

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011																										
1.0	PHA Information PHA Name: <u>City of Garland Housing Agency</u> PHA Code: <u>TX435</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2011</u>																											
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>0</u> Number of HCV units: <u>1525</u>																											
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																											
4.0	PHA Consortia <i>N/A</i> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																											
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update. <i>NOT APPLICABLE</i>																											
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <i>NOT APPLICABLE</i>																											
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. <i>NOT APPLICABLE</i>																											
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: <p style="text-align: center;">The following PHA Plan elements marked '<u>X</u>' have been revised since the last Annual Plan submission by the City of Garland Housing Agency. <u>N/C</u> denotes NO CHANGE and <u>N/A</u> denotes NOT APPLICABLE</p> <table style="margin-left: auto; margin-right: auto;"> <tr><td><u>N/C</u></td><td>903.7(1)Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures</td></tr> <tr><td><u>X</u></td><td>903.7(2) Financial Resources</td></tr> <tr><td><u>X</u></td><td>903.7(3) Rent Determination</td></tr> <tr><td><u>X</u></td><td>903.7(4) Operation and Management</td></tr> <tr><td><u>N/C</u></td><td>903.7(5) Grievance Procedures</td></tr> <tr><td><u>N/A</u></td><td>903.7(6) Designated Housing for Elderly and Disabled Families</td></tr> <tr><td><u>X</u></td><td>903.7(7) Community Service and Self-Sufficiency</td></tr> <tr><td><u>N/A</u></td><td>903.7(8) Safety and Crime Prevention</td></tr> <tr><td><u>N/A</u></td><td>903.7(9) Pets</td></tr> <tr><td><u>N/C</u></td><td>903.7(10) Civil Rights Certification</td></tr> <tr><td><u>X</u></td><td>903.7(11) Fiscal Year Audit</td></tr> <tr><td><u>N/A</u></td><td>903.7(12) Asset Management</td></tr> <tr><td><u>N/C</u></td><td>903.7(13) Violence Against Women Act (VAWA)</td></tr> </table>		<u>N/C</u>	903.7(1)Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures	<u>X</u>	903.7(2) Financial Resources	<u>X</u>	903.7(3) Rent Determination	<u>X</u>	903.7(4) Operation and Management	<u>N/C</u>	903.7(5) Grievance Procedures	<u>N/A</u>	903.7(6) Designated Housing for Elderly and Disabled Families	<u>X</u>	903.7(7) Community Service and Self-Sufficiency	<u>N/A</u>	903.7(8) Safety and Crime Prevention	<u>N/A</u>	903.7(9) Pets	<u>N/C</u>	903.7(10) Civil Rights Certification	<u>X</u>	903.7(11) Fiscal Year Audit	<u>N/A</u>	903.7(12) Asset Management	<u>N/C</u>	903.7(13) Violence Against Women Act (VAWA)
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6.0 (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 following are the specific locations where the public may obtain copies of the 2011 Annual Plan:

- Administrative Office – 210 Carver Drive, Suite 201B, Garland, TX 75040
- PHA Website – www.ci.garland.tx.us

6.0 PHA Plan Elements

903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures ***NO CHANGE***

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.

(1) Eligibility

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation
- Criminal or Drug-related activity, more extensively than required by law or regulation
- Domestic Violence – The PHA will attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history or criminal activity and exercise discretion in determining suitability for tenancy about the circumstances that may have contributed to the negative reporting.

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- Local law enforcement agencies
- State law enforcement agencies

The PHA shares the following information with prospective landlords:

- Criminal or drug-related activity
- Participants last known mailing address
- Current or previous landlord name and address

(2) Waiting List Organization

The City of Garland Housing Agency's waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list.

Interested persons may apply for admission to section 8 tenant-based assistance at:

- PHA main administrative office
- www.waitlistcheck.com

(3) Search Time

The PHA does give extensions on standard 60-day period to search for a unit for medical emergencies.

(4) Preferences

The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of the median area income.

The PHA does not plan to employ any preferences for admission to section 8.

(5) Special Purpose Section 8 Assistance Programs

The policies governing eligibility, selection and admissions to any special-purpose section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan
- Briefing sessions and written materials

The PHA announces the availability of any special-purpose section 8 program to the public through:

- Published notices
- Television announcement
- Post on City's website

6.0 903.7(2) Financial Resources *CHANGE*

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2011 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	11,784,408.00	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
FSS Grant	56,000.00	FSS Coordinator
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
Portability Admin. Fee	55,000.00	Operations
5. Non-federal sources (list below)		
Total resources	\$11,895,408.00	

903.7 (3) Rent Determination Policies *CHANGE*

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8 Tenant-based Assistance

(1) Payment Standards *CHANGE*

GHA has adopted a “flattened” payment standard based on the small area fair market rent.

The PHA reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families

6.0

(2) Minimum Rent

The PHA’s minimum rent is \$50.00.

The PHA has adopted the following discretionary minimum rent hardship exemption policies:

- Economic Hardship as described in the Administrative Plan

903.7(4) Operation and Management *CHANGE*

(1) PHA Management Structure

- a. A brief description of the management structure and organization of the PHA

The Housing Administrator directs the day-to day management and operation of the Housing Authority with the assistance of the following lead staff and their line staff.

Administrative Assistant

Section 8 Supervisor – assists the Housing Administrator with the day-to-day management and operation of the Section 8 Programs and supervises the following Divisions and staff:

- Housing Division HCV (FSS Representative – 5 & Van Drive Scanner Tech – 1
- Disaster Housing Assistance Program (FSS Representative)
- Walker Mobility Division (FSS Representative)
- Homeownership/FSS (FSS Representative)

Operations/Finance Manager – assists the Housing Administrator in the operation of the Agency and maintaining the Agency financially solvent, oversees all financial and procurement functions and supervises the following Divisions and staff:

- Inspection Division (Lease Inspector & Inspectors – 2)
- Fiscal Division (Fiscal Affairs Coordinator)

- b. HUD Programs Under PHA Management *CHANGE*

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	1525	150
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

6.0

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency's rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management:

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

Section 8 Management:

- Section 8 Administrative Plan

903.7(5) Grievance Procedures ***NO CHANGE***

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8 Tenant-Based Assistance

The PHA has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

903.7(6) Designated Housing for Elderly and Disabled Families

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(7) Community Service and Self-Sufficiency ***CHANGE***

A. PHA Coordination with the Welfare (TANF) Agency.

1. The PHA has not entered into a cooperative agreement with the TANF Agency, to share information and /or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937.)
2. Other coordination efforts between the PHA and TANF agency include:
 - Client referrals
 - Information sharing regarding mutual clients (for rent determinations and otherwise)

6.0

B. Services and programs offered to residents and participants by the City of Garland Housing Agency are as follows:

(1) General

a. Self-Sufficiency Policies

The PHA will employ discretionary policies to enhance the economic and social self-sufficiency of assisted families in the following areas:

- Section 8 admissions policies

b. Economic and Social self-sufficiency programs

The PHA does not coordinate, promote or provide any policies or programs for the enhancement of the economic and social self- sufficiency of assisted families.

(2) Family Self Sufficiency programs *CHANGE*

Participation Description:

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 02/28/11)
Public Housing	N/A	N/A
Section 8	75	49

C. Welfare Benefit Reductions

The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:

- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies

D. Community Service Requirement

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

6.0 903.7(8) Safety and Crime Prevention

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(9) Pets

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(10) Civil Rights Certification *NO CHANGE*

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its Section 8 assistance programs.

The PHA will not, on the grounds of race, color, creed, sex religion, age, disability, national origin or familial status:

- Deny a person or family admission to housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;
- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, resident, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office.

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for admission or assistance to the section 8 program.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA prominently displays a fair housing poster at each office where applications are taken and at each management office.

6.0

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

903.7(11) Fiscal Year Audit

The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h)).

The most recent fiscal audit was submitted to HUD and there were no findings as a result of that audit.

903.7(12) Asset Management

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(13) Violence Against Women Act (VAWA) ***NO CHANGE***

The City of Garland Housing Agency has incorporated in its PHA Plan goals and objectives, and policies and procedures the applicable provisions of the Violence Against Women and Reauthorization Act of 2005 (VAWA) to support or assist victims of domestic violence, dating violence, or stalking. Letters were sent to all residents and landlords in early 2007.

The PHA goal to provide an improved living environment is being met by the PHA by its effort to implement measures to assist victims of domestic violence in avoiding their abusers and continuing occupancy in public housing.

Towards its effort to meet the PHA goal to promote self-sufficiency and asset development of assisted households the PHA is partnering with local agencies to provide or attract supportive services to assist victims of domestic violence move out of abusive situations and begin again.

The City of Garland Housing Agency refers victims of domestic violence to the New Beginnings Women's Shelter.

In addition, the PHA has amended its policies and procedures to include language and applicable provisions of the VAWA. It is the PHA's intent to maintain compliance with all applicable requirements imposed by VAWA.

<p>6.0</p>	<p>The PHA efforts may include to:</p> <ul style="list-style-type: none"> ▪ Provide and maintain housing opportunities for victims of domestic violence, dating violence, or stalking, which includes allowing transfer of a family who is a victim of domestic violence to a different development; ▪ Create and maintain collaborative partnerships between PHA, victim service providers, law enforcement authorities, and other supportive groups to promote the safety and well-being of victims of domestic violence, dating violence, or staking (whether actual or imminent threat) who are assisted by PHA; ▪ Ensure the physical safety of victims of domestic violence, dating violence, or stalking (whether actual or imminent threat) who are assisted by PHA; maintain compliance with all applicable requirements imposed by VAWA. ▪ Take appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting families or individuals assisted by PHA. <p>The City of Garland Housing Agency’s staff has been trained on the required confidentiality issues imposed by VAWA.</p>
<p>7.0</p>	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable. NO CHANGE</i></p> <p>a. HOPE VI or Mixed Finance Modernization or Development <i>NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p> <p>b. Demolition and/or Disposition <i>NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p> <p>c. Conversion of Public Housing <i>NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p> <p>d. Homeownership</p> <p>1. <u>Public Housing</u> <i>NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p> <p>2. <u>Section 8 Tenant Based Assistance</u></p> <p>The PHA does plan to administer a homeownership program for section 8.</p> <p>Program Description:</p> <p>The PHA will not limit the number of families participating in the Section 8 homeownership option.</p> <p>The PHA has established eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.</p>

7.0	<p>a. The family has received Section 8 Rental Voucher assistance for a period of one year and is currently in good standing with the Garland Housing Agency (GHA) (i.e., no lease violations; debt repayment agreements, etc.) and all other Housing Agencies/Authorities.</p> <p>b. No member of the family has owned a home or interest in a home for a period of at least <u>five</u> years.</p> <p>c. One or more adult family members must satisfy the employment requirements of continuous employment of <u>three</u> years prior to the commencement of homeownership assistance.</p> <p>d. GHA will require homeowner compliance with all environmental requirements of local and regional authorities regarding flood and other hazard insurances.</p> <p>e. Families must earn a minimum of \$25,000 earned income.</p> <p>e. Project-based Vouchers</p> <p>Our agency is not currently operating nor intends to operate a Section 8 Project Based Voucher Program.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. <i>NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. <i>NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. <i>NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p>
8.3	<p>Capital Fund Financing Program (CFFP). <i>N/A</i> <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<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, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact”. <i>NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</i></p>
9.1	<p>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. <i>NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</i></p>

10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested. <i>NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</i></p> <p>(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: <u>Standard and Troubled PHAs complete annually</u> Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. PHA must provide the definition of “significant amendment” and “substantial deviation/modification”. (Note: <u>Standard and Troubled PHAs complete annually</u>; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)</p> <p>(c) PHA’s must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance.</p>
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<p>11.0</p>	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <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)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) <i>N/A</i></p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) <i>N/A</i></p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) <i>N/A</i></p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) <i>N/A</i></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.</p> <p style="text-align: center;">Provided as attachment tx435a01</p> <p>(g) Challenged Elements – NO CHALLENGED ELEMENTS</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) <i>N/A</i></p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) <i>N/A</i></p>
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Attachment: tx435a01
City of Garland Housing Agency
Resident Advisory Board Consultation Process and Comments – FYB 2011

1. Resident notification of appointment to the Advisory Board

At beginning of PHA Plan process, sent out letter to all residents/participants of opportunity to serve on Resident Advisory Board
May 19, 2011

2. Resident Advisory Board Selection

Selection made from resident/participant response - **We invited all FSS Participants**

3. Meeting Organization

Schedule date to meet with Resident Advisory Board for input to PHA Plan
June 2, 2011

Notify Resident Advisory Board of scheduled meeting

Hold Resident Advisory Board meeting - **June 2, 2011**

4. Notification of Public Hearing

Schedule date for Public Hearing and place ad - **April 1, 2011**

Notify Resident Advisory Board - **All citizens notified April 1, 2011 – notices placed in lobby and library**

Hold Public Hearing meeting - **May 24, 2011**

5. Documentation of resident recommendations and PHA's response to recommendations

COMMENT: Families that were on zero income and now receiving earned income should be given a year to become financially stable before the rent increases.

PHA RESPONSE: The Garland Housing Agency addressed the recommendation by first informing the family of the regulations that are required by the family and PHA when reporting earned income. Family must report all income received 30 days from the start date of employment and by the 15th day of the next month in order for the PHA to receive verifications from the source of the earned income and put the change in effect the next following month. The PHA will allow 30 days for the family to become financially stable before the rent increase change is made effective. Regulations will have to be changed by HUD before the recommendation can be incorporated in the operations of the program.

COMMENT: All families should be given energy assistance to assist with electricity bills. Families stated that they could not afford to pay rent and the high cost of their electricity bill.

PHA RESPONSE: The Garland Housing Agency informed the family that regulations would have to be changed by HUD in order to change the requirement by the PHA the families that have enough monies to pay rent and utilities will not receive energy assistance. Only the extremely low income families will receive energy assistance.