

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
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1.0	PHA Information PHA Name: <u>Waynesboro Redevelopment and Housing Authority</u> PHA Code: <u>VA022</u> PHA Type: <input checked="" 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>01/2011</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>188</u> Number of HCV units: <u>481</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 <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
					PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	<p>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:</p> <p>Mission Statement It shall be the mission of the Waynesboro Redevelopment and Housing Authority:</p> <ul style="list-style-type: none"> • to provide and preserve quality affordable housing for the low-income citizens of our community; and • to promote and provide affordable workforce housing for our community's civic and service workers, including teachers, firefighters, police officers, and retail clerks. • to form alliances and partnerships with public and private sector groups to promote and encourage the concept of economic self-sufficiency for those served by assisted housing programs; and • to revitalize neighborhoods; and • to be a catalyst for economic development projects; and • to maintain the fiscal integrity of the agency. 				

5.2	<p>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.</p> <p>Goals and Objectives</p> <p>Goal 1: Increase the availability of decent, safe and affordable housing.</p> <ul style="list-style-type: none"> • Leverage private and/or public funds to develop additional rental units, resources • may include low income housing tax credits, new market tax credits, historic tax credits, etc. • Apply for funding through VHDA’s SPARC Program to develop additional rental units. • Acquire assisted housing developments in the City of Waynesboro (Parkway Village), if feasible. • Continue construction of single family homes for purchase by Low to Moderate Income Families. <p>Goal 2: Improve the quality of assisted housing.</p> <ul style="list-style-type: none"> • Maintain status of High Performing PHA for the Public Hosing Program. • Maintain status of High Performing PHA for the Housing Choice Voucher Program. • Continue renovations and modernization of public housing units. <p>Goal 3 Increase assisted housing choices.</p> <ul style="list-style-type: none"> • Conduct outreach efforts to potential landlords for participation in the Housing Choice Voucher Program. • Increase Payment Standards for the Housing Choice Voucher Program if financially feasible. • Continue administration of the Housing Choice Voucher Homeownership Program. • Continue administration of the Waynesboro Redevelopment and Housing Authority’s Homeownership Program for Low to Moderate Income Individuals and Families. • Seek funding for construction of additional permanent housing units for the homeless through the U.S. Department of Housing and Urban Development’s Continuum of Care Program. <p>Goal 4 Improve community quality of life and economic vitality.</p> <ul style="list-style-type: none"> • Continue designation of Public Housing Project VA36PO22005, Springdale for occupancy by the elderly and/or disabled only. • Continue employment of unarmed security officers. • Continue Deconcentration Plan for the Public Housing Program. <p>Goal 5 Promote self-sufficiency and asset development of families and individuals.</p> <ul style="list-style-type: none"> • Increase the number and percentage of employed persons in assisted families. • Provide or attract supportive services to improve assistance recipients’ employability. • Provide or attract supportive services to increase independence for the elderly or families with disabilities. <p>Goal 6 Ensure Equal Opportunity in Housing for all Americans.</p> <ul style="list-style-type: none"> • Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability; • Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability; • Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.
6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: NONE</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>The Waynesboro Redevelopment and Housing Authority’s 5-Year and Annual PHA Plan is available at the Authority’s Administrative Offices, 1700 New Hope Road, Waynesboro, Virginia 22980. The 5-Year and Annual PHA Plan will also be available on the Authority’s website, WRHA.org, in FY 2011.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>Homeownership Program – the Waynesboro Redevelopment and Housing Authority shall continue its Homeownership Program for Low to Moderate Income Families. Funding for such program shall be obtained through the Virginia Housing Development Authority’s SPARC Program. The SPARC Program funding, which provides below market rate permanent mortgage financing for low income to moderate income families, shall be leveraged with BB and T as a means to obtain construction financing for the development of single family homes to be sold through such program.</p> <p>Project-based Vouchers – the Waynesboro Redevelopment and Housing Authority will seek to project-base five (5) housing choice vouchers from its portfolio to assist housing designated for the disabled. Such designation will offer additional housing alternatives for the disabled.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>

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.

Housing Needs of Families on the PHA’s Public Housing Waiting List

	<u># of families</u>	<u>% of total families</u>	<u>Annual Turnover</u>
Waiting list total	108		33
Extremely low income	79	73	
Very low income	29	27	
Families with children	51	47	
Elderly families	20	19	
Families with Disabilities	23	21	
White Race / ethnicity	82	76	
Black Race / ethnicity	26	24	
Hispanic Race / ethnicity	2	2	
Characteristics by Size			
1 bedroom	49	45	10
2 bedroom	48	44	18
3 bedroom	10	9	4
4 bedroom	1	1	1

Housing Needs of Families on the PHA’s Section 8 tenant-based assistance Waiting List

	<u># of families</u>	<u>% of total families</u>	<u>Annual Turnover</u>
Waiting list total	258		92
Extremely low income	183	71	
Very low income	75	29	
Families with children	141	55	
Elderly families	20	8	
Families with Disabilities	58	22	
White Race / ethnicity	179	69	
Black Race / ethnicity	77	30	
Hispanic Race / ethnicity	4	2	

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.**

In order to address the housing needs of families in the City of Waynesboro and on the Waynesboro Redevelopment and Housing Authority’s waiting list for assisted housing, the Authority shall:

- leverage private and/or public funds to develop additional affordable housing units utilizing such resources as the low income housing tax credit program, new markets tax credit program and historic tax credit program.
- apply for funding through the Virginia Housing Development Authority’s SPARC Multifamily Program to develop six (6) duplex units through the city.
- continue administration of the Homeownership Program for low to moderate income families
- increase outreach to private property managers to encourage participation in the Housing Choice Voucher Program.
- Seeking funding through the U.S. Department of Housing and Urban Development’s Continuum of Care Program to develop additional permanent housing for homeless, disabled individuals.

10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(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.</p> <ul style="list-style-type: none"> • The Waynesboro Redevelopment and Housing Authority maintained its status as a High Performing PHA through the Public Housing Assessment System (PHAS). • The Waynesboro Redevelopment and Housing Authority maintained its status as a High Performing PHA through the Section 8 Housing Choice Voucher Program (SEMAP). • The Waynesboro Redevelopment and Housing Authority responded to 100% of all emergency requests within 24 hours and to routine maintenance requests within 1.20 days in FY 2009. • The Waynesboro Redevelopment and Housing Authority maintained occupancy at its Public Housing developments at 100% and utilized 100% of the funding received through the Housing Voucher Program for Housing Assistance Payments in FY 2009. • The Waynesboro Redevelopment and Housing Authority successfully transitioned to asset management and its Stop Loss Application was approved. • The Waynesboro Redevelopment and Housing Authority received funding to employ staff for its Family Self-Sufficiency Program to encourage and promote asset development and financial independence for residents and participants of assisted housing programs. <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>In accordance with 24CFR903.21, any significant amendment or substantial deviation/modification proposed by the Waynesboro Redevelopment and Housing Authority to its Annual PHA Plan shall be subject to certification and public comment as well as approved by the Waynesboro Resident Organization and the Waynesboro Redevelopment and Housing Authority’s Board of Commissioners. The Waynesboro Redevelopment and Housing Authority shall define a significant amendment or substantial deviation/modification to the Annual PHA Plan as:</p> <ol style="list-style-type: none"> 1. Revisions to rent or admissions policies or the organization of the waiting list for the public housing program. 2. The addition of non-emergency work items to the Capital Fund Program (such items not included in the 5 Year Plan and Annual PHA Plan). 3. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.
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11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <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)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</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>(g) 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)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

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

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

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

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

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

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

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

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

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

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

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

Capital Fund Program—Five-Year Action Plan

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**

Part I: Summary						
PHA Name/Number		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2011</u> .	Work Statement for Year 2 FFY <u>2012</u> .	Work Statement for Year 3 FFY <u>2013</u> .	Work Statement for Year 4 FFY <u>2014</u> .	Work Statement for Year 5 FFY <u>2015</u> .
B.	Physical Improvements Subtotal	Annual Statement	169,400.00	154,000.00	148,000.00	156,000.00
C.	Management Improvements		27,000.00	28,000.00	23,000.00	25,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		13,600.00	18,000.00	21,000.00	30,000.00
F.	Other			10,000.00	18,000.00	10,000.00
G.	Operations		115,000.00	115,000.00	115,000.00	104,000.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		325,000.00	325,000.00	325,000.00	325,000.00

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary (Continuation)						
PHA Name/Number		Locality (City/county & State)			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2011</u> .	Work Statement for Year 2 FFY <u>2012</u> .	Work Statement for Year 3 FFY <u>2013</u> .	Work Statement for Year 4 FFY <u>2014</u> .	Work Statement for Year 5 FFY <u>2015</u> .
		Annual Statement				
	PHA-Wide		155,600.00	171,000.00	177,000.00	169,000.00
	VA22-2					90,000.00
	VA22-4				148,000.00	66,000.00
	VA22-5		169,400.00	154,000.00		
	VA22-8					

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY <u>2010</u> .	Work Statement for Year <u>2</u> FFY <u>2012</u> .			Work Statement for Year: <u>3</u> FFY <u>2013</u> .		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	VA22-5	77 units	169,400.00	VA22-5	77 units	154,000.00
Annual Statement	Upgrade Kitchens			Upgrade Bathrooms		
	Subtotal of Estimated Cost		\$ 169,400.00	Subtotal of Estimated Cost		\$ 154,000.00

va22-11

FY 2012		
1406	Operations	\$115,000.00
1408	Management Improvements	\$27,000.00
1410	Administration	\$13,600.00
1460	Dwelling Structures	
VA22-5	Upgrade kitchens - (cabinets, countertops, disposal, range hoods; 77 units @ \$2,200.00 each)	\$169,400.00
TOTAL		\$325,000.00
FY 2013		
1406	Operations	\$115,000.00
1408	Management Improvements	\$28,000.00
1410	Administration	\$18,000.00
1430	Fees and Costs	\$10,000.00
1460	Dwelling Structures	
VA22-5	Upgrade bathrooms - (vanity, sinks, medicine cabinets, toilets, shower slide bars, GFI; 77 units @ \$2,000.00 each)	\$154,000.00
TOTAL		\$325,000.00
FY 2014		
1406	Operations	\$115,000.00
1408	Management Improvements	\$23,000.00
1410	Administration	\$21,000.00
1430	Fees and Costs	\$18,000.00
1450	Site Improvements	
VA22-4		\$100,000.00
1460	Dwelling Structures	
VA22-4	Upgrade bathrooms - (vanity, sinks, medicine cabinets, toilets; 32 units @ \$1,500.00 each)	\$48,000.00
TOTAL		\$325,000.00
FY 2015		
1406	Operations	\$104,000.00
1408	Management Improvements	\$25,000.00
1410	Administration	\$30,000.00
1430	Fees and Costs	\$10,000.00
1460	Dwelling Structures	
VA22-2	Replace Polaris Hot Water Heaters	\$40,000.00
VA22-4	Replace Polaris Hot Water Heaters	\$25,000.00
VA22-2	Replace / Upgrade Playground Equipment and Matting	\$50,000.00
VA22-4	Replace / Upgrade Playground Equipment and Matting	\$41,000.00
TOTAL		\$325,000.00

Violence Against Women Act (VAWA) Policy

Title VI of the VAWA adds a new housing provision that establishes several categories of protected individuals. Under the law of victims of domestic violence, dating violence, sexual assault, and stalking are granted protections and cannot be denied or terminated from housing or housing assistance because of activity that is directly related to domestic violence. 2005 VAWA Pub. L 109-162; Stat. 2960 signed into law on January 5, 2006 and codified at 42 U.S.C. §1437d(l) and 1435f(d), (0) & 1 and (u).

1.0 Purpose

The purpose of this Policy is to reduce domestic violence, dating violence, and stalking and to prevent homelessness by:

- a) protecting the safety of victims;
- b) creating long-term housing solutions for victims;
- c) building collaborations among victim service providers; and
- d) assisting WRHA to respond appropriately to the violence while maintaining a safe environment for WRHA, employees, tenants, applicant, Section 8 participants, program participants and others.

The policy will assist the Waynesboro Redevelopment and Housing Authority (WRHA) in providing rights under the Violence Against Women Act to its applicants, public housing residents, Section 8 participants and other program participants.

The policy is incorporated into WRHA's "Admission and Continued Occupancy Policy" and "Section 8 Administrative Plan" and applies to all WRHA housing programs.

2.0 Definitions

The definitions in this Section apply only to this policy.

2.1 Confidentiality: Means the WRHA will not enter information provided to WRHA by a victim alleging domestic violence into a shared database or provide this information to any related entity except as stated in 3.4.

2.2 Dating Violence: Violence committed by a person (a) who is or has been in social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; (iii) the frequency of interaction between the persons involved in the relationship. 42 U.S.C. §1437d (u)(3)(A), §13925.

2.3 Domestic Violence: Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, committed by a person with whom the victim shares a child in common, committed by a person who is cohabitating with or has cohabitated with the victim as a spouse, committed by a person similarly situated to a spouse of the victim under the domestic or family violence laws of Virginia, or committed 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 Virginia. 42 U.S.C. §1437d (u)(3)(B), §13925.

- 2.4 Immediate Family Member:** A spouse, parent, brother or sister, or child of a victim or an individual to whom the victim stands *in loco parentis*; or any other person living in the household of the victim and related to the victim by blood or marriage. 42 U.S.C. §1437d (u)(3)(D), §13925.
- 2.5 Perpetrator:** A person who commits an act of domestic violence, dating domestic violence or stalking against a victim.
- 2.6 Stalking:** (a) to follow, pursue or repeatedly commit acts with the intent to kill, injure, harass or intimidate the victim; (b) to place under surveillance with the intent to kill, injure, harass or intimidate the victim; (c) in the course of, or as a result of such following, pursuit, surveillance, or repeatedly committed acts, to place the victim in reasonable fear of the death of, or serious bodily injury to the victim; or (d) to cause substantial emotional harm to the victim, a member of the immediate family of the victim or the spouse or intimate partner of the victim. 42 U.S.C. §1437d (u)(3)(C), §13925.
- 2.7 Bona Fide Claim:** A *bonafide* claim of domestic violence, dating violence or stalking must include incidents that meet the terms and conditions in the above definitions.
- 2.8 Victim:** Is as person who is the victim of domestic violence, dating violence, or stalking under this Policy and who has timely and completely completed the certification under 3.2 and 3.3 as requested by WRHA.
- 3.0 Certification and Confidentiality**
- 3.1 Failure to Provide Certification Under 3.2 and 3.3**
The person claiming protection under VAWA shall provide complete and accurate certifications to WRHA, owner or manager within fourteen (14) business days after the party requests in writing that the person completes the certifications. If the person does not provide a complete and accurate certification within fourteen (14) business days, WRHA, owner or manager may take action to deny or terminate participation or tenancy. 42 U.S.C. §14371 (5) & (6); 42 U.S.C. §1437F (c)(9); 42 U.S.C. §1437f (d)(l)(B)(ii) & (iii); 42 U.S.C. §1437f (o)(7)(C) & (D); or 42 U.S.C. §1437f (o)(20) or for other good cause.
- 3.2 HUD Approved Certification**
For each incident that a person is claiming as abuse, the person shall certify to WRHA, owner or manager their victim status by completing a HUD approved certification form. The person shall certify the date, time and description of the incidents, that the incidents are *bonafide* incidents of actual or threatened abuses and meet the requirements of VAWA and this Policy. The person shall provide information to identify the perpetrator including but not limited to the name and, if known, all alias names, date of birth, address, contact information such as postal, email or internet address, telephone or facsimile number or other identification.
- 3.3 Confirmation of Certification**
A person who is claiming victim status shall provide to WRHA, an owner or manager: (a) documentation signed by the victim and an employee, agent or volunteer of a victim service provider, an attorney, or a medical professional from who the victim has sought assistance in addressing domestic violence, dating violence, or stalking or the effect of the abuser, in which the professional attests under penalty of perjury (28 U.S.C. §1746)

the professional's belief that the incidents(s) in question are *bonafide* incidents of abuse; or (b) a federal, state, tribal, territorial, local police or court record.

3.4 Confidentiality

WRHA, the owner and managers shall keep all information provided to WRHA under this Section confidential. WRHA, owner and manager shall not enter the information into a shared database or provide to any related entity except to the extent that:

- a) the victim request or consents to the disclosure in writing;
- b) the disclosure is required for:
 - i. eviction from public housing under 42 U.S.C. §1437l (5) & (6) (See Section 4 in this Policy)
 - ii. termination of Section 8 assistance under 42 U.S.C. §1437f (c)(9); 42 U.S.C. §1437f (d)(l)(B)(ii) & (iii); 42 U.S.C. §1437f (o)(7)(C) & (D); or 42 U.S.C. §1437f (o)(20) (See Section 4 in this Policy); or (c) the disclosure is required by applicable law,

4.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy

4.1 WRHA shall not deny participation or admission to a program on the basis of a person's abuse status, if the person otherwise qualifies for admission of assistance.

4.2 An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be a serious or repeated violation of this lease by the victim and shall not be good cause for denying to a victim admission to a program, terminating Section 8 assistance or occupancy rights, or evicting a tenant.

4.3 Criminal activity directly related 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 cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim of that domestic violence, dating violence or stalking.

4.4 Notwithstanding Sections 4.1, 4.2 and 4.3 WRHA, owner or manager may bifurcate a lease to evict, remove or 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 the violence who is also a tenant or lawful occupant. 42 U.S.C. §1437d (l)(6)(B).

4.5 Nothing in Sections 4.1, 4.2 and 4.3 shall limit the authority of WRHA, an owner or manager, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members when the family breaks up.

4.6 Nothing in Section 4.1, 4.2 and 4.3 limits WRHA, an owner or manager's authority to evict or terminate assistance, or deny admission to a program is the WRHA, owner or manager's authority to evict or terminate assistance to any tenant for any violation of lease not premised on the act or acts of violence against the tenant or a member of the tenant's household. However, WRHA, owner or manager may not hold a victim to a more demanding standard.

4.7 Nothing in Section 4.1, 4.2 and 4.3 limits WRHA, an owner or manager's authority to evict or terminate assistance, or deny admission to a program if the WRHA, owner or manager can show an actual and imminent threat to other tenants, neighbors, guests, their employees, persons providing service to the property or others if the tenant family is not evicted or terminated from assistance or denied admission.

4.8 Nothing in Section 4.1, 4.2 and 4.3 limits WRHA, an owner or manager's authority to deny admission, terminate assistance or evict a person who engaged in criminal acts including but not limited to acts of physical violence or stalking against family members or others.

4.9 A section 8 recipient who moves out of an assisted dwelling unit to protect their health or safety and who: (a) is a victim under this Policy; (b) reasonably believes he or she was imminently threatened by harm from further violence if he or she remains in the unit; and (c) has complied with a other obligations of the Section 8 program may receive a voucher and move to another Section 8 jurisdiction.

5.0 Actions Against a Perpetrator

The WRHA may evict, terminate assistance, deny admission to a program or trespass a perpetrator from its property under this Policy. The victim shall take action to control or prevent the domestic violence, dating violence or stalking. The action may include but is not limited to: (a) obtaining and enforcing a restraining or no contact order or order for protection against the perpetrator; (b) obtaining and enforcing a trespass against the perpetrator; (c) enforcing WRHA or law enforcement's trespass of the perpetrator; (d) preventing the delivery of the perpetrator's mail to the victim's unit; (e) providing identifying information listed in 3.2; and (f) other reasonable measures.

6.0 WRHA Right to Terminate Housing and Housing Assistance Under this Policy

6.1 Nothing in the Policy will restrict the WRHA, owner or manager's right to terminate tenancy for lease violations by a resident who claims VAWA as a defense if it is determined by the WRHA, owner or manager that such a claim is false.

6.2 Nothing in this Policy will restrict the WRHA, right to terminate tenancy if the victim tenant (a) allows a perpetrator to violate a court order relating to the act or acts of violence; or (b) if the victim tenant allows a perpetrator who has been barred from WRHA property to come onto WRHA property including but not limited to the victim's unit or any other area under their control; or (c) if the victim tenant fails to cooperate with an established safety strategy as designed by a local victim support service provider (see 7.2).

6.3 Nothing in the Policy will restrict the WRHA right to terminate housing and housing assistance is the victim tenant who claims as a defense to an eviction or termination action relating to domestic violence has engaged in fraud and abuse against a federal housing program; especially where such fraud and abuse can be shown to have existed before the claim of domestic violence was made. Such fraud and abuse includes but is not limited to unreported income and ongoing boarders and ledgers violations, or damage to property.

7.0 Statements of Responsibilities of Tenant Victim, the WRHA to the Victim, and to the Larger Community

- 7.1** A tenant victim has no less duty and responsibility under the lease to meet and comply with the terms of the lease than any other tenant not making such a claim. Ultimately all tenants must be able to take personal responsibility for themselves and exercise control over their households in order to continue their housing and housing assistance. The WRHA will continue to issue lease violation notices to all residents who violate the lease including those who claim a defense of domestic violence.
- 7.2** WRHA recognizes the pathologic dynamic and cycle of domestic violence and a victim of domestic violence will be referred to local victim support service providers to help victims break the cycle of domestic violence through counseling, referral and development of a safety strategy.
- 7.3** A tenant victim must take personal responsibility for exercising control over their household by accepting assistance and complying with the safety strategy or plan to best of victim's ability and reason under the circumstances. Failure to do this may be seen as other good cause.
- 7.4** All damages including lock changes will be the responsibility of the tenant victim. This is in keeping with other agency policies governing tenant caused damages.
- 8.0 Notice to Applicants, Participants, Tenants, and Section 8 Managers and Owners**
WRHA shall provide notice to applicants, participants, tenants, manager and owners to their rights and obligations under Section 3.4 confidentiality and Section 4.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy.
- 8.1** If the WRHA, owner or manager knows that an applicant to or participant in a WRHA housing program is the victim of dating violence, domestic violence or stalking, the WRHA, owner or manager shall inform that person of this Policy and the person's rights under it.
- 9.0 Reporting Requirements**
WRHA shall include in its 5-year plan a statement of goals, objectives, policies or program that will serve the needs of victims. WRHA shall also include a description of activities, services or programs provided or offered either directly or in partnership with other service providers to victims, to help victims obtain or maintain housing or to prevent the abuse or to enhance the safety of victims.
- 10.0 Conflict and Scope**
This Policy does not enlarge WRHA's duty under any law, regulation or ordinance. If this Policy conflicts with the applicable law, regulation or ordinance, the law, regulation or ordinance shall control. If this Policy conflicts with another WRHA policy such as its Statement of Policies or Section 8 Administration Plan, this Policy will control.
- 11.0 Amendment**
The Executive Director may amend this policy when it is reasonably necessary to effectuate the Policy's intent, purpose or interpretation. The proposed amendment along with the rationale for the amendment shall be submitted to the Executive Director for consideration. Where reasonably necessary, the Executive Director may approve the amendment. The Amendment shall be effective and incorporated on the date that the Executive Director signs the amendment.