

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 type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2012</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>NO REVISION</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>NO REVISION</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>NO REVISION</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>R</u>' have been revised since the last Annual Plan submission by the City of Garland Housing Agency. <u>N/R</u> denotes NO REVISION and <u>N/A</u> denotes NOT APPLICABLE</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>N/R</u></td> <td>903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures</td> </tr> <tr> <td style="text-align: center;"><u>R</u></td> <td>903.7(2) Financial Resources</td> </tr> <tr> <td style="text-align: center;"><u>R</u></td> <td>903.7(3) Rent Determination</td> </tr> <tr> <td style="text-align: center;"><u>R</u></td> <td>903.7(4) Operation and Management</td> </tr> <tr> <td style="text-align: center;"><u>N/R</u></td> <td>903.7(5) Grievance Procedures</td> </tr> <tr> <td style="text-align: center;"><u>N/A</u></td> <td>903.7(6) Designated Housing for Elderly and Disabled Families</td> </tr> <tr> <td style="text-align: center;"><u>R</u></td> <td>903.7(7) Community Service and Self-Sufficiency</td> </tr> <tr> <td style="text-align: center;"><u>N/A</u></td> <td>903.7(8) Safety and Crime Prevention</td> </tr> <tr> <td style="text-align: center;"><u>N/A</u></td> <td>903.7(9) Pets</td> </tr> <tr> <td style="text-align: center;"><u>N/R</u></td> <td>903.7(10) Civil Rights Certification</td> </tr> <tr> <td style="text-align: center;"><u>R</u></td> <td>903.7(11) Fiscal Year Audit</td> </tr> <tr> <td style="text-align: center;"><u>N/A</u></td> <td>903.7(12) Asset Management</td> </tr> <tr> <td style="text-align: center;"><u>N/R</u></td> <td>903.7(13) Violence Against Women Act (VAWA)</td> </tr> </table>		<u>N/R</u>	903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures	<u>R</u>	903.7(2) Financial Resources	<u>R</u>	903.7(3) Rent Determination	<u>R</u>	903.7(4) Operation and Management	<u>N/R</u>	903.7(5) Grievance Procedures	<u>N/A</u>	903.7(6) Designated Housing for Elderly and Disabled Families	<u>R</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/R</u>	903.7(10) Civil Rights Certification	<u>R</u>	903.7(11) Fiscal Year Audit	<u>N/A</u>	903.7(12) Asset Management	<u>N/R</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
- City Website – www.garlandtx.gov

6.0 PHA Plan Elements

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

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

6.0

(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 *REVISIONS*

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	10,440,286.00	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
FSS	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. Fees	55,000.00	Operations
5. Non-federal sources (list below)		
Total resources	\$10,551,286.00	

903.7 (3) Rent Determination Policies *REVISIONS*

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8 Tenant-based Assistance

(1) Payment Standards *REVISION*

The PHA's payment standard is:

- Above 100% but at or below 110% of FMR

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 **REVISIONS**

(1) PHA Management Structure **REVISION**

a. An organization chart showing the PHA's management structure and organization is **provided in attachment tx435b01**.

b. HUD Programs Under PHA Management **REVISION**

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	1525	170
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

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

6.0 903.7(5) Grievance Procedures ***NO REVISION***

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 ***REVISIONS***

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)

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

6.0

b. Economic and Social self-sufficiency programs **REVISIONS**

The PHA coordinates, promotes or provides the following policies or programs for the enhancement of the economic and social self-sufficiency of assisted families.

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/ specific criteria/other)	Access (development office/PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
First Baptist Church Garland-Mentoring Program	25	Specific Criteria	Development Office	Section 8
YWCA Financial Empowerment	15	Specific Criteria	PHA Office	Section 8
YWCA Family Self-Sufficiency Calculator	10	Specific Criteria	Development Office	Section 8
Urban League of Greater Dallas GED	5	Specific Criteria	Development Office	Section 8
Henley Credit Law Credit Repair Classes	20	Specific Criteria	PHA Office	Section 8
Garland Fair Housing Agency Tenant Rights	20	Specific Criteria	PHA Office	Section 8
Richland College Workforce Training	5	Specific Criteria	Development Office	Section 8

(2) Family Self Sufficiency programs **REVISIONS**

Participation Description:

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 02/28/12)
Public Housing	N/A	N/A
Section 8	75	51

6.0

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

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 REVISION***

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.

6.0

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.

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 *REVISION*

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 REVISION*

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.

<p>6.0</p>	<p>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.</p> <p>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.</p> <p>The City of Garland Housing Agency refers victims of domestic violence to the New Beginnings Women’s Shelter.</p> <p>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> <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.</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>

7.0	<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> <ol style="list-style-type: none"> 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. 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. c. One or more adult family members must satisfy the employment requirements of continuous employment of <u>two</u> years prior to the commencement of homeownership assistance. d. GHA will require homeowner compliance with all environmental requirements of local and regional authorities regarding flood and other hazard insurances. e. Families must earn a minimum of \$20,000 earned income. <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 Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, 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.
NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

8.3 Capital Fund Financing Program (CFFP). *N/A*
 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.

9.0 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”.

The following are some of the housing needs that were identified in the draft Consolidated Plan that the City is currently working on:

- Provide a variety of housing opportunities for those who are homeless or at-risk of becoming homeless
- Provide outreach and education opportunities to Family Self-Sufficiency participants on the process of financing, buying and owning a home.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5	3	1	1	1		
Income >30% but <=50% of AMI	4	3	1	1	1		
Income >50% but <80% of AMI	3	2	1	1	1		
Elderly	5	3	2	1	2		
Families with Disabilities	3	3	2	1	3		
White	4	3	1	1	1		
Black/African American	4	3	1	1	1		
Hispanic	4	3	1	1	1		
Native American	4	3	1	1	1		

9.0

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	16315		150
Extremely low income <=30% AMI	11443	70%	
Very low income (>30% but <=50% AMI)	4872	.0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	0	0%	
Elderly families	1639	10%	
Families with Disabilities	2425	15%	
White	858	5%	
Black/African American	14065	86%	
American Indian/Alaska Native	26	.16%	
Asian	293	2%	
Native Hawaiian/Other Pacific Islander	13	.08%	
Hispanic	0	0%	
No Race/Unknown	1060	6%	

Characteristics by Bedroom Size (Public Housing Only)

1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? **August 2009**

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

No Yes

9.1 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. REVISIONS**

Strategies

Need: Shortage of affordable housing for all eligible populations REVISION

PHA shall maximize the number of affordable units available to the PHA within its current resources by:

- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Participate in the Consolidate Plan development process to ensure coordination with broader community strategies
- Increase occupancy standards

PHA shall increase the number of affordable housing units by:

- Apply for additional section 8 units should they become available

Need: Specific Family Types: Families at or below 30% of median N/A

Need: Specific Family Types: Families at or below 50% of median N/A

Need: Specific Family Types: The Elderly REVISION

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

Need: Specific Family Types: Families with Disabilities REVISION

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

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs REVISION

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

PHA shall conduct activities to affirmatively further fair housing by: **REVISION**

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations

9.1	<p>Reason for Selecting Strategies: <i>REVISION</i></p> <ul style="list-style-type: none"> ▪ Funding constraints ▪ Staffing constraints
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. 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>PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING</p> <p>The PHA established the following objectives to strive in meeting goal #1:</p> <ul style="list-style-type: none"> ▪ Apply for additional rental vouchers: As NOFA's are published <p><u>Progress Statement:</u> GHA has not applied for any additional vouchers since none have been offered. However, GHA did request vouchers for the DHAP Ike families that were eligible for the DHAP Ike to HCV conversion.</p> <p>PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING</p> <p>The PHA established the following objectives to strive in meeting goal #2:</p> <ul style="list-style-type: none"> ▪ Improve voucher management: Maintain SEMAP passing score % ▪ Increase customer satisfaction: on-going ▪ Concentrate on efforts to improve specific management functions: (e.g., public housing finance; voucher unit inspections): On-going training to staff and commissioners on rules and regulations <p><u>Progress Statement:</u> GHA increased customer satisfaction by providing Customer Service Training and Cultural Awareness Training to the staff. At the current time, GHA is ranked as Standard, but efforts are in place to increase our lease up rate so that we can return to a "High Performing Agency." Management continues to review policies to ensure improvement in all aspects of administration of the Housing Choice Voucher Program. Staff is also given the opportunity to attend housing related training sessions and/or conferences to improve their performance.</p> <p>PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES</p> <p>The PHA established the following objectives to strive in meeting goal #3:</p> <ul style="list-style-type: none"> ▪ Provide voucher mobility counseling: At each briefing for new program participants and with each unit transfer for current participants.

10.0

- Conduct outreach efforts to potential voucher landlords: On-going, PHA conducts landlord orientations per year.
- Increase voucher payment standards: Annually and as needed
- Implement voucher homeownership program: Assists residents with homeownership through CDBG/HOME Program.

Progress Statement: GHA continues to provide voucher mobility counseling at each briefing for new program participants. GHA continues to recruit potential landlords by hosting monthly orientations for anyone interested in learning more about the program and requirements for participation. The agency also utilizes www.gosection8.com for landlords to list properties and for the participants to identify units that landlords are willing to accept the Housing Choice Voucher Program. At the current time, GHA is required to utilize the Small Area Fair Market rents and due to the large number of zip codes that our jurisdiction covers and to reduce the number of payment standards, the standards range from 90% - 100% of the current fair market rents. GHA currently has a voucher homeownership program and continues to recruit families to participate. Due to the economic climate, it has been more difficult for families to qualify for a mortgage; however, staff is working with the families to improve their credit scores by offering budget and credit counseling. In addition, the City of Garland offers incentives for families wanting to purchase homes in Garland.

PHA GOAL #4: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS

The PHA established the following objectives to strive in meeting goal #4:

- Increase the number and percentage of employed persons in assisted families: By 10% annually
- Provide or attract supportive services to improve assistance recipients' employability: On-going, remedial training programs, GED classes, English as a 2nd language classes, after-school child care.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities
- Partnership with local agencies to provide or attract supportive services to assist victims of domestic violence move out of abusive situations and begin again.

Progress Statement: GHA continues to refer participants to supportive services in the community to improve their employability. Several agencies provide free GED classes and one even provides child care while the adult attends the classes. GHA has partnered with YWCA to provide budgeting and money management classes to our participants. Families are referred to job fairs and job opportunities and are encouraged to obtain a job to become more self-sufficient. Many are encouraged to obtain additional skills and participate in the Family Self-Sufficiency Program. GHA has offered FSS orientation to interested families. GHA continues to partner with community agencies to assist families in locating necessary resources.

10.0

PHA GOAL #5: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING

The PHA established the following objectives to strive in meeting goal #5:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability: On-going
- 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: On-going
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: On-going

Progress Statement: GHA continues to undertake affirmative measures to ensure access to assisted housing and provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status and disability and ensure accessible housing to persons with disabilities. The City of Garland Fair Housing office provides information to new participants at each briefing and at various events that are sponsored by the Housing Agency. The Fair Housing office also provides classes on the “Rights and Responsibilities of Tenants” to inform the participants of their rights and what recourse they have if they feel that they have been discriminated against.

(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.**)

Substantial Deviations from the 5-Year Plan

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole; and
- 50% or more decrease in the quantifiable measurement of any individual goal or objective.

Significant Amendments or Modification to the Annual Plan

- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement;
- Any change in policy or operation that is inconsistent with the applicable Consolidated Plan.

(c) PHA’s must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. *N/A*

11.0 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.

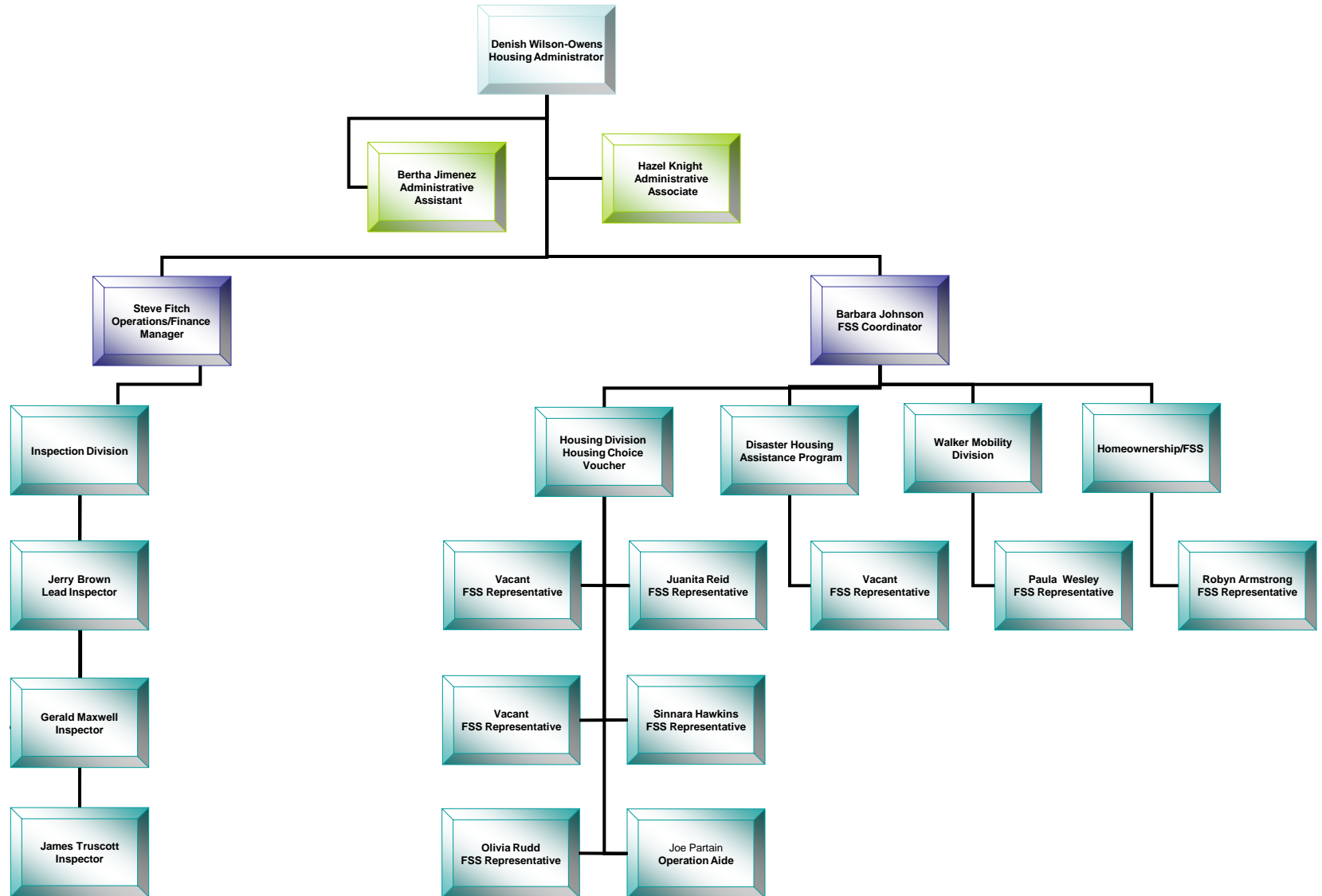
Certifications provided as attachment tx435c01

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) *N/A*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) *N/A*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) *N/A*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) *N/A*
- (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.

Provided as attachment tx435a01

- (g) Challenged Elements - NO CHALLENGED ELEMENTS
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) *N/A*
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) *N/A*

Garland Housing Agency Organizational Chart 2012



Attachment: tx435c01
City of Garland Housing Agency
Certifications for FYB 2012 Annual PHA Plan

**Form HUD-50077: PHA Certifications of Compliance with PHA Plans
and Related Regulations**

Form HUD-50077-CR: Civil Rights Certification

**Form HUD-50077-SL: Certification by State or Local Office of PHA
Consistency with the Consolidated Plan**

**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 _____, 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.

Garland Housing Agency
PHA Name

TX 435
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2012 - 2013

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>Denish Wilson-Owens</u>	<u>Housing Administrator</u>
Signature	Date
<u>Denish Wilson-Owens</u>	<u>7/9/10</u>

Civil Rights Certification

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

Civil Rights Certification

Annual Certification and Board Resolution

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 Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency 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, and will affirmatively further fair housing.

Garland Housing Agency
PHA Name

TX 435
PHA Number/HA Code

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 <u>Denise Wilson-Owens</u>	Title <u>Housing Administrator</u>
Signature <u>Denise Wilson-Owens</u>	Date <u>7/9/12</u>

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

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

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, William E. Dollar the City Manager certify that the Five Year and
Annual PHA Plan of the City of Garland, TX is consistent with the Consolidated Plan of
City of Garland, TX prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official