

<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: CITY OF MESA HOUSING AUTHORITY PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: 07/01/2011 PHA Code: AZ005														
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: 1424 HCV Units, 100 Mainstream, 35 VASH														
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" 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	<table border="1"> <thead> <tr> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	No. of Units in Each Program		PH	HCV	PHA 1:		PHA 2:		PHA 3:	
No. of Units in Each Program															
PH	HCV														
PHA 1:															
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> 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:														
<b>5.2</b>	<b>Goals and Objectives.</b> 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.														

**PHA Plan Update**

**(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:** The City of Mesa Housing Authority (MHA) has made the following revisions to its Administrative Plan since the submission of its last Annual Plan: On page 149 – In determining the value of a checking account, the PHA now uses the current balance instead of the average monthly balance for the last four months. In addition, and concurrently with this Annual Plan, the City of Mesa Housing Authority is revising its preferences to include the following: 1) A chronically homeless person as defined by the U.S. Department of Housing and Urban Development (HUD) as “either (A) an unaccompanied homeless individual with a disabling condition who has been continuously homeless for a year or more, OR (B) an unaccompanied individual with a disabling condition who has had at least four episodes of homelessness in the past three years.” HUD defines the term “homeless” as a person sleeping in a place not meant for human habitation (e.g. living on the streets, for example) OR living in a homeless emergency shelter; 2) Current resident of Mesa or a person who is currently working or hired to work in the City of Mesa; 3) Date and time order.

**(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. The public may view and obtain copies of the 5-Year and Annual PHA Plan at the main administrative office of the City of Mesa Housing Authority at: 20 East Main St., Suite 250, Mesa, Arizona 85201.

**PHA Plan Elements**

**1. Eligibility, Selection, and Admission Policies, Deconcentration, and Wait List Procedures:** Eligibility policies for the City of Mesa Housing Authority can be found in Chapter 3 (pp. 59-93) of the City of Mesa HCV Administrative Plan. Those policies include the definition of a family, income limit requirements, citizenship qualifications and the eligible immigrant status of family members, social security number requirements, and the PHA’s collection and use of family information as provided in the consent forms. Eligibility policies also discuss the factors relating to an applicant’s past or current conduct including criminal activity that could cause the PHA to deny assistance to the applicant. Tenant selection and admission to the program policies can be found in Chapter 4 (pp. 98-111) of the City of Mesa HCV Administrative Plan. These policies include the application process, management of the waiting list, and how applicants are selected for the voucher program. Current preferences (including the amendment referenced in (a) above include: 1) a chronically homeless person as defined by the U.S. Department of Housing and Urban Development (HUD) as “either (A) an unaccompanied homeless individual with a disabling condition who has been continuously homeless for a year or more, OR (B) an unaccompanied individual with a disabling condition who has had at least four episodes of homelessness in the past three years.” HUD defines the term “homeless” as a person sleeping in a place not meant for human habitation (e.g. living on the streets, for example) OR living in a homeless emergency shelter. 2) Current resident of Mesa or a person who is currently working or hired to work in the City of Mesa; and 3) Date and time order. The City of Mesa Housing Authority operates a single waiting list that contains the following information for each applicant: applicant name; family unit size; date and time of application; qualification for any local preferences; and racial or ethnic designation of the head of household. Each year the City of Mesa looks at the demographics of the schools in the high poverty, low income areas of the City to determine the deconcentration factor for the City. The PHA does outreach to owners/landlords to encourage HCV Program participation within all areas of the jurisdiction.

**2. Financial Resources:** Financial Resources anticipated in FY 2011-2012 for the Mesa Housing Authority are as follows:

HCV HAP funds:	\$9,480,000
HCV Admin Fees (including VASH Admin Fees):	\$1,020,000
Veterans Affairs Supportive Housing Program (VASH) HAP Funds:	\$176,500
Mainstream HAP funds:	\$596,300
Mainstream Administrative funds:	\$79,000
FSS Administrative Fees:	\$68,700
Homeownership Closing Fees:	\$2,000
Continuum of Care Homeless Assistance Program Grant (Pending):	\$411,120

**3. Rent Determination:** The rent for a unit proposed for HCV assistance will be compared to the rent charged for comparable units in the same market area. The PHA has developed a range of prices for comparable units by bedroom size within defined market areas. Units proposed for HCV assistance will be compared to the units within this rent range. Because units may be similar, but not exactly like the unit proposed for HCV assistance, the PHA may make adjustments to the range of prices to account for the differences. When a family initially leases a unit and the gross rent of the unit exceeds the applicable payment standard for the family, the dwelling unit rent must be at a level where the family’s share of rent does not exceed forty (40%) percent of the family’s monthly adjusted income. The PHA utilizes the schedule of payment standards in the calculation of housing assistance payments for HCV families indicating the maximum monthly assistance payment for a family assisted in the HCV program (before deducting the total tenant payment by the family). See Chapter 16 of Mesa’s HCV Administrative Plan (pp. 387-390) for a detailed description of how the Mesa Housing Authority determines its Payment Standards.

**4. Operation and Management:** The Mesa Housing Authority is currently undergoing a change in operational structure and management as well as a revision of policies/procedures. In an attempt to provide better customer service, the Mesa Housing Authority is moving from a task-based style of management to a tenant-based style of management. Cross-training will be conducted in order to familiarize staff with the complete life cycle of the clients. Each client will be assigned a dedicated staff member to support them during their participation in the program; providing clients with better customer service.

**5. Grievance Procedures:** Chapter 16 (pp. 392-407) of the City of Mesa HCV Administrative Plan describes the informal review process for an HCV participant. When the PHA makes a decision that has a negative impact on a family, the family is often entitled to appeal the decision. For applicants, the appeal takes the form of an informal review. For participants, or for applicants denied admission because of citizenship issues, the appeal takes the form of an informal hearing. Once requested, the review or hearing is scheduled within ten (10) business days. After the proceeding a decision is rendered and notice is given to the applicant or participant within ten (10) business days.

**10. Civil Rights Certification:** The City of Mesa Housing Authority examines its programs each year to identify any impediments to fair housing choice within their programs. The PHA offers to each prospective and current participant a list of units offered by local owners throughout the jurisdiction. The PHA also does outreach to owners throughout the community by offering informational meetings to prospective and current owners regarding Fair Housing of all tenants. The PHA supports the Consolidated Plan Antipoverty Strategy by increasing the effectiveness of existing programs through better collaboration, reduced duplication of services, and increased efficiency of implementation. One way this is accomplished is through the Family Self-Sufficiency program by increasing the number of participants in the program and increasing the amount of escrow for families and informing them of the companion program, the Housing Choice Voucher Homeownership Program. The Mesa Housing Authority is working very closely with the local jurisdiction to address any inconsistencies that may exist between the two plans. For example, an error was identified in the City’s Consolidated Plan in reference to one of the PHA’s local preferences. The PHA is working with the City to have them amend their Consolidated Plan and correct the error.

**11. Fiscal Year Audit:** At the time of the submission of this PHA Plan the results of our most recent fiscal year audit is an Unqualified Opinion.

**13. Violence Against Women Act (VAWA):** All HCV Program tenants and applicants are notified by the City of Mesa Housing Authority of their rights under VAWA at the time of application and also at the time of briefing, protecting tenants and family members of tenants who are victims of domestic violence, dating violence, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them. The PHA also notifies all landlords, owners and property managers of their rights and obligations under VAWA during landlord/owner briefings and through written notification in landlord/owner newsletters. The City of Mesa Housing Authority also partners with Autumn House, the local domestic violence shelter, to ensure that all victims and potential victims are aware of services provided within the community. The PHA’s VAWA policy can be found in the City of Mesa HCV Administrative Plan on pages 87-89 and as Attachment (j) to this Plan.

6.0

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> <p>The City of Mesa Housing Authority continues to administer a HCV Program Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR Part 982. Voucher payments are currently assisting eleven (11) participants in the program out of a maximum of fifteen (15). Specific criteria for participation in the HCV Homeownership program, in addition to HUD criteria, are as follows: 1) Participants must have completed an initial HCV lease term in Mesa; and 2) Participants may not owe the Mesa Housing Authority, or any other Housing Authority, an outstanding debt. The Mesa Housing Authority does not receive Homeownership Coordinator (HOC) Funds to administer this program.</p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable. <span style="float: right;">N/A</span></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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. <span style="float: right;">N/A</span></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> 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. <span style="float: right;">N/A</span></p>
8.3	<p><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. <span style="float: right;">N/A</span></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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

As taken directly from the local jurisdiction's Consolidated Plan of 2010-2014 (see pp. 18-20), a household with problems consists of:

1) Persons and families living in units with physical defects (lacking a complete kitchen or bath; or 2) persons and families living in overcrowded conditions (greater than 1.01 person/room); or, 3) persons and families cost burdened (paying more than 30% of income for housing including utilities). For low-income households with problems, cost burden appears to be the primary contributing factor. While the incidence of physical defects and overcrowding are evident, they are overshadowed by cost burden and present with it. High foreclosure rates and substantial declines in home values through Maricopa County are undoubtedly increasing overcrowding and abandoned and dilapidated dwellings.

**Household Needs for Those Earning Less than 30% of the Area Median:**

It is estimated that a total of 12,700 households or 6.5% of all households in Mesa are comprised of households earning less than 30% of the median income with housing problems of some sort. Of the 8,250 renter households with problems in FY 2010:

- 20% were elderly
- 32% were comprised of small households
- 15% were comprised of large households
- 33% were comprised of one-person households

Of those 4,450 owner households with problems in 2010:

- 56% were elderly
- 17% were comprised of small households
- 8% were large households
- 19% were one-person households.

By FY 2014 it is estimated that an additional 438 households will have problems. Supplemental insights into distress are derived from households paying more than fifty (50%) percent of their income for housing or severely cost burdened. Using this standard, not that 10,300 households were burdened in FY 2010, with 68% comprised of renters and 32% of owners.

**Household Needs for those Earning 31-50% of the Area Median**

It is estimated that a total of 14,700 households or 8% of all households in Mesa are comprised of households earning between 31 to 50% of the median income with housing problems of some sort. Of the 9,400 renter households with problems in FY 2010:

- 17% were elderly
- 35% were comprised of small households
- 14% were comprised of large households
- 33% were comprised of one-person households

Of the 6,000 owner households with problems in 2010:

- 47% were elderly
- 28% were small households
- 12% were large households
- 13% were one-person households

By FY 2014, it is estimated that an additional 500 households will have problems. Further insights into distress are derived from households paying more than 50% of their income for housing or severely cost burdened. Using this standard note that 6,000 households were so burdened in FY 2010, with 52% comprised of renters and 48% of owners.

**Household Needs for Those Earning from 51-80% of the Area Median:**

It is estimated that a total of 19,000 households or 9.8% of all households in the City of Mesa are comprised of households earning between 51 to 80% of the median income with housing problems of some sort. Of the 9,600 renter households with problems in FY 2010:

- 12% were elderly
- 34% were comprised of small households
- 21% were comprised of large households
- 33% were comprised of one-person households

Of those 2,250 owner households with problems in 2010:

- 20% were elderly
- 40% were small households
- 22% were large households
- 18% were one-person households

By FY 2014, it is estimated that an additional 663 households will have problems. 2,750 households were paying more than 50% of their income for housing with 22% comprised of renters and 78% of owners.

An analysis of 2000 CHAS data, also indicates there was disproportionately greater need among: Hispanics in all income categories earning below 80% of the median for both owners and renters; Black (not Hispanic) earning over 30% MFI who are owners; Native Americans (not Hispanic) earning under 50% MFI; Asians (not Hispanic) earning between 51 to 80% MFI; and, Hawaiian/Pacific Islanders (not Hispanic earning from 31 to 50% MFI.

The City of Mesa Housing Authority will promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination through regular Fair Housing training for all staff. The City of Mesa Housing Authority will address the Antipoverty Strategy by increasing the effectiveness of existing programs by working in collaboration with other State agencies to provide housing to those families on the waiting list, as well as those families currently on the HCV Program by offering a preference to chronically homeless persons. The City of Mesa PHA will be conducting mandatory owner/landlord briefings throughout the year to discuss the supply of affordable housing, the quality of that housing, and ADA accessible units within the City of Mesa PHA jurisdiction. In an effort to increase the number of affordable housing units, the PHA will make every effort to apply for targeted funding and/or additional vouchers for the Housing Choice Voucher program as they become available.

9.0

**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. 5 Year plan submission only**

**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.**

**Need: Availability of affordable housing for all eligible populations**

**Strategy 1: Maximize the number of affordable units available to the PHA within its current resources by:**

- Maintaining or increasing the Housing Choice Voucher lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction. The current payment standard is set at 90% of the FMR.
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
- Maintain or increase Housing Choice Voucher lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.
- Maintain or increase Housing Choice Voucher lease-up rates by effectively screening Housing Choice Voucher applicants to increase owner acceptance of program.

**Strategy 2: Increase the number of affordable housing units by:**

- Apply for additional Housing Choice Voucher units should they become available – MHA will review the funding sources, including HUD's Notice of Funding Availability (NOFA) and determine the viability of seeking additional vouchers.
- Pursue housing resources other than public housing or Housing Choice Voucher tenant-based assistance. For example, the MHA shall apply for HOME funds for the Tenant-Based Rental Assistance Program (TBRA) to provide down payment assistance to low and very low income families.

9.1

**Need: Specific Family types: Families at or below 30% of median income**

**Strategy 1: Target available assistance to families at or below 30% of AMI**

- Provide information on community resources, such as job listings, training, and childcare.
- Actively promote the Family Self-Sufficiency and the Homeless Transitional Housing programs to this target population.

**Need: Specific Family Types : Families at or below 50% of median income**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

- Provide information on community resources, such as job listings, training, and childcare.
- Actively promote the Family Self-Sufficiency and the Homeless Transitional Housing program to this target population.

**Need: Specific Family type: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs**

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs.

**Strategy 2: Conduct activities to affirmatively further fair housing**

- Counsel Housing Choice Voucher tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.
- Market the Housing Choice Voucher Program to owners outside of areas of poverty/minority concentrations.

**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.
- (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" **5 Year plan submission only**

**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.

The City of Mesa Housing Authority (MHA) has made a noted effort in working toward achieving the 5-year goals of the agency created for the period between 2010 and 2014. MHA has a strong need to make a difference in the community by providing quality rental assistance in a high-customer satisfactory environment. MHA has taken an active role in implementing HUD policies, procedures, and requirements within required timeframes.

HUD Strategic Goals: (1) Increase the availability of decent, safe and affordable housing. (2) Improve community quality of life and economic vitality. (3) Promote self-sufficiency and asset development of families and individuals. (4) Ensure equal housing opportunities for all Americans.

MHA has expanded the supply of assisted housing by applying for additional rental vouchers: (1) MHA has consistently applied for the Family Self-Sufficiency Coordinator grant since 2000. (2) MHA applied for HOME funds and implemented the Tenant-Based Rental Assistance (TBRA) Program in 2005. MHA will submit an application as deemed necessary to request funding. TBRA is a two year program targeting the homeless—those individuals living in a qualified transitional housing program and lacking fixed and/or permanent housing—and is in addition to the Housing Choice Voucher Program. (3) MHA will review future NOFAs to determine viability of seeking additional vouchers. (4) The MHA has received 34 Section 8 Housing Choice Vouchers from HUD to administer the HUD Veterans Affairs Supportive housing (VASH) program in partnership with the Veterans Administration facility in Phoenix, Arizona. The HUD VASH program combines HUD HCV rental assistance for homeless veterans with case management and clinical services provided by the Department of Veterans Affairs at its medical centers and in the community. The Veterans Administration facility refers all eligible HUD VASH families to the MHA.

The MHA continues to work at improving the living environment for residents through rental rehabilitation programs and providing Housing Choice Voucher Program participants with information on units in non-poverty areas.

MHA has implemented a strong self-sufficiency and homeownership program with the goal of family self-sufficiency by connecting participants with supportive services, training programs, and job listings. MHA affirmatively furthers fair housing by providing information in both the briefing packets and in the PHA lobby; through staff training; and by the approval for a change of bedroom size where accessibility is an issue.

The MHA continues to ensure equal housing opportunities for all Americans. The MHA periodically meets with community property owners and management agents to provide them with information and encourage their participation in the Section 8 program. Tenants and landlords are educated regarding their responsibilities for compliance with affirmative fair housing policies. The MHA provides, when possible, ongoing educational training for staff to ensure their compliance with affirmative fair housing policies.

The MHA also remains committed to assuring that the proper level of benefits are received by all participating families, and that housing resources reach only income-eligible families so that program integrity can be maintained. The MHA takes all steps necessary to prevent fraud, waste, and mismanagement so that program resources are utilized judiciously. Methods and practices include, but are not limited to, written materials designed to promote understanding of program rules; program briefing sessions prior to issuance of assistance; tenant counseling sessions; posting of instructive signs in management offices; and verification of Section 8 participant income, employment and other eligibility information by credit reporting agencies.

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

Substantial Deviation from the 5-Year Plan: Substantial Deviation from the 5-Year Plan shall include a major modification to the PHA goals and practices. General agency policies are not included; however, if there is a significant amendment or modification to the 5-Year Plan, an updated copy of the Administrative Plan shall be available at the main administrative office of the City of Mesa Housing Authority, 20 East Main St., Suite 250, Mesa, Arizona 85201.

10.0

<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> <ul 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> </ul>
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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](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 fundability); 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.

<b>PHA Certifications of Compliance with PHA Plans and Related Regulations</b>	<b>U.S. Department of Housing and Urban Development</b> Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011
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**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 \_\_\_ 5-Year and/or  Annual PHA Plan for the PHA fiscal year beginning July 1, 2011, 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.

City of Mesa Housing Authority

AZ005


PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

X Annual PHA Plan for Fiscal Years 20<sup>11</sup> - 20<sup>12</sup>

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	Title
Scott Smith	Chairman, City of Mesa Housing Governing Board
Signature	Date
	6-23-2011

## Attachment (f) – Resident Advisory Board (RAB) Comments

The Mesa Housing Authority's Resident Advisory Board (RAB) had the following questions and/or comments (shown in bold typeface below) regarding the Mesa Housing Authority's Proposed PHA Annual Plan for FY 2011/2012. Comments occurred at the RAB meeting held on May 4, 2011. The Housing Authority's responses are shown in regular typeface.

- **Does HUD's definition of the chronically homeless include families?** No. As indicated in HUD's technical guide, *Defining Chronic Homelessness: A Technical Guide for HUD Programs* (page 4, #9), "the homeless person must be an 'unaccompanied homeless person' which means an individual such as 'a single homeless person who is alone and is not part of a homeless family and not accompanied by children.'"
- **How many chronically homeless individuals are in Mesa and can be expected to apply under this preference?** Approximately 50 individuals were identified by Project H3 in the Phoenix metro area, 3 of which were located in Mesa. Another 5 individuals have currently been identified under the existing preference, and it is anticipated that a similar amount will meet the revised preference based on HUD's definition of chronically homeless.
- **Adoption of this preference doesn't exclude families from receiving assistance under the Section 8 program does it?** No it does not. Families are still eligible to apply for assistance under the Housing Choice Voucher program when the Waiting List is open. Homeless families, however, will not be eligible to receive the "chronically homeless" preference because, by definition, it targets an "unaccompanied homeless individual." Should HUD revise its definition of chronically homeless to include more than one individual, the Mesa Housing Authority will revise its preferences accordingly.
- **Do the homeless have caseworkers so they can be successful on the program? If they don't have some other type of support, it will probably be difficult for them to be successful on this program.** The City initially allocated funds for a CDBG project to provide case management for a limited number of high risk single homeless individuals as defined in the prior preference. This scope of this project will need to be modified to assist the chronically homeless as defined by HUD and proposed in this PHA Plan.
- **There are other agencies that can help the homeless, and this program was not setup to help the homeless.**
- **Did the Housing Authority hire more staff members to accommodate the change to a tenant-based style of management?** No. Clients will be assigned a designated staff member to serve as a single point of contact during their participation in the Housing Choice Voucher program. Each staff member will be cross-trained regarding all aspects of the process, and they should be able to guide their clients through the entire range of the

**Attachment (f) – Resident Advisory Board (RAB) Comments**

participation process. This will probably entail having staff specialists in each area cross-train their co-workers.

- ***Will participants be able to choose the staff member they're assigned to?*** At this point, staff is unsure which methodology will be employed to distribute the workload; but, it is highly unlikely that participants will be able to choose their assigned staff member. The Mesa Housing Authority, however, will ensure that each participant receives the same level of quality customer service from each of its representatives.
- ***Has the Housing Authority ever conducted business this way?*** It's quite possible that the client-based management style may have been utilized by the Mesa Housing Authority at some point in its past. The task-based management style, however, has been utilized for at least the past four years and maybe longer.
- ***Does the Housing Authority provide vouchers or assistance to illegal aliens?*** No. The City of Mesa Housing Authority does not provide vouchers to anyone who is not able to prove legal residency in the United States as required by HUD.
- ***Don't wait too long between receiving training in the client-based method and its implementation.*** Once all staff members have been trained, the implementation to the client-based process will be almost immediate. Staff anticipates implementation no later than June 6, 2011.
- ***Why is the Mesa Housing Authority opting out of receiving new vouchers if it's over-leased and there are currently no vouchers available?*** The Mesa Housing Authority is not opting out of receiving any vouchers and will continue to seek additional vouchers and funding as they become available from HUD.
- ***Why didn't the Mesa Housing Authority apply for rental assistance to assist those in need under the Tenant-Based Rental Assistance (TBRA) Program?*** Staff is unable to provide a reason for why funding for rental assistance under the Tenant-Based Rental Assistance (TBRA) program did not occur other than they were deemed "not necessary." An application was submitted and approved for \$50,000 of security deposit assistance under the TBRA program for FY 2011/2012. Funding for rental assistance under TBRA, however, will need to occur in future program years because the application deadline for the FY 2011/2012 TBRA program has passed.
- ***RAB member Hines was disappointed the Mesa Housing Authority did not apply for rental assistance funds under the Tenant Based Rental Assistance program and, as a result, voted not to approve the proposed PHA Annual Plan for FY 2011/2012.*** Overall, however, the Mesa Housing

**Attachment (f) – Resident Advisory Board (RAB) Comments**

Authority's Proposed PHA Annual Plan for FY 2011/2012 was approved by the RAB by a majority vote of 2-1 (2 RAB members were not in attendance at the meeting).

### 3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING [Pub.L. 109-162]

The Violence Against Women Reauthorization Act of 2005 (VAWA) prohibits denial of admission to an otherwise qualified applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking. Specifically, Section 606(1) of VAWA adds the following provision to Section 8 of the U.S. Housing Act of 1937, which lists contract provisions and requirements for the housing choice voucher program:

- That an applicant or participant is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate reason for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission.

#### Definitions

As used in VAWA:

- The term domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- The term *dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - The length of the relationship
  - The type of relationship
  - The frequency of interaction between the persons involved in the relationship
- The term *stalking* means:
  - To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or
  - To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and
  - In the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person.



- The term *immediate family member* means, with respect to a person:
  - A spouse, parent, brother or sister, or child of that person, or an individual to whom that person stands in the position or place of a parent; or
  - Any other person living in the household of that person and related to that person by blood and marriage.

## **Notification and Victim Documentation**

### City of Mesa Housing Authority Policy

The PHA acknowledges that a victim of domestic violence, dating violence, or stalking may have an unfavorable history that would warrant denial under the PHA's policies. Therefore, if the PHA makes a determination to deny admission to an applicant family, the PHA will include in its notice of denial a statement of the protection against denial provided by VAWA and will offer the applicant the opportunity to provide documentation affirming that the cause of the unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking.

The documentation must include two elements:

A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, and

One of the following:

A police or court record documenting the actual or threatened abuse, or

A statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The applicant must submit the required documentation with her or his request for an informal review (see section 16-III.D) or must request an extension in writing at that time. If the applicant so requests, the PHA will grant an extension of 10 business days, and will postpone scheduling the applicant's informal review until after it has received the documentation or the extension period has elapsed. If after reviewing the documentation provided by the applicant the PHA determines the family is eligible for assistance, no informal review will be scheduled and the PHA will proceed with admission of the applicant family.

## **Perpetrator Removal or Documentation of Rehabilitation**

### City of Mesa Housing Authority Policy

In cases where an applicant family includes the perpetrator as well as the victim of domestic violence, dating violence, or stalking, the PHA will proceed as above but will require, in addition, either (a) that the perpetrator be removed from the applicant household and not reside in the assisted housing unit or (b) that the family provide documentation that the perpetrator has successfully completed, or is successfully undergoing, rehabilitation or treatment.

If the family elects the second option, the documentation must be signed by an employee or agent of a domestic violence service provider or by a medical or other knowledgeable professional from whom the perpetrator has sought or is receiving assistance in addressing the abuse. The signer must attest under penalty of perjury to his or her belief that the rehabilitation was successfully completed or is progressing successfully. The victim and perpetrator must also sign or attest to the documentation. This additional documentation must be submitted within the same time frame as the documentation required above from the victim.

### **PHA Confidentiality Requirements**

All information provided to the PHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.



*Certificate*  
*of*  
**CITY CLERK**

I, LINDA CROCKER, THE DULY APPOINTED, QUALIFIED AND ACTING CITY CLERK OF THE CITY OF MESA, MARICOPA COUNTY, ARIZONA, DO HEREBY CERTIFY THAT THE ATTACHED COPY OF HOUSING GOVERNING BOARD RESOLUTION NO. 11-1 ENTITLED:

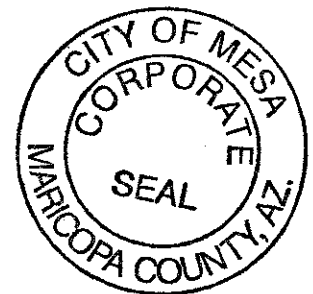
HGB RESOLUTION NO. 11-1

A RESOLUTION OF THE CITY OF MESA HOUSING AUTHORITY GOVERNING BOARD OF THE CITY OF MESA, MARICOPA COUNTY, ARIZONA AUTHORIZING APPROVAL OF THE PUBLIC HOUSING AUTHORITY ANNUAL PLAN FOR FY 2011.

IS A TRUE, CORRECT AND COMPARED COPY OF THE ORIGINAL OF RECORD, AND ON FILE IN THE OFFICE OF THE CITY CLERK OF THE CITY OF MESA, ARIZONA.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND SEAL OF THE CITY OF MESA, MARICOPA COUNTY, STATE OF ARIZONA, THIS 23<sup>RD</sup> DAY OF JUNE, 2011.

  
\_\_\_\_\_  
LINDA CROCKER  
CITY CLERK



HGB Resolution 11-1

A Resolution of the City of Mesa Housing Authority  
Governing Board of the  
City of Mesa, Maricopa County, Arizona  
Authorizing Approval of the  
Public Housing Authority  
Annual Plan for  
FY 2011

Be it Resolved by the City of Mesa Housing Authority Governing Board:

Section 1: That the PHA Annual Plan for FY 2011 is approved; and

Section 2: That the Chairman of the Board, or his designee, be authorized to submit the plan to HUD on behalf of the City of Mesa Housing Authority Governing Board; and

Section 3: That the Chairman of the Board, or his designee, be authorized to execute all documents necessary for such submission.

Passed and Adopted by the City of Mesa Housing Authority Governing Board of the City of Mesa, Maricopa County, Arizona, on this date: June 23, 2011.

Approved:



\_\_\_\_\_  
Scott Smith, Chairman  
City of Mesa Housing Authority Governing Board