

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	PHA Information PHA Name: Housing Authority of Thurston PHA Code: WA 049 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): 07/2010												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: N/A Number of HCV units: 1946												
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <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" style="width:100%"> <tr> <th style="width:50%">PH</th> <th style="width:50%">HCV</th> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	PH	HCV						
PH	HCV												
	PHA 1:												
	PHA 2:												
	PHA 3:												
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	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: The Mission of the Housing Authority of Thurston County is to provide safe, decent, and affordable housing and services to persons of low-income, disabled and at-risk individuals and families. The ultimate goal of the Housing Authority is to assist individuals and families to secure long term permanent housing.												
5.2	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. The goals established by the Housing Authority of Thurston County to support its mission, and the supporting objectives developed by the Housing Choice Voucher Program are as follows: Expand the supply of assisted housing <ul style="list-style-type: none"> • Apply for additional HCV units should they become available • Leverage affordable housing resources in the community through the creation of mixed finance properties Improve the quality of assisted housing <ul style="list-style-type: none"> • Increase customer satisfaction • Concentrate on efforts to improve specific management functions: decrease the vacancy time for project based units • Provide replacement vouchers: apply for vouchers for expiring mod rehab contracts • Manage the voucher budget to provide assistance to the maximum number of household possible Increase housing choices <ul style="list-style-type: none"> • Conduct outreach efforts to potential voucher landlords • Expand voucher homeownership program Improve community quality of life and economic vitality <ul style="list-style-type: none"> • Maintain and grow voucher self-sufficiency program as funding is available Promote self-sufficiency and asset development of families and individuals <ul style="list-style-type: none"> • Promote self-sufficiency and asset development of assisted households • Maintain self-sufficiency and homeownership programs Ensure Equal Opportunity in Housing for all Americans <ul style="list-style-type: none"> • Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex familial status, and disability: • Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability: • Undertake affirmative measure to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: • Maintain networking connections in the community to ensure information and access to all population groups Other HATC Goals and Objectives: To increase affordable housing opportunities for persons of low-income, disabled and at-risk individuals and families.												

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>New Local Preference(s):</p> <ul style="list-style-type: none"> • The Housing Authority is setting a preference for households referred by the VA (American Lake) who qualify for the VA Supportive Housing (VASH) Program (up to 35 vouchers). • Homeless families with children who are residing in a short or long-term homeless supportive housing program and are receiving case-managed supportive services <p>Remove Local Preference:</p> <ul style="list-style-type: none"> • Families who have successfully completed a transitional housing program and need longer-term assistance in order to complete their goals to become self-sufficient. This includes families who have successfully completed a term on the HOME/Local Tenant. <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>Main administrative office, 1206 12th Avenue SE, Olympia WA 98501 Public Library, Olympia Timberland Library, 313-8th Avenue SE, Olympia WA 98501</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>Homeownership – The Housing Authority of Thurston County has a Voucher homeownership program. Since June of 2005, HATC has closed on 40 loans. A number of the homeowners either need the voucher assistance for a short period of time or they are able to secure the home without utilizing a voucher at all. The Family Self-Sufficiency coordinator is providing homeownership counseling. The Housing Authority of Thurston County has a grant from the WA state Department of Commerce for the Downpayment Assistance Program which provides a second mortgage for the home. The Housing Authority of Thurston County also administers the ADDI program for the County.</p> <p>Project Based Vouchers – The Housing Authority of Thurston County’s Board has voted to allow contracts up to the maximum level of budget authority. The Housing Authority of Thurston County has partnered with non-profit housing developers for the provision of long-term stability of the developers housing stock. These partnerships have preserved housing stock available to voucher families. The preservation of housing stock for voucher families is essential due to increasing rents and tighter rental markets. The Project Based voucher program is available County-wide. Based on voucher availability, the application process occur semi-annual in March and September. Currently the Housing Authority has 231 units under Project-Based contracts.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p>Does not apply.</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.</p> <p>Does not apply.</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.</p> <p>Does not apply.</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><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.</p> <p>Does not apply.</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.

N/A for High Performing PHAs unless submitting a 5-year Plan.

Housing Needs in Thurston County

The *Thurston County Consolidated Plan FY 2008-2012*, summarizes housing needs within Thurston County as they relate to cost burden, substandard conditions, needs by jurisdiction, minority households needs, special needs and homelessness. The City of Olympia develops and publishes an annual consolidated plan for CDBG, but partnered with Thurston County in the preparation of the above-mentioned plan and represents the most recent needs analysis for the entire county.

Table 16 of the Consolidated Plan shows a surplus of housing that is affordable to households at the 31-80% of area median income (AMI) levels yet a deficit in housing units for those at 0-30% of AMI. The chart makes clear that there is a significant affordability mismatch, with a shortage of housing at the lowest end of the income scale as well as at the upper end of the moderate income bracket. This analysis demonstrates a need for more rental vouchers to make housing affordable for those at 0-30% of AMI. It is truly the only way for those in the lowest income brackets to obtain and maintain decent housing.

According to the *Thurston County Consolidated Plan FY 2008-2012*:

“The types of households with the greatest housing problems in Thurston County are small and large families (as opposed to elderly and non-traditional households). Small and large families bear a disproportionate share of substandard housing conditions, no matter their income level. They also carry a disproportionate share of cost burden—paying too much for their housing, given their income level—compared to other household types. This is because a high percentage of large families are found in the extremely low income group. Small families fare slightly better but are still cost-burdened as a group, because a significant share of them are in the very low-to-moderate income groupings”.

Information about substandard housing conditions that was collected for the *Thurston County Consolidated Plan FY 2008-2012* was not intended as a 100% count of substandard conditions. It lists the household types where at least 5% of all households in that category are living in substandard housing. What the Plan shows is a minimum of 594 households living in poor housing conditions.

From the *Thurston County Consolidated Plan FY 2008-2012*, the following is a summary of housing needs by jurisdiction:

Affordability Mismatch

- Bucoda (low income stock occupied by higher income)
- Rainier (low income stock occupied by higher income)
- Tenino (rental housing stock shortage)

Cost Burden

- Severe Cost Burden (50%): Small and large family renters, predominantly 0-30% AMI and Small family owners, predominantly 0-30% AMI
- Cost Burden (30%): Small renters; all other renters, primarily at 30-50% AMI; Small owners and all other owners, 30-80% AMI

Housing Conditions

Note that this category varies significantly by jurisdiction and can represent overcrowding, incomplete plumbing, or other substandard conditions. Those at the lowest income brackets with housing conditions include:

- Bucoda – Small family owners, 31-50% AMI
- Lacey – Large family owners & Small family renters, 51-80% AMI
- Olympia – Large family renters in all income groups; All other owners, 0-50% AMI
- Rainer – Small family owners, 0-50% AMI
- Tenino – Small family renters & Large family owners, 31-50% AMI
- Tumwater – Large family owners, 31% and above
- Yelm – Small family renters, 31-80% AMI
- Unincorporated Yelm – Large family renters, 51-80% AMI
- Thurston County – Large family renters, 0-50% AMI

CHAS Affordability Data

The Comprehensive Housing Affordability Strategy (CHAS) is a series of data sets developed through collaboration between the U.S. Census Bureau and the U.S. Department of Housing and Urban Development (HUD). The data provides information to help jurisdictions to identify and address housing needs of low-and-moderate income households.

The data is available by tenure (owner/renter) and type of household (elderly, small or large families, other family types), as well as by race, ethnicity and disability. Housing cost burden is measured by the amount of household income that goes towards meeting housing costs. A “cost-burdened” household is one in which more than 30% of gross income goes towards housing expenses. For owners, this includes payments of principal, interest, taxes and insurance. For renters, this includes monthly rent and utility costs. Households who pay more than 50% of income for housing are said to be “severely cost-burdened”. These households are typically among the poorest, and are found primarily at the lowest income levels, e.g., those earning 0-30% of the area median household income.

Overall for Thurston County the CHAS data shows:

- 37.5% of renters with a 30% housing cost-burden
- 17.7% of renters with a 50% housing cost-burden

The *Thurston County Consolidated Plan FY 2008-2012*'s comparison of the housing cost burden between the jurisdictions within Thurston County indicates a significant degree of housing cost burden among renters in each of the South County cities, and in the City of Olympia. The Plan's analysis continues:

“Cost burden among owners is also concentrated in South County, particularly in Bucoda and Rainier, where there are higher than average concentrations of cost burden at the 50% level. Bucoda has a significantly greater share of cost burden at all levels, regardless of housing tenure. Comparisons with the 2000 data presented in Table 21 on page 39, shows that housing cost burden has increased noticeably for homeowners since the beginning of the decade, and has remained about the same for renting households”.

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2000 Census Housing Affordability Data

The median rent reported in 2006 was \$804, with 15,485 renting households experiencing a 30% or greater cost burden. Clearly, homeowners have taken on more debt and about 5% more are cost-burdened than at the turn of the decade (30% in 2006 versus 25% of owners in 2000). However, even though there are only half as many renting households as owner households (30,083 renters as compared to 62,210 owners), a far greater proportion of renters experience cost burdens (53.3% versus 30.9%) according to the 2000 US Census.

Cost Burdens of Minority Households

The CHAS data for minority households in Thurston County indicates housing problems in each ethnic or racial group, to some degree. The number of households with housing problems is listed across from the racial designation, using the same threshold as previous analyses: 2/3 of the households in a particular category have housing problems.

African American Households

There are 198 African American households who rent and 75 African American households who own their own homes who are experiencing some type of housing problems—either cost burden, or substandard conditions. Of the various renter and owner household types, most of the 198 renters and 75 owners appear in the following household type and income categories:

- Family Renters, 0-30% of Median Family Income (MFI)
- All Other Renters, 0-30% MFI
- Elderly Owners, 30-50% MFI
- Family Owners, 50-80% MFI
- All Other Owners, 0-80% MFI

Generally speaking, African American households with housing problems are typically elderly and families that own, with incomes in the middle and upper brackets of low income owners. Renters with burdens are typically families at the lowest range of income.

Hispanic Households

There are 465 Hispanic renter households and 254 owner-occupant households that experience housing problems of some type, either cost burden or substandard housing conditions. Those households are predominantly found in the following income and tenure categories:

Source: Washington State Office of Financial Management, March 2008

- Elderly Renters, 30-80% MFI
- Family Renters, 0-50% MFI
- All Other Renters, 0-50% MFI
- Elderly Owners, 0-30% MFI
- Family Owners, 0-80% MFI
- All Other Owners, 0-30% MFI and 50-80% MFI

Generally speaking, Hispanic renters with housing problems are elderly tenants in the middle to upper brackets of low income renters, and families or non-traditional households at the lower end of the economic spectrum. Hispanic owners with housing problems tend to be elderly and non-traditional households at the lowest end of the income range, and families through all economic categories.

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Pacific Islander Households

There are 60 Pacific Islander households who rent and 30 who are owners who have experienced some type of housing problem—either cost burden or substandard conditions.

The data for household type and income groups was suppressed and so is unknown for this racial classification. (Data is suppressed when the number within that group is so small that further data expression might identify those persons individually.)

- Data suppressed for all sub-categories

Native American Households

There are 201 Native American households who rent and experience some type of housing problem—either cost-burden or substandard housing. The data for household type and income groups was suppressed and so is unknown for this racial classification.

- Data suppressed for all sub-categories

In summary, African American households have the most widespread housing problems among minority households, either spending too much on housing or living in substandard conditions. As a group, problems are primarily in family households, whether renters or owners, and mainly in the 0-50% income ranges. Hispanic households experience housing problems across all household types and most income ranges, whether the householder owns or rents their home.

Cost-burden Summary

There are over 800 low income households living in substandard housing conditions, such as overcrowding or structural deterioration. One-third of these are owners, and two-thirds are renters. There are just over 18,000 low income, cost-burdened households in Thurston County. These are almost evenly split between those paying more than 30% of income for their housing, and those paying more than half their income for housing.

Renters and owners are found in almost equal proportions among those with a 30% cost-burden as well as a 50% cost burden; however, since renters represent only one-third of all households in the county (and not half), the fact that cost burden is about equally split between renters and owners means that renters shoulder a much greater share of overall housing hardship than do owners.

Affordability Gap

From the *Thurston County Consolidated Plan FY 2008-2012*:

“When the total number of subsidized below market units (2,670) is added to the total number of housing vouchers available from the Housing Authority of Thurston County (1,946), and 154 project-based vouchers from USDA, there may be as many as 4,770 households who receive some type of housing assistance in Thurston County. This is consistent with HUD’s online data base “A Picture of Subsidized Households,” which identified 4,966 assisted units or households in Thurston County in 2000. The CHAS data shows that there are 4,732 low/moderate income renters with severe cost burden, and 3,213 with a cost burden exceeding 30%. Combined, there are 7,945 renter households who are cost-burdened, with an affordability gap facing 3,175 low and moderate income households, after subsidized/below market units and vouchers are taken into account”.

Special Needs & Supportive Housing

Special needs populations may have one or more circumstances affecting their ability to live fully and independently. Typically, supportive housing is the response to these needs, with services tailored for the type of special need that is being addressed. *Thurston County Consolidated Plan FY 2008-2012* indicates:

“that there are many low income households where a family member has a disability and some type of housing problem that interferes with the ability to adequately meet those needs. There are slightly more renters in this group of households, but since renters represent only one-third of the total county population, disabled renters are shouldering a higher housing need associated with their disability”.

Homelessness

In January of 2009, a homeless count revealed that homelessness increased in Thurston County 53% from a baseline homeless count conducted in January of 2006. Economic Crisis was the number one cause given for how people became homeless. The number one cause used to be mental illness. Clearly, affordability of housing is a need in Thurston County.

Housing Needs of Families on the Waiting List As of 12/2/2009				
9.0	Waiting list type: (select one)			
	<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
	<input type="checkbox"/> Public Housing			
	<input type="checkbox"/> Combined Section 8 and Public Housing			
	<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
	If used, identify which development/ sub-jurisdiction:			
		# of families	% of total families	Annual Turnover Attrition/serve estimate
	Waiting list total	455		25 new families served 2008-2009
	Extremely low income <=30% AMI	404	89%	
	Very low income (>30% but <=50% AMI)	50	11%	
	Low income (>50% but <80% AMI)	1	>1%	
	Families with children	184	40%	
	Elderly families	35	8%	
	Families with Disabilities		54%	
Race/ethnicity Cauc	376	83%		
Race/ethnicity Black	29	6%		
Race/ethnicity Asian	23	5%		
Race/ethnicity Nat Am	10	2%		
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes				
If yes:				
HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)? MARCH 30, 2007				
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes				
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes				
The Housing Authority of Thurston County has been updating the waiting list on an annual basis since March 30, 2007. During this time, many families have dropped off the list due to their failure to respond to updates. Many of the families have moved and not updated their mailing address. The Housing Authority will not open the waiting list again until we have vouchers available and have exhausted the current waiting list.				

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.**

Strategy to Address Housing Needs in Thurston County

There is a shortage of affordable housing for all eligible populations in Thurston County. The Housing Authority of Thurston County will use the following strategies to address these issues:

The HATC will maximize the number of affordable units available to the Housing Authority within its current resources

- Reduce turnover time for vacated Project-Based and Mod-Rehab units
- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the Housing Authority, regardless of unit size required
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside the areas of minority and poverty concentration
- Participate in the Consolidate Plan development process to ensure coordination with broader community strategies

Increase the number of affordable housing units

- Apply for additional HCV units should they become available
- Leverage affordable housing resources in the community through the creation of mixed financing properties

Target available assistance to families at or below 30% of AMI

- Adopt policies under the Family Self-Sufficiency program to support and encourage work
- Meet the 75% goal of targeting assistance to family at or below 30% of AMI

9.1

Target available assistance to families at or below 50% of AMI

- Adopt policies under the Family Self-Sufficiency program to support and encourage work
- Meet their needs by selection up to 25% from the waiting list who demonstrate a need as defined in the Administrative Plan

Target available assistance to the elderly

- Apply for special purpose vouchers targeted to the elderly, should they become available

Target available assistance to Families with Disabilities

- Apply for special purpose vouchers targeted to families with disabilities, should they become available

Increase awareness of HATC resources among families of races and ethnicities with disproportionate needs

- Continue networking with agencies and groups in the community who represent various ethnic and racial groups

Conduct activities to affirmatively further fair Housing Authority of Thurston County

- Counsel Section 8 tenants as to location of units outside areas of poverty and minority concentration and assist them to locate those units
- Market the Section 8 program to owners outside of areas of poverty/minority concentrations
- Continually educate staff on issues of fair housing

The Housing Authority of Thurston County has selecting the strategies to meet the housing needs in our jurisdiction for the following reasons:

- Funding constraints
- Staffing constraints
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the Agency
- Influence of the housing market on Agency programs
- Community priorities regarding housing assistance
- Reality of trying to maintain baseline number of units within the new budget-based financing

Additional Information. Describe the following, as well as any additional information HUD has requested. (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. N/A for High Performing PHAs unless submitting a 5-year Plan.

Expand the supply of assisted housing

Leverage private or other public funds to create additional housing opportunities

The Housing Authority of Thurston County has leveraged the following funds to create additional housing opportunities: local document recording fees (2160/2163), Washington Families Fund, Emergency Shelter Assistance Program (ESAP), Transitional Housing Operating and Rent (THOR), Housing Trust Fund.

Acquire or build units or developments

The Housing Authority of Thurston County has built or acquired 30 additional units of affordable housing.

Improve the quality of assisted housing

Improve voucher management (SEMAP score)

For fiscal year end June 30, 2009, the Housing Authority of Thurston County received a SEMAP rating of High Performer.

Increase customer satisfaction

The Housing Authority of Thurston County moved into their new offices in August of 2009. The new office was designed in the efforts of providing quality customer service. The new office design allows customers to easily access the reception area including an area for wheelchair accessibility. The floor plan is open and inviting. Upon the move to the new offices, we purchased a new phone system that allows customers to direct dial their Housing Program Specialist. We have re-instituted tenant newsletters in order to keep our participants informed of new program information, changes to HATC business practices, and as a routine reminder of program obligations. We will be updating the HATC website in 2010.

Concentrate on efforts to improve specific management functions: decrease the vacancy time for project based units

We continue to work towards decreasing the vacancy times for project based units and mod rehab projects. We have designated one staff member to deal directly with the property managers in order to expedite the referral process. We have established clear guidelines with the property managers regarding timelines for responding to notices of impending vacancies, outcome of referrals, and expediting inspections.

Provide replacement vouchers: apply for vouchers for expiring mod rehab contracts

The HATC has not had any mod rehab projects that have expired and not renewed. In the past 5 years we have renewed 2 expiring mod rehab contracts and 2 SRO mod rehab projects.

Manage the voucher budget to provide assistance to the maximum number of household possible

The HATC has met its' leasing goals by serving the maximum number of families allowed under our ACC for the calendar year 2009.

Increase housing choices

Conduct outreach efforts to potential voucher landlords

HATC staff meets monthly with the Multi-Family Crime Reduction group which is comprised of local multi-family project property managers and local police departments

Provide program presentations to local landlord groups

We do not have areas of concentration. Our leased units are scattered throughout the community. Very few individuals were unable to use their voucher because of lack of units in the County.

Implement voucher homeownership program

The Housing Authority of Thurston County (HATC) has operated a homeownership program since 2004. During that time, 40 Housing Choice Voucher households have moved to homeownership. The HATC has a staff person assigned to provide homeownership counseling in conjunction with our Family Self-Sufficiency coordinator.

Implement public housing or other homeownership program: Welcome Home Down payment Assistance Program

The HATC has a grant from the WA State Department of Commerce for the Down Payment Assistance Program which provides a second mortgage on the home. The Housing Authority of Thurston County also administers the American Dream Downpayment Initiative (ADDI) program for the County.

Work with the HOME consortium to maintain a TBRA program for homeless and at-risk households

The HATC has executed a TBRA program contract with the HOME consortium for program year 2009-2010.

Improve community quality of life and economic vitality

Maintain voucher self-sufficiency program as funding is available

HATC continues to administer the Family Self-Sufficiency program and is funded for two coordinators. HATC has applied for re-funding of two FSS staff positions to work with our Family Self-Sufficiency participants. The funding awards have not yet been announced.

Promote self-sufficiency and asset development of families and individuals

Promote self-sufficiency and asset development of assisted households

As of November 2009 there are 125 active participants on FSS.

Over the past year, there have been 13 graduates with average escrow account balances of \$4,750.

Maintain self-sufficiency and homeownership programs

Of the 13 graduates from FSS, 2 have become homeowners.

Ensure Equal Opportunity in Housing for all Americans

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:

Undertake affirmative measure to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Maintain networking connections in the community to ensure information and access to all population groups

The HATC implemented a new Administrative Plan in 2008. The new plan includes a Fair Housing and Equal Opportunity chapter which outlines HATC policies and procedures regarding Fair Housing and Equal Opportunity, and Reasonable Accommodation Procedures.

Other HATC Goals and Objectives:

To increase affordable housing opportunities for persons of low-income, disabled and at-risk individuals and families

The HATC was awarded 35 vouchers for homeless veterans in conjunction with local Veteran Affairs.

HATC has applied for new funding under the Family Unification Program. The funding awards have not yet been announced.

To create and support efforts which preserve residential areas, promote the rehabilitation of housing and enhance the development of communities

The Housing Authority of Thurston County has operated the Housing Rehabilitation Program through funding provided by CDBG and HOME.

In conjunction with the Cities of Yelm and Lacey, the Housing Authority of Thurston County will be working with families to purchase foreclosed properties through the Neighborhood Stabilization Program (NSP).

To work in partnership with the community to develop successful programs for emergency, transitional, and permanent housing opportunities for persons of low-income, disable, and at-risk individuals and families

Thurston County is a HOME Entitlement Jurisdiction since September 1, 2003. This has brought additional HOME Tenant Based Rental Assistance dollars and local document recording fees (2160/2163) to the community allowing us to help more special needs populations through a transitional housing program. During program year 2008/2009-91 homeless families were served.

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

903.7 r (2) Identify the basic criteria that HATC will use for determining: A substantial deviation from the 5-year plan, (ii) A significant amendment or substantial deviation/modification to its 5-year Plan and Annual Plan. N/A for High Performing PHAs unless submitting a 5-year Plan.

Significant amendment and Substantial deviation/modification: The following actions would be considered a significant amendment and/or substantial deviation/modification from the 5-year plan:

Change to the target population included in the adopted plan.

Decisions to change the process for accepting applications to the Rental Assistance Voucher Program

Decision to change Priority or Preference Criteria for the Rental Assistance Programs

It will not be considered a significant amendment and/or substantial deviation/modification from the plan:

To choose another course of action not specifically spelled out in the plan to meet the established goals

To meet goals of the program to assist low- and moderate-income population in a manner not discussed in the adopted plan.

To increase or decrease the Payment Standard (PS) (within budget authority) based on, (1) in the case of an increase to the PS, unforeseen increases in rents or inability of tenants to rent units within the program rules or (2) in the case of decreases to the PS, reductions in the budget authority awarded by HUD.

To make modifications to the Administrative Plan which improve the access to the program by applicants and participants or clarification of new issues in order to provide a consistent implementation of the rules.

To incorporate new procedures brought about by new regulations or clarification of regulations by HUD.

To make changes to parts of the plan, which are found to be inconsistent with regulations.

To make changes required by statute or regulation that need to take place before a consultative process can take place.

Changes in the Standard Operating Procedures that do not involve policy decisions.

Other similar circumstances will be treated as defined above. Those items which are considered a significant amendment and/or substantial deviation/modification would require Board Approval at a Regular Meeting of the Housing Authority Board of Commissioners and submission to HUD at the next annual submission, where a report will be given of policies changed since the last submission of the Plan. Where feasible on discretionary issues, the HATC will make an effort to consult with the Participant Advisory Committee prior to bringing the issue to the Board.

10.0

11.0	<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> <ul style="list-style-type: none"> (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) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (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. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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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 5-Year and Annual PHA Plans. 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 and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours 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

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or 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.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: **(i)** A description of the need for measures to ensure the safety of public housing residents; **(ii)** A description of any crime prevention activities conducted or to be conducted by the PHA; and **(iii)** A description of the coordination between the PHA and the

appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and 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.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.**
 - 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and
 - 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: **(1)** A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **(2)** A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that **approved and/or pending** demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: **1)** A description of any building

or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers**

complete only for Annual Plan submitted with the 5-Year Plan.)

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

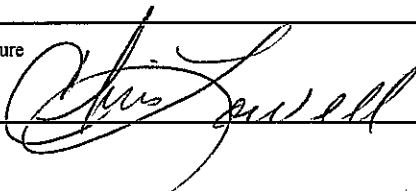
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

HOUSING AUTHORITY OF THURSTON COUNTY
 PHA Name

WA 049
 PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 10 - 20 14
 Annual PHA Plan for Fiscal Years 20 - 20

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official CHRIS LOWELL	Title EXECUTIVE DIRECTOR
Signature 	Date 3/31/10

Resident Advisory Committee Meeting
December 9, 2009
Meeting Minutes

Present: Kay Stone, Participant, Carol Wilder, Participant, Dee Faircloth, Staff, Fletcher Smith, BHR, William Dankiw, Participant, Barbara Linzy, Participant, Taanya Mckinney, Staff, Cheryl Scott, Staff, Monica David, Staff, Tasha Flint, Participant, Melissa Johnson, Staff, Kay Huebner, Staff, Antoinette Coffey, Staff, Cindy Klimas, Staff, Karen McVea, Staff

Meeting opened at 11:30 a.m. with introduction of all present.

Special introduction of Lola Devening. Lola Devening is retiring after 20 years with the Housing Authority of Thurston County. Lola has managed our waiting lists for the last 20 years. She has worked in some capacity with all participants. She will be greatly missed.

The 5-year and annual planning process was explained to attendees. Following presentation was given and a copy of the 5-year plan was handed out.

The Housing Authority is required by HUD to submit a 5-Year Plan each 5 year cycle. Our next 5-Year Plan is due July 1, 2010. We started the process in September of 2009 and notified the public and our partner agencies in October of the start of our planning process.

As the participant advisory committee (PAC), you are part of the process. The PAC is convened to review the plan and the changes we are proposing to make to the administration of our programs. The participant advisory committee provides input to the Housing Authority regarding our plan. The Housing Authority's role is to listen to the PAC's ideas on how we can improve our proposed changes as well as any other ideas you have regarding the administration of our programs. Where feasible, the Housing Authority incorporates these ideas into our Plan.

Rental Assistance Fast Facts

Rental Assistance provided in calendar year 2009:

- Voucher Baseline: 1982 Households
 - Awarded 35 new VASH Vouchers
 - Awarded 1 Disaster Housing Conversion Voucher
- Project Based Vouchers: 231 Units (included in the total baseline number above)
- Other assisted units: Martin Terrace (40) and Fleetwood (43)
- Local Tenant Based Rental Assistance (TBRA) funded through HR 2163 funding
 - Supporting the following other non-profits:
 - ❖ Community Youth Services
 - ❖ Behavioral Health Resources
 - ❖ Yelm Community Services

- ❖ Homes First!
- ❖ Community Action Council
- ❖ Intercommunity Mercy Housing
- ❖ Catholic Community Services
- ❖ Emergency Shelter Network
- ❖ Capital Club House

Project Based Program:

- No new contracts were executed.

Housing Choice Voucher

- 2009 funding proration reductions were less than anticipated. The Housing Authority anticipated having to reduce the payment standards and restrict portability to jurisdictions with higher payment standards. With our Housing Assistance Reserves and our 2009 funding allocation, we were able to keep payment standards at the same level as 2008 and did not need to restrict portability.
- October 1, 2009 Fair Market Rents published. New FMR for 3, 4 & 5 bedrooms required increase in payment standard for these bedroom sizes effective November 1, 2009.
- Locally-funded program helped HATC stay within the cap on unit months.

Martin Terrace

- Martin Terrace Phase II contract renewed for the first time in December 2009.

HOME Tenant Based Rental Assistance

- The HOME/Local TBRA rental assistance program continued in partnership with Behavioral Health Resources, Emergency Shelter Network, Community Youth Services, Capital Club House, HATC Housing and Transitional Services and State Transitional Housing (THOR) Program. The program assisted primarily homeless individuals and families to transition from homelessness. The program served 91 households during the period September 1, 2008 through August 31, 2009.

Changes to the Administrative Plan

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally-accepted data sources.

The Housing Authority is establishing three new local preferences in order to meet local housing needs:

The Housing Authority of Thurston County has limited resources to meet the housing needs of families in Thurston County. The Project-Based Voucher Program provides opportunities for individuals with low incomes to have opportunities for affordable and well-maintained housing. After completing a successful year of residency, a Project-Based participant may request to be issued a tenant-based voucher and move from the assisted complex. The Project-Based unit that is vacated by the participant still has a project-based voucher attached to the vacated unit. The unit is then made available for the next eligible applicant from the Project-Based waiting list.

Because the Housing Authority has not received any new funding that is not a set-aside funding, the only available tenant-based vouchers available come from participants who are leaving the Housing Choice Voucher (HCV) Program. The Housing Authority hopes to offer the limited available vouchers to both Project-Based tenants and applicants from the Housing Choice Voucher waiting list. In order to do so, we are proposing to offer 10% of the available turnover HCVs to Project-Based tenants. The remaining turnover vouchers will then be made available to serve applicants from the waiting list as well as applicants who qualify for one of the local preferences. Project-Based tenants who request a tenant-based voucher will be served on a first-come-first-served basis.

The Housing Authority will offer tenant-based vouchers to Project-Based tenants in the following manner:

10% of available calendar year Housing Choice Voucher turnovers will be offered to Project-Based tenants as a tenant-based voucher to those participants who have successfully completed one year of tenancy at a Project-Based property.

The Housing Authority was awarded 35 VA supportive housing vouchers in conjunction with American Lake in September of 2009.

The Department of Housing and Urban Development and the Department of Veterans Affairs Supported Housing (HUD-VASH) Program, through a cooperative partnership, provides long-term case management, supportive services and permanent housing support.

Eligible homeless Veterans receive VA provided case management and supportive services to support stability and recovery from physical and mental health, substance use, and functional concerns contributing to or resulting from homelessness.

HUD provides "Housing Choice" Section 8 vouchers designated for HUD-VASH to participating Public Housing Authorities to assist with rent payment. The program goals include promoting maximal Veteran recovery and independence to sustain permanent housing in the community for the Veteran and the Veteran's family.

This program was designed to address the needs of the most vulnerable homeless Veterans. To be eligible for this program, Veterans must be VA Health Care eligible, homeless and need to participate in case management services in order to obtain and sustain permanent independent community housing.

The Housing Authority is setting a preference for households referred by the VA (American Lake) who qualify for the VA Supportive Housing (VASH) Program (up to 35 vouchers).

In January of 2009, a homeless count revealed that homelessness increased in Thurston County 53% from a baseline homeless count conducted in January of 2006. Economic Crisis was the number one cause given for how people became homeless. Federal and state efforts to meet the affordable housing needs of low-income households has shifted from shelter and transitional housing to focus on rapid re-housing and permanent supportive housing models. Federal efforts are reflected in American Recovery and Reinvestment Act programs such as Homeless Prevention and Rapid Re-housing Program. In Washington State, the Department of Commerce is planning to provide bonus funding to communities that reduce the length of shelter stays and increase the rate of securing permanent affordable housing for low-income households. No longer is shelter considered the best solution for addressing low-income housing needs and the needs of homeless people. According to the National Alliance to End Homelessness's 2009 Policy Guide, affordable housing is the primary solution for episodic homelessness and permanent supportive housing is the primary solution to ending chronic homelessness. The Housing Authority is proposing the following local preference. This preference will allow eligible families to obtain permanent housing and begin the process of working towards economic self-sufficiency:

Homeless families with children who are residing in a short or long-term homeless supportive housing program and are receiving case-managed supportive services

Over the past several years new funding for the Housing Choice Voucher program has been non-existent except for special set-aside funding. This has been a significant factor in many housing authorities, including this agency, not being able to serve applicants from the Housing Choice Voucher waiting list in any dramatic amounts. In the past, the Housing Authority's Board of Commissioners, with local input, approved a local preference for families moving from the HOME/Local transitional tenant based rental assistance program. The Housing Authority, along with Washington State and Federal efforts, are turning their focus from transitional supportive housing to permanent supportive housing. In the effort to support this new direction in housing support, we are removing the preference for families transitioning from the HOME/Local transitional tenant based rental assistance program and replacing it with the above preference.

Removal of the following Local Preference as presented in the HCV Administrative Plan:

Families who have successfully completed a transitional housing program and need longer-term assistance in order to complete their goals to become self-sufficient.

This includes families who have successfully completed a term on the HOME/Local Tenant Based Rental Assistance Program.

I am providing each PAC member a copy of our 5-Year Plan to take home and review. If you would like to make suggestions or changes to the Plan after further review, please send me an e-mail (KarenM@hatc.org) or a letter addressing the areas of concern. I am also available to meet with anyone on a one-on-one basis should you have any questions. My direct phone number is (360) 918-5825. Please submit any changes or suggestions by January 31, 2010. I will compile the items brought forward and share them with the committee members. The changes and suggestions that we are able to incorporate into the Plan will be presented at the Public Hearing. The Public hearing to review the draft plan will be held on February 18, 2010 at the Housing Authority office

Bill Dankiw asked why the material wasn't given to Participant Advisory Committee (PAC) members ahead of time. Karen McVea explained that a lot of time and effort goes into writing the plan and that the material was completed just prior to the meeting. Packets were created for each PAC member so that they could take them home and read at their leisure. Any questions or concerns the PAC members may have can be directed to Karen. Her contact information is included in the material presented. If the agency receives comments or suggestions on the 5-year plan, these will be shared with each PAC member along with the agency's response.

Carol Wilder asked what HATC's local preferences were. Karen went through the established local preferences with the group. The local preference were included in the written material. Attendees were directed to the listing in the material provided. The local preferences in HATC's administrative plan are as follows:

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally-accepted data sources.

The PHA will give preference for a family where at least one member is elderly, near-elderly (50 or older), disabled, a victim of domestic violence or a minor over other single-person families.

The PHA will offer a preference to any of the following families meeting the above definition over others meeting the definition but not meeting one of the following criteria:

- A family that has been terminated from its HCV program due to insufficient program funding.
- A family that has been granted a temporary suspension of assistance to accommodate a disability.
- 10% of available calendar year Housing Choice Voucher turnovers will be offered to Project-Based tenants as a tenant-based voucher to those participants

who have successfully completed one year of tenancy at a Project-Based property.

- The Housing Authority is setting a preference for households referred by the VA (American Lake) who qualify for the VA Supportive Housing (VASH) Program (up to 35 vouchers).
- Homeless families with children who are residing in a short or long-term homeless supportive housing program and are receiving case-managed supportive services
- Persons eligible for the Medicaid waiver set-aside to prevent Nursing Home Placement.
- Persons eligible for Project Access – a non-elderly person with a disability exiting a Nursing Home- these are King County HA administered vouchers and do not come out of our pool (Up to 15 vouchers).
- Households referred by the Division of Children and Family Services who qualify for the Family Unification Program (up to 23 vouchers)
- Persons living in Project Based units at the time of the owner going under contract will be granted housing assistance even though they may not have been on the voucher waiting list. A family that has lived in a Project-Based Assisted Unit for one year gets priority for the next available voucher;
- Persons with HIV-AIDS up to 8 slots
- Persons who face displacement by a HOME funded project where the issuance of a voucher would offset the relocation costs to the project.

Tasha Flint asked whether she could still use her voucher to move out of state. Karen confirmed that currently our budget allows for participants to port to any jurisdiction of their choice that administers the program without any consideration to billing costs. Bill reminded us that this wasn't true a couple of years ago.

Bill thanked HATC staff for including relevant CFRs in the material provided.

Participant Advisory Committee was thanked for attending. Karen requested that PAC members review the material over the next few weeks and contact her with any ideas or concerns. The deadline for comments from the PAC team is January 31, 2010. Karen informed PAC that she would share any changes to the 5-year plan with them as they occurred. PAC team was invited to attend the public hearing on February 18, 2010.

Meeting adjourned.

**Housing Authority of Thurston County
Violence Against Women Act of 2005
2010-2015 5-Year Plan Statement**

Five Year Plan

Goals:

- To protect the rights of victims of domestic violence to secure and maintain housing without being victimized a second time by being denied housing or losing housing because of the criminally violent acts perpetrated against them.

Objectives:

- To let applicants and participants of the Housing Authority know of their rights under the VAWA;
- To implement VAWA as victims come forward to claim their rights;
- To educate participating landlords to assist them to protect the rights of victims and to avoid evictions where the victim can certify they qualify for protection;
- To link victims with resources in the community that can assist them with services;
- To work with the Domestic Violence Shelter to develop housing options for victims of domestic violence.

Policies

- The Housing Authority will not knowingly deny assistance to otherwise eligible applicants simply because they have been victims of domestic violence, dating violence, sexual assault, or stalking.
- The Housing Authority will not knowingly terminate the assistance of otherwise compliant persons simply because they are victims of domestic violence, dating violence, sexual assault, or stalking.
- The Housing Authority will educate applicants and participants of their rights under VAWA.
- The Housing Authority will work to educate landlords about VAWA and the rights of victims under the act and to work with the landlord and the victims to protect the housing assistance of victims and their families.

2009 Update for Annual and Five Year Plans

Activities

- Include information about VAWA legislation protecting rights of victims of domestic violence in a Housing Choice Voucher Program landlord newsletter.
- Over the course of the year, notify all tenants of their rights under VAWA in a tenant newsletter.
- Include information on the rights of victims on all correspondence terminating clients from the rental assistance programs.
- Implemented use of new contract and Tenancy Addendum when they were published by HUD.
- Encourage participation by Safeplace in the annual Planning process.

Services and Programs offered either by HATC or in cooperation with other service providers

- Advising victims of their rights to maintain their eligibility for housing assistance if their failure to comply with program rules or termination of a lease is because of their status as a victim of domestic violence;
- Referring victims to Safeplace for counseling and legal advice.
- Assisting referred victims under the TBRA / HATS program;
- Referral to the voucher program as a continuation of housing assistance under the Housing Choice Voucher Program.