiction.</li> </ul>
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<b>10.0</b>	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <ol style="list-style-type: none"> <li>a. The Board of Commissioners, Administration and Maintenance Department of the Union County Housing Authority continues to work to provide a decent, safe, sanitary and peaceful living environment for our families while using our resources in the most efficient way possible. To continue to maintain, modernize and operate the HA and its affairs with integrity. The Housing Authority will also continue to seek ways to create opportunities for self-sufficiency and economic independence and fiscal integrity in all programs</li> <li>b. Any substantial deviation from the Mission Statement and/or Goals and Objectives presented in the 5-year Plan that cause changes in the services provided to residents or significant changes to the Agency's financial situation, in excess of \$50,000.00 will be documented in subsequent Agency Plans. An exception to this will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements offered by HUD.</li> </ol>
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<b>11.0</b>	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <ol style="list-style-type: none"> <li>(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)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(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.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> </ol>
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