

<b>Streamlined Annual PHA Plan</b> <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** 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, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

<b>A.</b>	<b>PHA Information.</b>					
A.1	PHA Name: <u>Housing Authority of the County of Franklin</u> PHA Code: <u>PA034</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/2021</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>366</u> Number of Housing Choice Vouchers (HCVs) <u>368</u> Total Combined <u>732</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission					
<p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. 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 their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p>						
<input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)						
<b>Participating PHAs</b>		<b>PHA Code</b>	<b>Program(s) in the Consortia</b>	<b>Program(s) not in the Consortia</b>	<b>No. of Units in Each Program</b>	
					<b>PH</b>	<b>HCV</b>
Lead PHA:						

**B. Annual Plan Elements**

**B.1 Revision of PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs.
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Homeownership Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Substantial Deviation.
- Significant Amendment/Modification

(b) The PHA must submit its Deconcentration Policy for Field Office Review.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

**Rent Determination**

**a. Public Housing Program**

- i. Amended Admission and Continued Occupancy Policy as needed to comply with regulations**
- ii. Fair Market Rent (FMR) was completed to adjust flat rent amounts accordingly**

**b. Section 8 Program**

- i. Amended Admission and Continued Occupancy Policy as needed to comply with regulations**
- ii. Payment Standards were increased to help with utilization of the program.**

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Conversion of Public Housing to Tenant Based Assistance.
- Conversion of Public Housing to Project-Based Assistance under RAD.
- Project Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

**Units with Approved Vacancies for Modernization**

1. Replacement of drywall and insulation for units that have signs of mold through this fiscal year.

<p><b>B.3</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p><b>All goals are continuous and making progress. A few updates on the following goals from the PHA 5-year:</b></p> <ol style="list-style-type: none"> <li>1. Develop tenant self-sufficiency opportunities to encourage tenant growth and independence.             <ol style="list-style-type: none"> <li>a. Applied for the ROSS grant to assist residents with self-sufficiency. Hired a ROSS/FSS full time employee.</li> </ol> </li> <li>2. Provide educational and recreational activities for the youth of the housing communities.             <ol style="list-style-type: none"> <li>a. FCHA expanded educational and recreational activities by adding a Head Start classroom on its property.</li> </ol> </li> <li>3. The Maintenance Department of the Public Housing developments will continually conduct a comprehensive preventative maintenance program for all units – ongoing.             <ol style="list-style-type: none"> <li>a. Annual preventive maintenance checks scheduled monthly for REAC are being performed by maintenance.</li> </ol> </li> <li>4. Section 8 will expand the supply of assisted housing by applying for additional rental vouchers as funding of program permits.             <ol style="list-style-type: none"> <li>a. An additional 23 Mainstream vouchers were awarded and will begin allocation March 1, 2020 for non-elderly disabled individuals meeting certain criteria.</li> </ol> </li> <li>5. The Section 8 department will work with landlords throughout the county to bring more awareness and opportunities to participants in the program through outreach initiatives and educational seminars.             <ol style="list-style-type: none"> <li>a. Outreach meetings to landlords will occur on a semi-annual basis.</li> </ol> </li> <li>6. FCHA will continue to work with the Public Housing residents to seek out new members and develop a strong Tenant Council Association.             <ol style="list-style-type: none"> <li>a. FCHA has two active Resident Councils.</li> </ol> </li> <li>7. Offer a variety of housing options to participants in the Section 8 program; to include allocation of up to 20% of vouchers in the Project Based Voucher program.             <ol style="list-style-type: none"> <li>a. FCHA will maintain current PBV, but look for varied voucher opportunities.</li> </ol> </li> <li>8. Maximize staff performance in achieving goals and objectives through improved training and development opportunities for all staff members.             <ol style="list-style-type: none"> <li>a. A new performance evaluation tool was created to provide on-going assessment and development of staff.</li> <li>b. Many staff have attended conferences and trainings for professional growth and development.</li> </ol> </li> <li>9. Further development of leadership and management skills for our staff in leadership positions using the SERVE model.             <ol style="list-style-type: none"> <li>a. Senior management serve on community boards and committees to strengthen partnerships and collaboration.</li> <li>b. A leadership team was established for mid-level management to encourage and develop leadership skills and qualities.</li> </ol> </li> </ol>
<p><b>B.4.</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>Other Document and/or Certification Requirements.</b></p>	
<p><b>C.1</b></p>	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b></p> <p><u>Form 50077-ST-HCV-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>C.2</b></p>	<p><b>Civil Rights Certification.</b></p> <p><u>Form 50077-ST-HCV-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>C.3</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

<b>C.4</b>	<p><b>Certification by State or Local Officials.</b></p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>D</b>	<p><b>Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP). See HUD Form 50075.1 submitted to HUD on 03/22/2020.</p>
<b>D.1</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. See HUD Form 50075.2 approved by HUD on 04/21/2020.</p>

## Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

### A. PHA Information. All PHAs must complete this section.

- A.1** Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

### B. Annual Plan.

#### B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no."

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. 24 CFR §903.7(a)(1) and 24 CFR §903.12(b). 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. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. 24 CFR §903.7(a)(2)(ii) and 24 CFR §903.12(b).

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. 24 CFR §903.7(b) Describe the PHA's procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. 24 CFR §903.7(b) A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b) Describe the unit assignment policies for public housing. 24 CFR §903.7(b)

**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. (24 CFR §903.7(c))

**Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

**Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. (24 CFR §903.7(k) and 24 CFR §903.12(b).)

**Safety and Crime Prevention (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. (24 CFR §903.7(m)(5))

**Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

**Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

**Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). (24 CFR §903.23(b))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

**Hope VI.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for 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>. (Notice PIH 2010-30)

**Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, 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. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received 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>. (24 CFR §903.7(i))

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**B.4 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

## C. Other Document and/or Certification Requirements

**C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

**C.2 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the 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. (24 CFR §903.7(e))

**C.3 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**C.4 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

**D. Statement of Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**D.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form 50075.2 approved by HUD on XX/XX/XXXX."

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. 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, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 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.

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*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 2021, 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 has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (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.
4. 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.
5. 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.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing 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 by maintaining records reflecting these analyses and actions.
7. For PHA Plans 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 2010-25);
  - 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 a 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 a 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).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. 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.
10. 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.
11. 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.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. 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.
14. 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.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. 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.
17. 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).
18. 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.
19. 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.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

The Housing Authority of the County of Franklin  
PHA Name

PA034  
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 20 21

5-Year PHA Plan for Fiscal Years 20 21 - 20 25

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

Samuel King

Title

Chairman-Board of Directors

Signature

Samuel King

Date

1/11/2021



ACOP Changes  
Resident Advisory Board Meeting  
November 2020

Chapter 3

3-I.J: Guests

- Added: PHA will require proof of residency for the unauthorized occupant(s). Acceptable forms of proof may be a signed copy of the current lease, rent receipts with landlord contact information, or a utility bill in the name of the guest. Other documents may be accepted at the PHA's discretion.

3-III.D: Screening

- Updated: Changed three years to five years under Resources Used to Check Applicant Suitability-PHA Policy.

Chapter 12

12-I.C: Emergency Transfer Procedures

- Added: A per diem rate will be assessed for food and other necessary items.

Chapter 14

14-III.F: Selection of Hearing Officer

- Changed: Individual names to positions. FCHA has designated the following to serve as hearing officers: Hearing Officer, Executive Director, Property Manager, or Section 8 Manager.

Chapter 16

16-III.A: Overview

- Added: if amount owed is greater than \$2,000 after civil law suit.

Admin Plan Changes  
Resident Advisory Board Meeting  
November 2020

Chapter 3

3-I.J: Guests

- Added: In addition, guests who remain in the unit beyond the allowable time limit will be considered to be unauthorized occupants, and their presence constitutes violation of the Housing Assistance payment (HAP) contract. Participants must provide proof in the form of a signed copy of a current lease, rent receipts with landlord contact information, or a utility bill in the name of the guest to show the guest is not residing in the unit.

Chapter 4

4-I.D: Placement on the Waiting List

- Changed amount of days to process application from 20 business days to 30 days.

4-III.C: Selection Method

- Added: Documentation must be provided to show homelessness or at risk to Mainstream preference.

Chapter 10

10-I.A: Allowable Moves

- Added: The termination of the lease must be at no fault of the participant as this may constitute a breach of the Section 8 Housing Assistance Payment (HAP) contract.

Chapter 11

11-II.C: Changes Affecting Income or Expenses

- Removed: If the family has reported zero income, the FCHA will conduct an interim reexamination every 3 months as long as the family continues to report that they have no income.
- Added: If the family reports zero income, the family will complete a zero income questionnaire to certify zero income into the household.
- Added: All required changes must be provided in writing to the office no later than the 25<sup>th</sup> of the month to complete the interim reexamination.

Chapter 13

13-I.D: Owner Qualifications

- Added: Updated leasing to relatives list to include domestic partner.

Chapter 16

16-III.C: Informal Hearings for Participants

- Changed: Individual names to positions. The FCHA has designated the following to serve as hearing officers: Contracted Hearing Officer, Executive Director, Property Managers.

Resident Advisory Board Meeting  
Online through Zoom  
November 12, 2020 5:15 pm

FCHA Staff in Attendance:

1. Dr. Linda Thomas Worthy
2. Christine Lagana
3. Jessica Runshaw

Tenants in Attendance:

1. Terry Harrison

Linda Presentation:

Capital Fund

1. Total Capital Funds available for 2020 was \$939,990.00.
2. 2020 Projected Improvements
  - Community Center
  - Replace Outside Storm Doors
  - Replacement Windows
  - Gas Stove Replacements
  - Pave Parking Area
3. 2020 Completed Projects
  - New Sidewalks (AMPs 1 and 2)
  - New Siding/Gutters/Soffit (AMPs 1 and 2)
  - Roof Replacement (AMPs 1 and 2)
4. 2020 Uncompleted Projects
  - Faucet/Sink Replacement (AMP 1) delayed due to COVID-19
  - Garage/Storage Addition (AMP 4)-Bids were rejected as cost was higher than projected
  - Electrical Improvement (AMPs 3 and 4)-Bid was approved, work has not begun
  - Community Center Improvements moved to 2021

Jessica and Christine Presentation:

Handbook

1. New maintenance rate of \$30.00 per hour effective 4/1/2021.
2. Feeding of wildlife is prohibited. Bird/squirrel feeders are permitted.
3. Tenants are encouraged to decorate their yards. However, no décor or items including: flags, political, or religious décor may be attached to the building.
4. No business advertising, vulgar, or discriminatory signs that refer to unfair or unequal treatment of an individual (group) based on characteristics including: age, disability, ethnicity, or gender.
5. Provided amenities section was added. FCHA will provide the following items at move-in. Failure to have these items in the unit at any given time will result in the tenant being charged the appropriate fee.
  - Two ice cube trays
  - Air conditioner remotes (if applicable)
  - Air conditioner covers (if applicable)
  - Trash/recycling cans are provided for Village Green and Valleyview Village
6. Pest control policy updated. In order for FCHA to continue to provide pest free housing, there will be scheduled, quarterly pest control treatments of all units. For this to work successfully, we need you to communicate any pest issues to us including roaches,

bedbugs, and mice. The following breakdown will explain each of our roles in guaranteeing this success:

Tenant Role in Pest Prevention

- Maintain good housekeeping standards to prevent pests
- Notify the office of any evidence of pests
- Prepare unit for treatment per preparation sheet

Management Role

- Verify evidence of pests
- Place monitoring devices if necessary
- Schedule a treatment from an outside source
- Distribute treatment preparation sheets
- Contract/pay for the treatment
- Enforce compliance with pest prevention/treatment
- Provide pest prevention education

Failure to report a pest issue in a timely manner may result in the issue getting significantly worse over time. This may result in disposal of your personal property, furniture, or require a lengthy treatment process. If there is evidence of an **unreported** infestation in your unit, a lease violation may be issued.

7. Marijuana/Medical Marijuana section added. Tenant acknowledges that they are not permitted to use any form of illegal drug on or off the property. The tenant may have a medical need to use marijuana per doctor order, however, any form of marijuana cannot be used on federal funded property.
8. Questions from Residents:
  - Ms. Harrison asked a question pertaining to child support. Since the monthly amount can fluctuate based on arrears, sometimes only \$1 or \$2, must she report those changes? Ms. Runshaw reviewed income reporting policy with resident and explained that the new income must be consistent (more than one or two times) or more than \$200 per month increase. If the new income meets these criteria, it must be reported to the HA within 14 days of the change, not receipt of monies.

Lease I, II, Pet Policy

- No changes.

ACOP

1. Changes on separate sheet.

Questions from Residents:

- Ms. Harrison asked about the \$22.10 that she receives from welfare. It was explained that this income is considered consistent and should be reported to the HA. Since it is less than \$200, it will be caught at her annual recertification.
- Ms. Harrison submitted a written request to be placed on one bedroom waitlist. She wanted to confirm that she was on the list and what her placement was. Ms. Runshaw confirmed and verified her placement and explained the updated transfer policy. Ms. Harrison is being "grandfathered" in under the old policy. Ms. Runshaw explained the reasonable accommodation process to her in case her need to transfer was for medical reasons.
- Ms. Harrison previously called in a work order for strong odor in unit. She states that the odor is coming back. Created work order.

Section 8 Resident Advisory Board Meeting  
Online through Zoom  
November 12, 2020 6:00 pm

FCHA Staff in Attendance:

1. Christine Lagana
2. Jessica Runshaw

Participants in Attendance:

1. Diana Barnhart
2. Charmaine Edwards
3. Minnie Dickerson
4. Ale Dickerson
5. Teresa Schellhase
6. Mary Margaret Bittle

Jessica Presentation:

Admin Plan

1. Changes on separate sheet.

Questions from Residents:

- Ms. Edwards currently lives at Sunset Terrace. She questioned why her rent continues to go up even though she is on a fixed income. Ms. Runshaw explained the factors in determining rent calculations, Section 8 and tenant portions. Sunset Terrace is a tax credit property, therefore, they have contract rent increases annually. Ms. Runshaw advised tenant that she does have the option to move. Mailed copy of Section 8 landlords to participant.
- Mr. Dickerson does not have a court ordered custody agreement in place. He does regularly see and visit with his children in his home. He would like to add them to his lease, but landlord states that he is unable to add them to the lease for first year of residency. He asked what he can do. Ms. Runshaw explained the custody requirement of 40% in order to add to lease which equals 146 days per year. As long as he has it in writing from the mother and notarized, they can be added after his year is up. She also explained that the one year requirement is a landlord policy and that he should call the landlord's corporate office with any questions or concerns regarding their policies and procedures.
- Ms. Schellhase has concerns regarding the treatment she is receiving from her landlord. Ms. Runshaw addressed her concerns and reminded her that she always has the option to move elsewhere. Ms. Schellhase stated that she did not want to move. Ms. Runshaw explained that Section 8 cannot get involved in landlord/tenant issues and that she should seek legal counsel or Office of Aging for assistance.

**Certification by State or Local  
 Official of PHA Plans Consistency  
 with the Consolidated Plan or  
 State Consolidated Plan  
 (All PHAs)**

U. S Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 2/29/2016

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

I, Kathy Possinger, the Director  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the  
Franklin County Housing Authority  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
 Impediments (AI) to Fair Housing Choice of the  
Commonwealth of Pennsylvania  
*Local Jurisdiction Name*

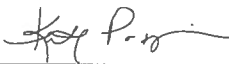
pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State  
 Consolidated Plan and the AI.

Rehabilitation of the existing public housing stock in a manner that is sensitive to the need for accessibility  
 to and visitability by persons with disabilities. Homeownership incentives for public housing residents.

Resident initiatives, especially those aimed at promoting the economic self-sufficiency of public housing  
 residents. Supportive services, especially those that support the aging in place of senior residents.

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
Kathy Possinger	Director, DCED's Center for Community and Housing Development
Signature	Date
	12-16-2020