

U. S. Department of Housing and Urban Development
Office of Public and Indian Housing

TARRANT COUNTY HOUSING ASSISTANCE OFFICE
Annual Plan for Fiscal Year 2012



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Annual Plan for Fiscal Year 2012

TARRANT COUNTY HOUSING ASSISTANCE OFFICE



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Tarrant County Housing Assistance Office

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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>TARRANT COUNTY HOUSING ASSISTANCE OFFICE</u> PHA Code: <u>TX 431</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/01/2011</u>																										
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>NONE</u> Number of HCV units: <u>2,506</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.)																										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	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:					
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PHA 1:																											
PHA 2:																											
PHA 3:																											
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update. FY 2012 ANNUAL PLAN ONLY																										
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: Not Applicable																										
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. Not Applicable																										
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (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. <u>See Addendum attached and labeled 6.0 PHA Plan Update.</u>																										
7.0	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> Not Applicable per Instructions. (HCV only--No Public Housing)																										
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. Not Applicable per Instructions (HCV only--No Public Housing)																										
8.1	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. NOT APPLICABLE PER INSTRUCTIONS. (HCV only--No Public Housing)																										
8.2	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. NOT APPLICABLE PER INSTRUCTIONS (HCV only--No Public Housing)																										
8.3	Capital Fund Financing Program (CFFP). <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. NOT APPLICABLE PER INSTRUCTIONS (HCV only--No Public Housing)																										
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. Not Applicable - Required only with 5 Yr Plan for High Performing PHAs.																										

9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. <u>NOT APPLICABLE PER INSTRUCTIONS above.</u></p>
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> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>Not Applicable - Required only with 5 Yr Plan for High Performing PHAs.</p>
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) ATTACHED</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) N/A</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) N/A</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) N/A</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) N/A</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. ATTACHED</p> <p>(g) Challenged Elements ATTACHED</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) N/A</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) N/A</p>

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.

ATTACHMENT TO 2012 ANNUAL PHA PLAN
Tarrant County Housing Assistance Office



6.0 PHA PLAN UPDATE

In addition to the Plan template, the instructions require that PHAs must:

(a) Identify all PHA Plan elements that have been revised by TCHAO since it's last Annual Plan Submission (2011); and

(b) Identify where the Plan may be obtained by the public. TCHAO certifies that Notice (in English and Spanish) is conspicuously posted in the Main Entrance to it's one and only office at:

2100 Circle Drive – Suite 200
Fort Worth, TX 76119-8130

stating that it's Administrative Plan and 2012 Annual PHA Plan are available for review by the public Monday through Friday during regular business hours. Additionally, Public Notice regarding the TCHAO Annual Plan is posted on the TCHAO website at www.tarrantcounty.com/ehousing.

6. (a) Tarrant County Housing Assistance Office (TCHAO) certifies that the following PHA Plan Elements, as indicated, have been revised and approved by the Commissioner's Court since the submission of the last (2011) PHA Plan, the details and specifics of which are found in the Revised TCHAO Administrative Plan submitted to HUD in June, 2012.

PHA Plan Elements (24 CFR 903.7)

The PHA Plan Template provided by HUD contains 13 elements:

- There have not been any changes or revisions to the following 4 Elements: 1, 2, 3, and 5.
- Elements 10 and 11 do not have revisions, but a Certificate of Consistency is included in this plan for Element 10 and proper documentation is provided for Element No. 11.

PHA Plan Elements (Continued)

- Four (4) of the Elements 6, 8, 9 and 12 do not apply to Section 8 Only PHAs.

Therefore, Element Nos. 4, 7, and 13 are the only elements TCHAO has revised and is required to provide a response, which is stated below:

PHA Plan Element No. 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.

TCHAO Response:

To reduce costs, possible delay in payments to participants for utility reimbursement (which could result in the interruption of service), TCHAO has implemented the use of Debit cards to be issued directly to the tenant, which will replace the former use of checks for reimbursement to participants of utility allowances. Debit cards are considered to be a safer and more accurate means of payment, particularly if a tenant moves or changes service providers.

PHA Plan Element No. 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).

TCHAO Response:

Tarrant County is a section 8 only PHA, and not required to respond to the community service portion of this element, however, a very viable and active FSS program is administered by the agency "...for the enhancement of the economic self-sufficiency of assisted families..." which also includes a Housing Choice Voucher (HCV) Homeownership Program.

In recent months lenders have become more and more resistant to accepting two checks for one mortgage payment (HAP from TCHAO and homeowner's portion from the participant). Therefore, TCHAO has elected to pay the Housing Assistance Payment (HAP) directly to the homeowner. The homeowner shall combine their portion with the HAP and make one monthly payment to the lender.

PHA Plan Elements (Continued)

PHA Plan Element No. 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.

TCHAO Response:

In accordance with 24 CFR 5.2007 and all pertinent HUD Notices and policies the TCHAO Administrative Plan has been extensively revised and updated to include all applicable and pertinent information and notices to provide the broadest coverage and protection possible for victims in addressing domestic violence, dating violence, stalking, or the effects of such abuse.

The following are element where there were no revisions in 2011.

PHA Plan Element No. 1. Eligibility, Selection and Admissions Policies, including De-concentration 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.

TCHAO Response:

No Revisions.

PHA Plan Element No. 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.

TCHAO Response:

No Revisions.

PHA Plan Elements (Continued)

PHA Plan Element No. 3. Rent Determination.

A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

TCHAO Response:

No Revisions

PHA Plan Element No. 5. Grievance Procedures.

A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

TCHAO Response:

No Revisions

PHA Plan Element No. 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.

TCHAO Response:

Not applicable. Tarrant County is a section 8 only PHA.

8. Safety and Crime Prevention.

For public housing only.

TCHAO Response:

Not applicable. Tarrant County is a section 8 only PHA.

9. Pets.

A statement describing the PHA's policies and requirements pertaining to the ownership of pets in public housing.

TCHAO Response:

Not applicable. Tarrant County is a section 8 only PHA.

PHA Plan Elements (Continued)

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.

TCHAO Response to PHA Plan Element No. 10:

The documentation required under this element for TCHAO to be considered in compliance with the Civil Rights and Affirmatively Furthering Fair Housing (AFFH) is found under Tab 6 of this Plan. The FY 2012 Annual Plan is consistent with the Consolidated Plan for this jurisdiction and the Certification is also found under Tab 6.

11. Fiscal Year Audit.

The results of the most recent fiscal year audit for the PHA.

TCHAO Response:

A team of auditors from the Tarrant County Auditor's Office conducted a vast and extensive audit of all activities and finances which resulted in No Findings. A conditional approval is pending as a result of a few minor observations which were corrected. The full Audit report is available and on file in the Director's Office.

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.

TCHAO Response:

Not applicable to TCHAO because it is a Section 8 only agency.

**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 FY 2012, 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.

TARRANT COUNTY HOUSING ASSISTANCE OFFICE

TX 431

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20__ - 20__

X Annual PHA Plan for Fiscal Years 20¹² - 20__

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)

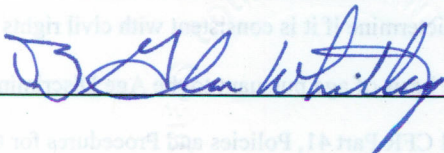
Name of Authorized Official

Title

B. GLEN WHITLEY

TARRANT COUNTY JUDGE

Signature



Date

June 26, 2012

RESIDENT ADVISORY BOARD (RAB) MEETING
Tarrant County Housing Assistance Office
Saturday, March 24, 2012
2300 Circle Drive, Auditorium
Fort Worth, TX 76119

Chaired by Priscilla Aikens
Assistant Director
Tarrant County Housing

The meeting was opened by Ms. Aikens at about 1:00 PM in Resource Connection Building 2300, Auditorium, Fort Worth, Texas.

Everyone was asked to sign-in upon entering and the "Sign-In" sheets attached reflect that there at least **76** program participants were in attendance. This is the largest number of participants we have had in attendance so far.

Ms. Aikens announced that the purpose of this annual meeting is to allow the Resident Advisory Board (comprised of all FSS program participants) an opportunity to provide input, feedback and comments on the 2011 Annual Agency Plan and that we welcome their involvement.

She provided a PowerPoint presentation to the participants explaining what a PHA Plan is and their role and responsibility regarding the Annual Plan.

The presentation also included why these meetings are held, the PHA Plan process, cycle, timelines for reporting this information to HUD, availability of the Annual Plan, Administrative Plan and their relationship to one another. Also explained was the difference between a calendar year, fiscal year, the Fiscal year for Tarrant County Housing, and how we determine the due date for filing the Plan with HUD.

Participants were advised that TCHAO values the input and feedback of program participants into the plans and planning of TCHAO matters. All were invited and encouraged to feel free to ask questions, make comments and suggestions, and to provide any ideas they might have relative to the PHA Annual Plan.

All of the 13 elements were explained and why TCHAO only has to report on Elements 4, 7, and 13 this year as the remaining elements are either for agencies with Public Housing or there were no revisions TCHAO has made in those areas since last year. Some elements are also exempted for agencies with a High Performing SEMAP score (which TCHAO has).

Ms. Aikens notified everyone of their right to personally review the 5 Year PHA Plan, FY 2012 Annual Agency Plan, Administrative Plan and the procedures for doing so. An explanation was provided of what a Consolidated Plan is and it's relationship to the Annual Plan.

The difference between Housing Choice Vouchers for Homeownership and regular Housing Choice Vouchers was provided.

Violence Against Women Act (VAWA) was also discussed again.

Because there was no change in the area of Elements 1, 2, 3, and 5, since submission of last year's plan, TCHAO is not required to respond to these elements.

Elements 6, 8, 9 and 12 do not apply to Section 8 only PHAs.

Therefore, Element Nos. 4, 7, and 13 are the only elements TCHAO is required to provide a response this year.

Although not required, TCHAO has provided documentation to Elements 10 and 11.

There were no complaints and only a very few comments and questions were made relative directly to Element 1, as follows:

Element No. 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 PHA....and management of the PHA and programs of the PHA.

Implementation of Debit Cards to Replace Checks for Reimbursement to Participants of Utility Allowances

The only question asked was for the name of the bank being used, which is Chase. I explained the reasons for the change as being more efficient, safe and keeping in trend with normal business practices both in the private and public sectors. We also provided information on the safeguards to prevent abuse of the program. Upon explanation of this program TCHAO was applauded by the group for our interest in moving the agency forward. The change was well received and applauded by members of the RAB. They expressed that it meant a lot to them that TCHAO had their best interest in mind, listened to them and implemented a more safe and efficient way of doing business. Some wanted to know why they do not receive Utility Reimbursement and this was explained to them.

Element No. 7

Community Service and Self-Sufficiency

A description of ...any policies or programs relating to services and amenities provided or offered to assist families...for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS.

Direct Payment of HAP to Homeownership Participants

All homeowners are either current or former FSS participants. Because banks began to frown on the acceptance of 2 checks for mortgage payments, TCHAO implemented the policy of sending the HAP directly to each homeowner (which is consistent with the regulations). This practice allows homeowners to make only one payment to the bank each month. As with the debit cards, tight controls have been implemented to prevent abuse via upfront security agreements and monthly monitoring by TCHAO.

Element No. 13

Violence Against Women Act (VAWA)

A description of...any activities, services, or programs provided or offered by an agency, either directly or in partnership, to prevent domestic violence..."

Across the Board Administrative Plan revisions and Updates

TCHAO made broad and sweeping revisions and updates in almost every part of the Administrative Plan to provide maximum protection for victims of VAWA in keeping with new HUD rules describing new HUD rules and requirements related to notifying families and owners about their rights and responsibilities under VAWA; requesting documentation from victims of domestic violence, dating violence, and stalking; and maintaining the confidentiality of information obtained from victims.

Again, TCHAO was applauded by the group for it's diligence in ensuring the rights and protection of program participants.

Element 10. Civil Rights Certification

No comments.

Element 11. Fiscal Year Audit

TCHAO was commended by RAB members when they were informed that there were no significant findings in the Tarrant County Audit----only observations, most of which were corrected and implemented on the spot.

Additionally, presentations were made to the group regarding updates and activities of the FSS program, workshops, seminars and classes, as well as the HCV homeownership program. All were discussed as well as the TCHAO website and information sharing among the participants. We advised that we hold RAB meetings at least annually and more often if/when necessary.

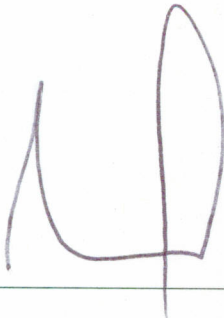
There being no further questions or discussion the RAB meeting was adjourned at about 2:30 PM.

**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, PATRICIA WARD the Director of Housing certify that the Five Year and
Annual PHA Plan of the Tarrant County Housing Office is consistent with the Consolidated Plan of
Tarrant County, Texas prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official



PUBLIC NOTICE

to all

Program Participants and the General Public

Tarrant County Housing Assistance Office
has available for your review and inspection

The 2012 ANNUAL PLAN

A Public Hearing will be held on

May 22, 2012

10:00 AM

Commissioners Court
for all Interested Parties.

PLEASE SEE THE RECEPTIONIST
if you wish to review or inspect the plan.

Posted April 1, 2012



Noticia Publica

Para todos

**Los participantes del programa de vivienda
Y el publico en general**

**La Oficina de Asistencia de Vivienda
Del Condado De Tarrant**

Tiene disponible para su revision e inspeccion

El Plan Anual 2012

Una audiencia publica tendra lugar el dia

22 de Mayo del 2012

a las 10:00 AM

**En la Corte de Comisionado
Para las personas interesadas**

**Por Favor ver a la Recepcionista para
Revisar o inspeccionar el plan**

Posted April 1, 2012

Legal Notices

Legal Notices

Approximately 1.7838 acres of land, located south of West Sanford Street, east of Echols Street, north of Houston Street, and west of Indiana Street, with a general physical address being 400 West Sanford Street, City of Arlington, Tarrant County, Texas, commonly known as George Stevens Park.

THE TARRANT County Housing Assistance Office (TCHAO) has developed the 2012 Annual Agency Plan in compliance with the Quality Housing and Work Responsibility Act of 1998. It is always available for review at TCHAO located at 2100 Circle Drive, Suite 200, Fort Worth, TX 76119, between the hours of 8:30am and 4:00pm. A Public Hearing will be held on May 22, 2012 at 10:00am during TARRANT COUNTY COMMISSIONERS COURT, 100 E. Weatherford St., Room 506, Fort Worth, TX 76196. If you have any questions, please contact our office at (817) 531-7640

For Placement on Website ASAP:

PUBLIC NOTICE

- March 24, 2012 - Annual Resident Advisory Board Meeting**
- April 19, 2012 - Annual PHA Plan Available in Tarrant County
Housing Office for Public Review**
- May 22, 2012 Public Hearing-Commissioner's Court**