

<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 Sioux City Housing Authority _____ PHA Code: _____ IA018 _____ 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): ____ July 1, 2011 _____														
<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: ____ 1175 + 25 HUD 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:	
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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:  The mission of the PHA is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.														

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.

**New Year Goals**

Increase assisted housing choices

- Through voucher management and portability counseling

Provide an improved living environment

- Work with landlords to promote ongoing maintenance and improvements to their properties

Expand the supply of assisted housing.

- Increase HUD-VASH program utilization

Ensure equal opportunity and affirmatively further fair housing.

- Continue to improve awareness and compliance with fair housing

Promote self sufficiency and asset development of assisted households

- Promote the FSS Program and improve access to resources and supportive services for participants

**PHA Previous Year Plan Progress Report**

PHA Goal: Provide affordable housing and look for opportunities to stay abreast of changing legislation and take advantage of funding opportunities as they become available. Partnered with the Veterans Affairs Supportive Housing (VASH) Program to apply for 25 HUD-VASH Vouchers in 2010. 20% of those vouchers were utilized within the first year of receipt. PHA maximized the efficiency of our HCV funding by maintaining an average lease up rate of at least 98% and utilizing 98% of its Annual Budget Authority. The PHA has continued participation with outside agencies associated with residential living and increased the number of affordable housing units including expanded choices within the last year at Murray Hall, which offers supportive housing for individuals with special needs. Improved voucher management as evidenced through SEMAP rating as a high performing PHA for the last 6 consecutive years. Increased customer satisfaction through solicitation for input from committee members on the RAB Board. Rebalanced caseloads, conducted cross training, streamlined processes, and developed procedures and policies for continuity of performance. Broadened staff participation in local community coalitions and organizations to improve access to community resources. Identified new areas of potential growth for the PHA and associated staffing and training needs. Rent reasonableness comparison study was initiated to review specific voucher management functions. Payment standards will be adjusted to reflect the changing market rents as needed. Analytical processes to monitor spending and maximize efficiencies are in place. Costs saving measures have been realized through staff actions to conserve spending with little impact upon program applicants and participants. In addition, staff has ensured that rents are reasonable, incomes are verified correctly, and utility allowances are accurate through review.

PHA Goal: Partner with local community service providers to enhance awareness and increase knowledge of local resources for all program participants and individuals covered under the Violence against Women Act. Partnered with Council on Sexual Assault and Domestic Violence (CSADV) to provide training to staff and encourage use of FUP vouchers for family reunification for domestic abuse victims.

PHA Goal: Continue to work towards self sufficiency and home ownership by offering the program to every HCV recipient and encouraging them to sign up and take action towards these goals. Increased the FSS Program size from 30 to 75 participants, with 45% of current program participants earning escrow. Four families completed the FSS program in 2010, and a total of \$21,956.24 in FSS Escrow was awarded to those four families. The FSS Program Coordinating Committee has met quarterly and improved access to resources and supportive services for participants, thus improving their employability. The PHA is in the initial stages of developing a down payment assistance program with HOME funds, partnering with Neighborhood Services and a local credit counseling agency for pre and post purchase counseling.

PHA Goal: Improve the existing housing stock by making it safer for families, especially those with young children, as well as improving the overall appearance of the neighborhoods through lead abatement programs in our community. Partnered with Neighborhood Services to promote the Lead Hazard Control Program to landlords resulting from a \$1.9 million grant for lead abatement to the City of Sioux City. Fifty-six units were completed on this program, with over one hundred children in safer homes.

**PHA Plan Update**

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

The SCHA has reviewed policy and standard operating procedures in the previous year to ensure that the PHA is best meeting affordable housing needs of the community. It has addressed housing needs of families on the PHA's waiting list by maintaining lease up rates by establishing payment standards that will enable families to rent throughout the jurisdiction, and undertaking measures to ensure access to affordable housing. It has addressed housing needs of homeless veterans in the community by applying for and receiving HUD-VASH Vouchers. It has continued participation with outside agencies associated with residential living and increased the number of affordable housing units including expanded choices within the last year at Murray Hall, which offers supportive housing for individuals with special needs. The PHA has reviewed payment standards and updated utility allowances based on rent comparability and utility studies. The SCHA has modified repayment agreements and reporting requirements for interim reviews. The result is decreased Housing Assistance Payment costs in the Housing Choice Voucher Program as a result of tenants paying more toward their rent with changes in interim review thresholds and repayment guidelines. The PHA has targeted available assistance to families at or below 30% of AMI and families at or below 50% of AMI, as well as the elderly and families with disabilities. The PHA has increased awareness by affirmatively marketing to races/ethnicities shown to have disproportionate housing needs. It has conducted activities to affirmatively further fair housing through counsel to tenants as to location of units outside of areas of poverty/minority concentrations. We have continued to provide security deposit assistance and tenant based rental assistance with administrative fees through HOME funds. The PHA received funding for one Coordinator for the Family Self Sufficiency Program. The PHA's Section 8 Home Ownership Coordinator funding has been discontinued by HUD. The PHA doubled its FSS Program size and has applied for 1 renewal FSS Coordinator position and a second Coordinator position for CY2011 funding. A description of VAWA activities, services and programs has been attached.

<b>FINANCIAL RESOURCES: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Uses</b>
Federal Grants (FY 2010)		
Contributions for Section 8 Tenant-Based Assistance	4,148,254	Section 8 Housing Choice Voucher Housing Assistance Payments
HUD-VASH Vouchers	88,356	HUD-VASH Housing Assistance Payments
HOME	35,000	Security Deposit Assistance
HOME	112,000	Tenant Based Rental Assistance
HOME	23,443	Administrative Fee
FSS Coordinators (anticipated)	138,000	2 Coordinators
Lead Hazard Control Grant	2,976	Administrative Fee
<b>Total Resources</b>	<b>4,548,029</b>	

PHA Plan Elements that have been revised by the PHA since its last annual submission:

- 1)Added to the Pre-Hearing Right to Discovery based on Resolution 2010-000042 stating that all hearings shall provide full disclosure of all documents relied upon and generated during an investigation that the City intends to provide to the hearing officer.
- 2)Updated Required Reporting for interim reviews from \$200 to \$100 due to rising HCV Housing Assistance Payment (HAP) costs. "The PHA will conduct interim examinations when families have an increase in income of more than \$100 a month."
- 3)Portability moves will no longer be allowed if they owe the PHA money. If the family is under a repayment agreement with any PHA, portability (in or out) will not be permitted until repayment has been completed.
- 4)Updated Portability guidelines removing "If there is more than one such PHA in the area in which the family wants to lease a unit, the initial PHA may choose the receiving PHA."
- 5)Defined insufficient funding for denial for portability.
- 6)Updated repayment agreement guidelines to reflect payment thresholds.
- 7)Updated offer of repayment.
- 8)Added HUD-VASH vouchers under Targeted Funding.
- 9)Clarified policy on valuing assets for determination of rental assistance.
- 10)Removed closing waiting list to out of town applicants per HUD clarification.
- 11)Revised policy on denial for applicant families. They will now be given a copy of record to dispute inaccuracy if appropriate. "If ... an applicant family appears to be ineligible the PHA will notify the family in writing of the proposed denial and provide a copy of the record to the applicant and to the subject of the record."
- 12)Added "The term bifurcate means, with respect to a public housing or Section 8 lease, to divide a lease as a matter of law such that certain tenants can be evicted or removed while the remaining family members' lease and occupancy rights are allowed to remain intact."
- 13)Added Form HUD-92006, Supplement to Application for Federally Assisted Housing, as part of the PHA's application.
- 14)Added language regarding deferred disability benefits and kinship payments.
- 15)Updated informal review procedures.

(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.

Copies of the Annual PHA Plan are available at the Housing Assistance Center, 405 6<sup>th</sup> Street, Room 107, Sioux City, IA 51101

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.*  
NA

**8.0 Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable.  
NA

8.1	<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. NA
8.2	<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. NA
8.3	<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. NA
9.0	<b>Housing Needs.</b> 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. Not needed for annual plan for high performers

9.1	<b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b>  PHA adopted working preferences for families whose head of household has worked 20 hours a week for 6 months, been in school full time for 6 months or a combination of the two, whose head of household is elderly, disabled, or handicapped or is receiving unemployment. PHA has weighted the adopted preferences.
10.0	<b>Additional Information.</b> 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 PHA has accomplished nearly all the goals and objectives established in the previous year plan. In the Housing Choice Voucher Program, the PHA maintained a 98% annual lease up rate. The PHA maintained its level as a High Performing Housing Authority with a SEMAP score of 100%. The PHA conducted a revision of the Administrative Plan during the previous year period. It published Landlord and Tenant newsletters, improved briefings, developed and implemented performance measures, educational workshops, and standard operating procedures. It has responded to HUD's goal of cutting fraud and abuse in its programs by improving accountability both internally and externally. Comprehensive rent comparability studies were started in late fall to review payment standards. This annual review leads to more opportunities for tenant choice including deconcentration, amenities, and quality; it also allows more families to move from apartment living to single family units. The PHA continues to advise families about the FSS Program. In 2010 alone, the FSS Program served an average of 75 families, with 4 successful graduates receiving \$21,956.24 in escrow savings accounts. Forty-five percent of families enrolled in FSS have established an escrow savings account due to increases in their earned income. The PHA promoted the Lead Abatement Program in the community and fifty six units were renovated in 2010, with over one hundred children in safer homes. The PHA's goal in promoting the Lead Abatement Program is to counteract the current effect from the Renovation, Repainting and Remodeling Rule which has begun to challenge the availability of single family units which were built pre-1978 and have paint stabilization issues. Landlords are concerned about stricter requirements for lead safe work practices in the Section 8 Program v.s. open market.  (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: If the PHA amends the Administrative Plan, the amendment will be subject to a Public Hearing and approval of both the governing board, after being reviewed and approved by the resident advisory board.  Significant Amendment or Modification to the Annual Plan: If the PHA amends the Administrative Plan, the amendment will be subject to a Public Hearing and approval of both the governing board and the resident advisory board.

<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> <p>(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) Will submit by mail</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) - NA</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) - NA</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) - NA</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) - NA</p> <p>(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. Attached below</p> <p>(g) Challenged Elements - none</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)- NA</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) - NA</p>
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**11.F – RESIDENT ADVISORY COMMENTS AND MINUTES.**

**RESIDENT ADVISORY BOARD MEETING MINUTES**

Sioux City Housing Authority  
P.O. Box 447  
Sioux City, IA 51102  
1/15/10

**Those present:** Tom Bates (Housing Analyst), Kathleen Torbensen, Gary Henry, Shirley Knapp & Gary Ryan

**Unable to attend:** Linda Tran, Nancy Young, and Debbie Bales

**Introduction:** Brief introduction of members and staff present

**Actions:** the following subjects were discussed with team responses noted

Subject	Description	Response
Utility Allowances	Tom briefly described the process of utility allowance adjustment, the requirement by HUD and used examples as to how it can effect tenant's portion of rent	All members present understood and acknowledged
Energy Assistance, Rapid Rehousing, & Rent Rebates	Talked about other programs that can be used by tenants on Section 8...provided brochures and/or forms to apply...Gary Henry had just completed a rent rebate and told about such	All members present acknowledged
Neighborhood Street Cleaning	Passed out a schedule of ongoing and upcoming snow removal...asked tenants for their input/suggestions	RAB members accepted it's a difficult problem, but recommended alternating sides of the street immediately, plowing closer to curbs, rotate shifts (weekends also) and to avoid piling it up at intersections
Homeless Veterans	Discussed vouchers that were available previously ( <b>and I heard through the grapevine they may be available again</b> ) and asked for other recommendations to address such needs	Kathleen recommended offering veterans a "preference" on the waiting list and all RAB members agreed
Misc. information	President Obama signed into law a bill funding Section 8 for \$8.55 billion (a 15% increase)...some information regarding affordable housing in Mexico (did you know their minimum wage is \$3.91 a day... <b>a day</b> )...and we reviewed the 2009 Iowa Landlord Tenant Law handbook and services available at Iowa Legal Aide	RAB members acknowledged

**Adjournment:** this meeting of the RAB was adjourned with the next meeting tentatively scheduled for 3/12/10

**RESIDENT ADVISORY BOARD MEETING MINUTES**

Sioux City Housing Authority  
P.O. Box 447  
Sioux City, IA 51102  
4/5/10

**Those present:** Tom Bates (Housing Analyst), Kathleen Torbensen, Gary Ryan, Gary Henry, Debbie Bales

**Not present:** Robert Whitney, Shirley Knapp

**Actions:** the following subjects were discussed with team responses noted

Subject	Description	Response
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Mission Statement	Reviewed Mission Statement as it applies and is incorporated in PHA 5 year Plan:	Approved by RAB members
PHA 5 Year Plan	Review prior to council's approval:  Continue to provide affordable housing Veterans Affairs Average lease up of 98% Partner with local community providers Violence Against Women Work with other agencies in prevention of homelessness Local community coalitions Promote self-sufficiency and home ownership Improve existing housing stock Lead abatement Partner with Neighborhood Services \$1.9 million LHCG	Approved by RAB members
Financial Resources	Reviewed planned resources and uses:  Section 8 \$3,877,000 rental assistance HOME 35,000 security deposit HOME 112,000 rental assistance HOME 23,443 admin fee FSS 128,532 2 coordinators LHCG 8,000 admin fee  Total \$4,183.975	Acknowledged by RAB members
HUD/ VASH	Meeting at 2:30 PM today to approve and/or disapprove vouchers specifically for displaced veterans...35 vouchers were requested with 25 approved if the SCHA accepts...will share further information upon receipt and tentatively schedule for next meeting	RAB members promote the addition of this program
Lead Hazard Control Grant (LHCG)	there will be a ribbon cutting ceremony at 2112 Jones St on Tuesday 4/6/10 for the 1 <sup>st</sup> home completed via the LHCG...not the best picture, but you can get a "before" image on GIS (available to public) and I encourage you to see what it looks like now	Public invited

**Assignments and/or possible discussions recommended by the RAB for the upcoming meeting:**

- 1) HUD/VASH vouchers
- 2) To be announced

**Adjournment:** due to my pressing schedule (ie. the shortness of this meeting) a full meeting will be rescheduled for Friday 5/14/10 at 2:00 PM

**RESIDENT ADVISORY BOARD MEETING MINUTES**

Sioux City Housing Authority  
P.O. Box 447  
Sioux City, IA 51102  
5/14/10

**Those present:** Tom Bates (Housing Analyst), Debbie Bales, (Kathleen Torbensen & Gary Henry participated via phone)

**Not present:** Robert Whitney, Shirley Knapp, Gary Ryan

**Actions:** the following subjects were discussed with team responses noted

Subject	Description	Response
Budget	Reviewed the concepts of HAP (housing assistance payments) and the consequences of increasing costs resulting in possible fewer vouchers, less admin fee, fewer staff, etc. and therefore the need to address some of the following.	Those present acknowledged
Interim Adjustments	Recommended adjusting TTP (tenant total payment) and HAP with any increase of income totaling \$100.00 or more per month vs. the old margin of \$200.00 monthly.	Approved by RAB members
Repayment agreements	Recommended requiring repayment of unentitled benefits of \$100.00 or more vs. the old margin of \$200.00. In addition requiring all repayment agreements paid in full before authorizing portability (transfer of voucher to another Housing Authority). And...if a tenant is already under a repayment agreement and commits fraud (unreported income) resulting in the need to repay additional money. We cannot allow a tenant to have 2 repayment agreements consecutively, but they may be allowed to repay the smaller of the two in full and agree to repay the larger under a repayment plan.	Approved by RAB members
HUD/ VASH	The SCHA was approved for 25 VASH (Veterans Affairs Supportive Housing)	RAB members

	vouchers specifically appropriated for displaced/homeless veterans. The VA is currently hiring a social worker that will coordinate with SCHA (I've volunteered to represent us) in providing rental assistance.	promote the addition of this program
Utility Allowances	Discussed the noticeable fluctuation of utility cost in the past two years and recommended reviewing every 6 months vs. annually to reflect more accurately on the housing assistance payments.	Approved by RAB members
Rent Reasonableness	Recommended reviewing monthly (at annual reviews) the ongoing contracts and amount of rent appropriated to insure the SCHA is paying landlords a "fair", but not inflated amount of rent for each unit.	Approved by RAB members

**Assignments and/or possible discussions recommended by the RAB for the upcoming meeting:**

- 1) To be announced

**Adjournment:** I will be out of town on July 9, 2010 so the next meeting is being re-scheduled for **Friday July 16, 2010 at 2:00 PM.**

**RESIDENT ADVISORY BOARD MEETING MINUTES**

Sioux City Housing Authority  
P.O. Box 447  
Sioux City, IA 51102  
7/16/10

**Those present:** Tom Bates, John Fitch

**Not present:** Kathleen Torbensen, Debbie Bales, Robert Whitney, Shirley Knapp, Gary Ryan, & Gary Henry

**Actions:** the following subjects were discussed with team responses noted

With RAB members unable to attend, the meeting was a good opportunity to discuss with City Councilman John Fitch just a few of the functions of the SCHA that include, but are not limited to:

- 1) Rental assistance
- 2) Income review
- 3) Inspections
- 4) Administrative policy
- 5) Funding
- 6) Fraud control
- 7) Resident Advisory Board
- 8) VASH

Mr. Fitch was very interested in our programs, asked a number of questions (answered as best I could), and I encouraged him to return and meet with other members of our Resident Advisory Board.

**Assignments and/or possible discussions recommended by the RAB for the upcoming meeting:**

- 1) To be announced

**Adjournment:** The next meeting was tentatively scheduled for Friday September 10, 2010 at 2:00 PM, but has been rescheduled for **October 8, 2010 at 2:00pm.**

**RESIDENT ADVISORY BOARD MEETING MINUTES**

Sioux City Housing Authority  
P.O. Box 447  
Sioux City, IA 51102  
10/8/10

**Those present:** Tom Bates (Housing Analyst), Kathleen Torbensen, Carol Hills (Debbie Bales called, but couldn't attend), guest speaker: Mary Jordan

**Not present:** John Fitch (City Councilman), Gary Henry, Shirley Knapp, Gary Ryan, others invited: Sam Saul, Larry Thomas, Danielle Lynn, Chris Denny, & Stacy Hill

**Actions:** the following subjects were discussed with team responses noted

Subject	Description	Response
VASH	Guest speaker Mary Jordan introduced herself as Sioux City's new VASH Social Worker...discussed her responsibilities/job as case manager regarding outreach, assessment, assistance and preventative measures to address the homeless veterans in Sioux City	Those present gratefully acknowledged
Lead Hazard Control Grant	Reviewed current standing with the LHCG program previously discussed addressing the removal of lead paint hazards in homes built prior to 1978 with children under the age of six. Last quarterly report (10/5/10) notes there have been 37 homes repaired with over 200 residents now living in safer/lead free units.	Reviewed by RAB members
Lead paint inspections	Briefly reviewed new Iowa RRP rules regarding lead paint inspections, repairs, etc. Inspectors currently in Des Moines reviewing this and other revisions...after	Reviewed as needed

	returning I reviewed some issues with Terry Colt (Section 8's Inspector) and discussed a new disclosure that may need to be reviewed at the next meeting...DON'T LET ME FORGET!	
Bed Bugs	City and Section 8 Inspectors reviewing this also in Des Moines...discussing current City Code(s) regarding infestation and the question of its application...responsibility of tenant vs. landlord...and the means to address infestation. Have invited Scott Mann (landlord and exterminator recently interviewed on television) to speak at our next meeting regarding his experiences, advice and any further information addressing this epidemic.	RAB members look forward to his presentation
Smoke Free Units	Talked briefly about discussions of units going smoke free (used Indian Hills Apts as an example that already has) and some of Iowa States regulations regarding smoke free public areas, ie. hallways, laundry, etc.	Reviewed by RAB members
Waiting List	Kathleen asked about our waiting list and I briefly noted that for preferred applicants it is relatively short (approx 3 months) as we have openings at this time. Also noted that a previous RAB/Section 8 policy of not accepting applications from outside Siouxland can no longer be allowed, BUT...by simply giving those within our greater metro area a "preference" it does the same thing.	Approved by RAB members

**Assignments and/or possible discussions recommended by the RAB for the upcoming meeting:**

- 1) Bed bugs
- 2) Lead paint

**Adjournment:** Next meeting is scheduled for **Friday December 10, 2010 at 2:00 PM.**

**RESIDENT ADVISORY BOARD MEETING MINUTES**

Sioux City Housing Authority  
P.O. Box 447  
Sioux City, IA 51102  
12/10/10

**Those present:** Tom Bates (Housing Analyst), Kathleen Torbensen, Gary Henry, Shirley Knapp, Gary Ryan, guest speaker: Scott Mann

**Not present:** John Fitch (City Councilman), Debbie Bales (called but couldn't attend)

**Actions:** the following subjects were discussed with team responses noted

Subject	Description	Response
Home Ownership	Noted that HUD was no longer funding the Home Ownership Program and consequently SCHA would have no new units on this program...4 units in 4 years on our current program	Those present acknowledged
Lead Hazard Control Grant	Reviewed that the funding has been exhausted after the completion of 54-56 units (goal was 70) but even this puts over 100 children in safer units...another grant may be available again in the future and will address at that time	RAB members again praised this program
Down Payment Assistance	A new grant via HOME funds for down payment assistance is expected to be handled again by the SCHA (been about 8 years since we did such last)...10-15 Certificates available at \$5K to \$10K (more for units in urban renewal, ie. Jones St & Rose Hill)	RAB members approved
Bed Bugs	Scott Mann gave us all some very interesting information regarding his interaction with bed bugs and how he handles 270 units as a manager here in Sioux City. He described his investment of \$30K in heating units (which is the best/guaranteed approach) to simple sprays (which is the cheapest and least effective). Scott also displayed the use of "Diatomaceous Earth" which is safe (Scott ate some), used in livestock nutrition, agriculture, and kills/dehydrates bed bugs and most other forms of infestation. (I tried some later and had to drink about a gallon of water)  Shared stories, photographs (actual ones from right here in Sioux City), a lot of questions and even more answers...good informational presentation	RAB members very thankful for so much information
Iowa Legal Aide	Reviewed an article printed in the Sioux City Journal regarding tenants at major apartment complex enlisting the assistance of Iowa Legal Aide for legal advice...just reminded tenants that all Section 8 participants are eligible for such assistance if needed	RAB members acknowledged

**Assignments and/or possible discussions recommended by the RAB for the upcoming meeting:**

- 1) 2011 Annual PHA Plan require RAB approval
- 2) To be announced

**Adjournment:** Next meeting is scheduled for **Friday February 11, 2011 at 2:00 PM.**

**RESIDENT ADVISORY BOARD MEETING MINUTES**

Sioux City Housing Authority  
P.O. Box 447  
Sioux City, IA 51102



**Those present:** Tom Bates (Housing Analyst), Kathleen Torbensen, Gary Henry, Shirley Knapp & Gary Ryan

**Unable to attend:** John Fitch, David Swan, and Debbie Bales

**Introduction:** Brief introduction of members and staff present

**Actions:** the following subjects were discussed with team responses noted

Subject	Description	Response
PHA 5 Year and Annual Plan	<p>Reviewed the PHA's Mission</p> <p>Reviewed the New Years Goals</p> <ol style="list-style-type: none"> <li>1) Increase housing choices</li> <li>2) Improved living environment</li> <li>3) Expansion of housing supply</li> <li>4) Equal opportunity &amp; fair housing</li> <li>5) Promote self sufficiency</li> </ol> <p>Reviewed Previous Years Accomplishments which included: staying abreast of changes, partnering with other service providers, working towards self sufficiency and home ownership, and improvement of housing stock</p> <p>Also noted many of the following changes that RAB have discussed in 2010: Pre-Hearing disclosure, updated Interim adjustment amounts, Portability, Funding, updated repayment amounts, VASH, valuation of assets, &amp; updated informal review procedures</p> <p>In addition we reviewed last year's 98% lease up rate, 100% score on SEMAP, increased FSS to 75 families, and the 56 units served by the Lead Hazard Control Grant</p>	All members present approved the PHA 5 year and Annual Plan in addition to accepting thanks for their continued support and participation in the Resident Advisory Board
VASH	<p>Talked about some items of interest from the Supportive Services for Veteran Families Fact Sheet:</p> <ol style="list-style-type: none"> <li>1) Homeless vets have dropped 313K in 2003 to 107K in 2009</li> <li>2) Total # of vets in our service area (eastern SD, southwest MN, north northeast IA and 1 county in ND) is 75,120 with 773 homeless and 43% of those chronically homeless</li> <li>3) Sioux Falls has 65 VASH vouchers and Sioux City has 25 (1<sup>st</sup> lease 6 months ago)</li> </ol>	All members present acknowledged
Other items of interest	<p>With the PHA 5 year and Annual Plan taking the majority of the hour we still shared some information regarding the following:</p> <ol style="list-style-type: none"> <li>1) Spending caps and a decrease of approx. \$40 billion</li> <li>2) Housing America Poll and some interesting results</li> <li>3) Some health tips as per the HOPE Health Letter</li> <li>4) And a little follow up regarding some bed bug cases</li> </ol>	RAB members participated in the discussion
Transitional Housing for Veterans	<p>Last but not least I discussed a seminar I had been to that morning regarding grant applications for possible transitional housing for homeless veterans not quite ready for permanent placement...general impression was that we may not be able to apply for such this year, but...if all VASH Vouchers are utilized AND there is still a need in the future, to readdress the potential</p>	RAB members expressed interest and will monitor upcoming information

**Adjournment:** this meeting of the RAB was adjourned with the next meeting tentatively scheduled for April 8, 2011

**Public Housing Agency Plan Provision – Annual Plan  
City of Sioux City Housing Authority**

**Domestic Violence, Dating Violence, Sexual Assault, Stalking**

The Sioux City Housing Authority (SCHA) has adopted policies in their administrative plan to implement applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) (VAWA). SCHA's goals, objectives and policies to enable SCHA to serve the needs of child and adult victims of domestic violence, dating violence and stalking, as defined in VAWA, are stated in the SCHA Administrative Plan, a copy of which is attached to this Plan.

In addition:

**A. The following activities, services, or programs are provided by SCHA, directly or in partnership with other service providers, to child and adult victims of domestic violence, dating violence, sexual assault or stalking.**

Educational flyers notifying applicants of their rights and obligations are included at time of application and in the Section 8 briefing and leasing packets. Section 8 property owners are notified of the Act and their rights and responsibilities through newsletters.

SCHA has partnered with Council on Sexual Assault and Domestic Violence (CSADV) to utilize Family Unification Program (FUP) Vouchers for referrals from CSADV. SCHA developed a comprehensive Memorandum of Understanding (MOU) with the applicable Public Child Welfare Agency (PCWA) to allow individuals under the Act to utilize available FUP vouchers.

**B. The following activities, services, or programs are provided by SCHA to help child and adult victims of domestic violence, dating violence, sexual assault, or stalking maintain housing.**

VAWA notification is given at time of annual review to all participants.

**C. The following activities, services, or programs are provided by SCHA to prevent domestic violence, dating violence, sexual assault and stalking, or to enhance victim safety in assisted families.**

SCHA makes referrals to Council on Sexual Assault and Domestic Violence (CSADV) or to a CSADV employee who has a satellite office at the Sioux City Police Department. Staff will receive training from local community service providers to enhance awareness and increase knowledge of local resources for individuals under the Act.

**PHA has administrative policies in place to inform applicants and tenants about their rights and obligations under the Violence Against Women Act (VAWA).**

**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**

PHA Policy

The PHA acknowledges that a victim of domestic violence, dating violence, or stalking may have an unfavorable history (e.g., a poor credit history, a record of previous damage to an apartment, a prior arrest record) 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

A description of PHA confidentiality requirements

A request that an applicant wishing to claim this protection submit to the PHA documentation meeting the specifications below with her or his request for an informal review (see section 16-III.D)

**Documentation**

*Victim Documentation*

PHA Policy

An applicant claiming that the cause of an unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking must provide documentation (1) demonstrating the connection between the abuse and the unfavorable history and (2) naming the perpetrator of the abuse. The documentation may consist of any of the following:

A statement signed by the victim certifying that the information provided is true and correct and that it describes bona fide incident(s) of actual or threatened domestic violence, dating violence, or stalking

A police or court record documenting the domestic violence, dating violence, or stalking

Documentation signed by a person who has assisted the victim in addressing domestic violence, dating violence, or stalking, or the effects of such abuse. This person may be an employee, agent, or volunteer of a victim service provider; an attorney; or a medical or other knowledgeable professional. The person signing the documentation must attest under penalty of perjury to the person's belief that the incidents in question are bona fide incidents of abuse. The victim must also sign the documentation.

#### *Perpetrator Documentation*

#### PHA Policy

If the perpetrator of the abuse is a member of the applicant family, the applicant must provide additional documentation consisting of one of the following:

A signed statement (1) requesting that the perpetrator be removed from the application and (2) certifying that the perpetrator will not be permitted to visit or to stay as a guest in the assisted unit

Documentation that the perpetrator has successfully completed, or is successfully undergoing, rehabilitation or treatment. 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.

#### *Time Frame for Submitting Documentation*

#### PHA Policy

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 that the family is eligible for assistance, no informal review will be scheduled and the PHA will proceed with admission of the applicant family.

#### **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 identity, 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.

#### PHA Policy

If disclosure is required for use in an eviction proceeding or is otherwise required by applicable law, the PHA will inform the victim before disclosure occurs so that safety risks can be identified and addressed.

#### **MOVING WITH CONTINUED ASSISTANCE AND PORTABILITY INTRODUCTION**

Freedom of choice is a hallmark of the housing choice voucher (HCV) program. In general, therefore, HUD regulations impose few restrictions on where families may live or move with HCV assistance. This chapter sets forth HUD regulations and PHA policies governing moves within or outside the PHA's jurisdiction in two parts:

Part I: Moving with Continued Assistance. This part covers the general rules that apply to all moves by a family assisted under the PHA's HCV program, whether the family moves to another unit within the PHA's jurisdiction or to a unit outside the PHA's jurisdiction under portability.

Part II: Portability. This part covers the special rules that apply to moves by a family under portability, whether the family moves out of or into the PHA's jurisdiction. This part also covers the special responsibilities that the PHA has under portability regulations and procedures.

#### **PART I: MOVING WITH CONTINUED ASSISTANCE**

##### **10-1.A. ALLOWABLE MOVES**

HUD lists five regulatory conditions and the statutory condition under VAWA in which an assisted family is allowed to move to a new unit with continued assistance. Permission to move is subject to the restrictions set forth in section 10-1.B.

- The family has a right to terminate the lease on notice to the owner (for the owner's breach or otherwise) and has given a notice of termination to the owner in accordance with the lease [24 CFR 982.314(b)(3)]. If the family terminates the lease on notice to the owner, the family must give the PHA a copy of the notice at the same time [24 CFR 982.314(d)(1)].
- The Violence Against Women Reauthorization Act of 2005 provides that "a family may receive a voucher from a public housing agency and move to another jurisdiction under the tenant-based assistance program if the family has complied with all other obligations of the section 8 program and has moved out of the assisted dwelling unit in order to protect the health or safety of an individual who is or has been a victim of domestic violence, dating violence, or stalking and who reasonably believed he or she was imminently threatened by harm from further violence if he or she remained in the assisted dwelling unit" [Pub.L. 109-162]
- The lease for the family's unit has been terminated by mutual agreement of the owner and the family [24 CFR 982.314(b)(1)(ii)].

#### PHA Policy

Families will be permitted to move within the PHA's jurisdiction during the initial year of assisted occupancy only for good cause with permission of the landlord (with a mutual recession) and the Sioux City Housing Authority: examples of good cause –reasonable accommodation for a household member with a disability or gaining custody of extra family members. In general, no mutual recessions will be approved unless provided to the Sioux City Housing Authority by the 10<sup>th</sup> of any month for the end of that month.

### **Grounds for Denial or Termination of Assistance**

The PHA has grounds for denying or terminating the family's assistance [24 CFR 982.314(e)(2)]. VAWA creates an exception to these restrictions for families who are otherwise in compliance with program obligations, but have moved to protect the health or safety of an individual who is or has been a victim of domestic violence, dating violence or stalking, and who reasonably believed he or she was imminently threatened by harm from further violence if they remained in the unit. [Pub.L. 109-162]

#### PHA Policy

If the PHA has grounds for denying or terminating a family's assistance, the PHA will act on those grounds in accordance with the regulations and policies set forth in Chapters 3 and 12, respectively. In general, it will not deny a family permission to move for this reason; however, it retains the discretion to do so under special circumstances. Refer to sections 3-III.G and 12-II.E for VAWA provisions.

### **Restrictions on Elective Moves [24 CFR 982.314(c)]**

HUD regulations permit the PHA to prohibit any elective move by a participant family during the family's initial lease term. They also permit the PHA to prohibit more than one elective move by a participant family during any 12-month period.

#### PHA Policy

The PHA will deny a family permission to make an elective move during the family's initial lease term. This policy applies to moves within the PHA's jurisdiction or outside it under portability.

The PHA will also deny a family permission to make more than one elective move during any 12-month period. This policy applies to all assisted families residing in the PHA's jurisdiction.

The PHA will consider exceptions to these policies for the following reasons: to protect the health or safety of a family member (e.g., lead-based paint hazards, domestic violence, witness protection programs), to accommodate a change in family circumstances (e.g., new employment, school attendance in a distant area), or to address an emergency situation over which a family has no control.

Families *will not* be permitted to move outside the PHA's jurisdiction under portability procedures during the initial year of assisted occupancy.

*Families will be allowed to utilize ONE mutual recission per year. The PHA has the right to approve or deny all mutual recissions.*

In addition, the PHA will allow exceptions to these policies for purposes of reasonable accommodation of a family member who is a person with disabilities (see Chapter 2).

The *Housing Manager* may make exceptions to these restrictions if there is an emergency reason over which the participant has no control for the move.

### **12-II.E. TERMINATING THE ASSISTANCE OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING VICTIMS AND PERPETRATORS [Pub.L. 109-162, Pub.L. 109-271]**

The Violence Against Women Reauthorization Act of 2005 (VAWA) provides that "criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control shall not be a cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that domestic violence, dating violence, or stalking."

VAWA also gives PHAs the authority to "terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant."

VAWA does not limit the authority of the PHA to terminate the assistance of any participant if the PHA "can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant is not evicted or terminated from assistance."

However, situations where this might be relevant are extremely rare.

#### PHA Policy

In determining whether a participant who is a victim of domestic violence, dating violence, or stalking is an actual and imminent threat to other tenants or those employed at or providing service to a property, the PHA will consider the following, and any other relevant, factors:

Whether the threat is toward an employee or tenant other than the victim of domestic violence, dating violence, or stalking

Whether the threat is a physical danger beyond a speculative threat

Whether the threat is likely to happen within a short period of time

Whether the threat to other tenants or employees can be eliminated in some other way, such as by helping the victim relocate to a confidential location

If the tenant wishes to contest the PHA's determination that he or she is an actual and imminent threat to other tenants or employees, the tenant may do so as part of the informal hearing.

### **Victim Documentation**

#### PHA Policy

When a participant family is facing assistance termination because of the actions of a participant, household member, guest, or other person under the participant's control and a participant or immediate family member of the participant's family claims that she or he is the victim of such actions and that the actions are related to domestic violence, dating violence, or stalking, the PHA will request in writing that the individual submit documentation affirming that claim. The written request will include explicit instructions on where, when, and to whom the documentation must be submitted. It will also state the consequences for failure to submit the documentation by the deadline.

The documentation will consist of a completed and signed form HUD-50066, Certification of Domestic Violence, Dating Violence, or Stalking. In lieu of the certification form, the PHA will accept either of the following forms of documentation:

A police or court record documenting the actual or threatened abuse

Documentation signed by a person who has assisted the victim in addressing domestic violence, dating violence, or stalking, or the effects of such abuse. This person may be an employee, agent, or volunteer of a victim service provider; an attorney; or a medical or other knowledgeable professional. The person signing the documentation must attest under penalty of perjury to the person's belief that the incidents in question are bona fide incidents of abuse. The victim must also sign the documentation.

The PHA reserves the right to waive the documentation requirement if it determines that a statement or other corroborating evidence from the individual will suffice.

The individual claiming victim status must submit the requested documentation within 14 business days after receipt of the PHA's written request or must request an extension within that time frame. The PHA may, at its discretion, extend the deadline for 10 business days.

If the individual provides the requested documentation within 14 business days, or any PHA-approved extension, the PHA will reconsider its termination decision in light of the documentation.

If the individual does not provide the requested documentation within 14 business days, or any PHA-approved extension, the PHA will proceed with termination of the family's assistance in accordance with applicable law, program regulations, and the policies in this plan.

#### **Terminating the Assistance of a Domestic Violence Perpetrator**

Although VAWA provides assistance termination protection for victims of domestic violence, it does not provide protection for perpetrators. VAWA gives the PHA the explicit authority to "terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others...without terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant." This authority is not dependent on a bifurcated lease or other eviction action by an owner against an individual family member. Further, this authority supersedes any local, state, or other federal law to the contrary. However, if the PHA chooses to exercise this authority, it must follow any procedures prescribed by HUD or by applicable local, state, or federal law regarding termination of assistance [Pub.L. 109-271]. This means that the PHA must follow the same rules when terminating assistance to an individual as it would when terminating the assistance of an entire family [3/16/07 *Federal Register* notice on the applicability of VAWA to HUD programs].

#### PHA Policy

The PHA will terminate assistance to a family member if the PHA determines that the family member has committed criminal acts of physical violence against other family members or others. This action will not affect the assistance of the remaining, nonculpable family members.

In making its decision, the PHA will consider all credible evidence, including, but not limited to, a signed certification (form HUD-50066) or other documentation of abuse submitted to the PHA by the victim in accordance with this section. The PHA will also consider the factors in section 12-II.D. Upon such consideration, the PHA may, on a case-by-case basis, choose not to terminate the assistance of the culpable family member.

If the PHA does terminate the assistance of the culpable family member, it will do so in accordance with applicable law, HUD regulations, and the policies in this plan.

#### **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 data base 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.

#### PHA Policy

If disclosure is required for use in an eviction proceeding or is otherwise required by applicable law, the PHA will inform the victim before disclosure occurs so that safety risks can be identified and addressed.

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 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 \_\_\_ 5-Year and/or \_\_\_ Annual PHA Plan for the PHA fiscal year beginning 7-1-11, 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.

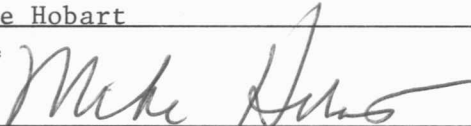
City of Sioux City Housing Authority  
PHA Name

IA 018  
PHA Number/HA Code

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

Annual PHA Plan for Fiscal Years 2011 - 2012

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
<u>Mike Hobart</u>	<u>Mayor</u>
Signature 	Date