

<b>5-Year PHA Plan (for All PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 02/29/2016</b>
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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-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

<b>A.</b>	<b>PHA Information.</b>																																				
<b>A.1</b>	<p><b>PHA Name:</b> <u>City of Flagstaff Housing Authority</u> <b>PHA Code:</b> <u>AZ006</u></p> <p><b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>07/2020</u>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <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 on 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 websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" data-bbox="203 1304 1463 1940"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) 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>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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<b>B.</b>	<b>5-Year Plan.</b> Required for <u>all</u> PHAs completing this form.
<b>B.1</b>	<p><b>Mission.</b> State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years.</p> <p>The Mission of the City of Flagstaff Housing Authority is to assist low income families with safe, decent and affordable housing opportunities as they strive to improve the quality of their lives. The City of Flagstaff Housing Authority (CFHA) will create and maintain partnerships with its Residents, Applicants, Participants, the Public and appropriate community organizations in order to accomplish this Mission.</p>

**B.2**

**Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low-income, and extremely low- income families for the next five years.

**Goal One:** Manage CFHA's Section 8 Housing Choice Voucher (S8HCV) and public housing programs in an efficient and fiscally sustainable manner that will result in full compliance with all applicable statutes and regulations and provide excellent service.

**Objectives:**

1. CHFA shall continue to meet all criteria for recognition as a high performer in HUD's PHAS and SEMAP assessment systems.
2. Promote a motivating, dynamic and innovative work environment with a capable and efficient team of employees to operate as a Resident friendly and fiscally prudent leader in the affordable housing industry as measured by Resident surveys, employees and HUD scoring
3. Provide the staff with training to stay abreast of regulatory changes and best practices.
4. Review organizational structure and staffing levels to ensure fiscal responsibility, staff satisfaction and retention. and appropriate staffing levels that provide excellent service.
5. Maintain policies and procedures in compliance with current HUD standards and regulations.
6. To the extent allowed by federal regulation, align the policies and procedures of the Section 8 HCV and public housing programs.
7. Explore the possibility of becoming a Moving to Work (MTW) agency to streamline operations, provide better service, reduce Applicant and Resident administrative burdens, reduce administrative costs and better meet local housing needs. A letter of interest with HUD for MTW Cohort 1 has been filed, and if not selected for this cohort, we will continue to investigate participation in later MTW cohorts.
8. Participate in industry groups to remain abreast of current trends and changes, and to provide input on such changes

**Goal Two:** Provide a safe, drug free and secure environment in CFHA's public housing developments.

**Objectives:**

1. CFHA shall continue to maintain practices which encourage low crime rates in its developments. This will be accomplished by continuing to contract with the Flagstaff Police Department to have a full-time officer assigned to our developments.
2. Monitor and maintain our rate of eviction due to violations of criminal law by maintaining thorough screening policies and procedures that balance the need for public safety with resident rights protected under HUD's Disparate Impact Memo

**Goal Three:** Maintain the CFHA's real estate in habitable, safe, decent and sanitary conditions.

**Objectives:**

1. CFHA shall maintain a resident friendly, non-institutional and accessible environment in its developments as measured by regular customer surveys and formal annual resident input and participation.
2. CFHA shall maintain public housing units in compliance with all local and HUD requirements. This will be accomplished as follows:
  - a. Continue to use Capital Funds to maintain facilities, and systems, improve accessibility in homes and on the grounds and replace aging equipment.
  - b. Provide training on an annual basis for Maintenance Staff to allow them to grow professionally.
  - c. Provide training prior to occupancy for public housing residents in the care for and use of their residence.
  - d. Place emphasis of quality of unit turnover ahead of speed of unit turnover
  - e. Explore options to redevelop and expand affordable housing stock including HUD's Rental Assistance Demonstration (RAD) program.

**Goal Four:** Ensure the range and quality of housing choices available to participants in the CFHA's tenant-based assistance programs is as broad as possible.

**Objectives:**

1. CFHA shall continue to investigate establishment of a program in partnership with local nonprofits to help eligible participants become homeowners with the use of Housing Choice Vouchers.
2. The City of CFHA shall partner with others to offer quality affordable rental opportunities to our community.
3. Consider implementation of a program to provide assistance with security deposit and certain move-in expenses, such as utility hook-ups.
4. Maintain a budget utilization rate of 98% for tenant-based programs.
5. Investigate the development of a project-based assistance program.
6. Hold regular Landlord outreach and appreciation events.
7. Partner with local nonprofits to investigate the possibility of obtaining special purpose vouchers and/or provide project-based vouchers.
8. Continue current SRO Section 8 assistance in partnership with the Guidance Center to house SMI individuals.
9. Continue to administer VASH Vouchers for homeless veterans; seek additional VASH Vouchers from HUD as appropriate and available.
10. Pursue use of the Foster Youth Initiative Program to provide Housing Choice Vouchers to youth who have exited or are exiting the foster care system who are homeless or at risk of homelessness.

**Goal Five:** Ensure community connectivity to services, facilities and amenities is maintained and enhanced as appropriate. This includes physical linkages to area parks, the Flagstaff Urban Trail System (FUTS) and other community amenities, as well as interactions with area schools and organizations..

**Objectives:**

1. Utilize the Siler Homes Activity Center as a base for various resident services

	<ol style="list-style-type: none"> <li>2. Work toward expanding staff knowledge of and relationships with community programs, family and youth services and activities to include job related training and career developments to allow them to provide accurate and appropriate referrals.</li> <li>3. Seek to continue to work with our community partners to provide youth activities and drug prevention programs.</li> <li>4. Continue to contract with the Flagstaff Police department to have a full-time officer assigned to our developments to promote Community based policing to minimize criminal and drug activity This program has been extremely successful over the years.</li> <li>5. Continue to partner with Head Start to provide early childhood education at our sites.</li> </ol> <p><b>Goal Six:</b> Educate community regarding who lives in affordable housing and their contributions to our community in order to create a positive image of our programs.</p> <p><b>Objectives:</b></p> <ol style="list-style-type: none"> <li>1. The CFHA Board of Commissioners, Executive Director and Staff shall speak to civic, religious and fraternal groups periodically to explain how important public housing is to the community.</li> <li>2. Maintain our web page so that the public has access to information regarding our programs and history.</li> <li>3. Provide web-based access to the application and recertification processes.</li> <li>4. Make periodic presentations to the City Council regarding the need for expansion of the housing stock for low-income families. Flagstaff is a high cost area with a low wage base.</li> <li>5. Participate in the local Continuum of Care to improve partnerships and communication with affordable housing/homelessness prevention stakeholders.</li> </ol>
	<p><b>Goal Seven:</b> Investigate and pursue redevelopment expansion of affordable housing.</p> <p><b>Objectives:</b></p> <ol style="list-style-type: none"> <li>1. Participate in and support local groups dedicated to affordable housing.</li> <li>2. Complete and issue an RSOQ for a RAD development partner</li> <li>3. Investigate use of alternative funding sources such as National Housing Trust Fund Low-Income Tax Credits, HOME funds, etc. for financing affordable housing redevelopment and expansion.</li> <li>4. Partner with local nonprofits to investigate the possibility of obtaining special purpose vouchers and/or provide project-based vouchers.</li> </ol>

**B.3 Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

**Goal One:** Continue to manage the CFHA'S existing public housing program in an efficient manner that will result in full compliance with all applicable statutes and regulations, thereby, always striving to maintain the current rating of High Performer.

**Objectives:**

1. HUD shall continue to recognize the CFHA as a High Performer.
2. Promote a motivating, dynamic, and innovative work environment with a capable and efficient team of employees to operate as a Resident friendly and fiscally prudent leader in the affordable housing industry as measured by Resident surveys, employees and HUD scoring.
3. Provide the staff with training as deemed appropriate in order to provide the best and up to date service possible.
4. All policies will be reviewed and updated to remain current with HUD standards and regulations.

*CFHA has maintained its rating of High Performer and is meeting all objectives under Goal One. A major revision of the Section 8 Administrative Plan was completed in 2019 and a major review and revision of the ACOP is nearing completion.*

**Goal Two:** Provide a safe, drug free, and secure environment in the CFHA's public housing developments.

**Objectives:**

1. The CFHA shall continue to maintain low crime rates in its developments. This will be accomplished by continuing to contract with the Flagstaff Police Department to have a full-time officer assigned to our developments along with Block Watch. Additionally, the Housing Authority will continue thorough screening policies and procedures in an effort to reduce evictions due to violations of criminal law.

*CFHA is meeting both Goal Two and the objective.*

**Goal Three:** Maintain the CFHA's real estate in habitable, safe, decent and sanitary condition.

**Objectives:**

1. The CFHA shall create an appealing up-to-date environment in its developments as measured by ongoing Resident surveys and formal annual resident input and participation.
2. The CFHA shall have its units in compliance with all local and HUD requirements. This will be accomplished as follows:
  - a. Continue to use Capital Funds to upgrade units and replace aging equipment.
  - b. Provide training on an annual basis for Maintenance Staff to allow them to grow professionally.
  - c. Provide training prior to occupancy for public housing residents in the maintenance and repair of their residence.
3. Continue to strive to enhance energy efficiency.

*CFHA is meeting both Goal Three and the objectives.*

**Goal Four:** Expand affordable housing opportunities for both residents of the CFHA and the community at large.

**Objectives:**

**The CFHA shall:**

1. Explore establishing a program in partnership with local nonprofits to help eligible participants become homeowners with the use of Housing Choice Vouchers.
2. Leverage private and/or public funds to create additional housing opportunities to acquire or build units or developments.
3. Conduct outreach to potential landlords by educating/informing them about the Section 8 Housing Choice Voucher Program.
4. Investigate the development of additional project-based assistance programs.
5. Participate in and partner with local groups dedicated to affordable housing.
6. Pursue use of alternative funding sources such as Low-Income Tax Credits, HOME funds and the National Housing Trust Fund to expand affordable housing opportunities in Flagstaff.

*CFHA is working toward increasing affordable opportunities in the community. Progress has been made on all objectives.*

**Goal Five:** Improve the community quality of life and economic vitality in public housing.

**Objectives:**

1. Utilize the Siler Homes Activity Center (SHAC) as a base for various resident services to provide resource referral and goal setting for residents seeking economic self-sufficiency.
2. The CFHA shall partner with others to offer quality affordable rental assistance and other related services to our community.
3. Seek to establish community partners to provide programming relevant for residents.
4. Continue to contract with the Flagstaff Police Department to have a full-time officer assigned to our developments in an effort to keep them crime and drug free. The program has been extremely successful over the years.

*Progress on Goal Five is well underway. The SHAC (Obj. 1) is being utilized as a youth recreation center in a partnership between the CFHA and City of Flagstaff Recreation programs. A full-time police officer is assigned to the developments.*

**Goal Six:** Continue to enhance the image of public housing in the community.

**Objectives:**

1. The CFHA shall conduct outreach in an effort to inform and educate the public about the importance of affordable housing and its contributions in the community.
2. Continue to maintain the CFHA web page incorporated into the City of Flagstaff web site so that the public has access to the history of the CFHA and the programs that are available. The web page will also include information on the Siler Resident Management Corporation explaining their purpose and contact information.
3. Have periodic presentations to the City Council regarding the need for expansion of the housing stock for low-income families. Flagstaff is a high cost area with a low wage base.

*Goal Six is ongoing with the exception of the Siler Resident Management Corporation, which has been dissolved and is removed from the new Five Year Plan. A Resident Advisory Board has been established in its place.*

**Goal Seven:** Provide housing for SMI individuals and homeless veterans.

**Objectives:**

1. Continue current SRO Section 8 assistance in partnership with the Guidance Center to house SMI individuals.
2. Continue to administer VASH Vouchers for homeless veterans.

*Goal Seven is currently being met. The 2017 Annual Plan noted that the partner in the SRO Section 8 program, The Guidance Center, intended to end the partnership in the fall of 2016. During the program year, the partner agency decided not to terminate the program and it continues as established.*

**Goal Eight:** Merge CFHA and City Housing Section

**Objectives:**

1. Financial/budget benefits.
2. Organizational efficiencies, new management structure, salary savings.

*Financial and operational merging has been substantially completed and is therefore removed from the new Five Year Plan.*

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<p><b>B.4</b></p>	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p><b>VAWA Protections</b></p> <p>Under the Violence Against Women Act (VAWA), public housing residents have the following specific protections, which will be observed by the CFHA. An incident or incidents or actual or threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence, and shall not in itself be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence. The Housing Authority may terminate the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence or stalking to family members or others without terminating the assistance or evicting victimized lawful occupants. This is also true even if the household member is not a signatory to the lease. Under VAWA, the CFHA is granted the authority to bifurcate the lease. The Housing Authority will honor court orders regarding the rights of access or control of the property. There is no limitation on the ability of the Housing Authority to evict for other good cause unrelated to the incident or incidents of domestic violence, dating violence or stalking, other than the victim may not be subject to a “more demanding standard” than non-victims. There is no prohibition on the Housing Authority evicting if it “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant’s (victim’s) tenancy is not terminated.” Any protection provided by law which give greater protection to the victim are not superseded by these provisions. The CFHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority. Types of acceptable verifications are outlined below and must be submitted within 14 business days after receipt of the Housing Authority’s written request for verifications.</p> <p><b>VERIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING</b></p> <p>The CFHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority.</p> <p>A. <b>Requirement for Verification.</b> The law allows, but does not require, the CFHA to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in the policy. The Housing Authority shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority. Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:</p> <ol style="list-style-type: none"> <li>1. <b>HUD-approved form (HUD -50066)</b> – By providing to the Housing Authority a written certification, on the form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator.</li> <li>2. <b>Other documentation</b> – by providing to the Housing Authority documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional’s belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.</li> <li>3. <b>Police or court record</b> – by providing to the Housing Authority a Federal, State, tribal, territorial, or local police or court record describing the incident of incidents in question.</li> </ol> <p>B. <b>Time allowed to provide verification/failure to provide.</b> An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by the Housing Authority to provide verification, must provide such verification within 14 business days after receipt of the written request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.</p> <p><b>Confidentiality</b></p> <p>All information provided under VAWA including the fact that an individual is a victim of domestic violence, dating violence, or stalking, shall be retained in confidence and shall not be entered into any shared database or provided to any related entity except to the extent that the disclosure is:</p> <ol style="list-style-type: none"> <li>A. Requested or consented to by the individual in writing;</li> <li>B. Required for use in an eviction proceeding; or</li> <li>C. Otherwise required by applicable law.</li> </ol> <p>The CFHA shall provide its tenants notice of their rights under VAWA including their right to confidentiality and the limits thereof.</p>
<p><b>B.5</b></p>	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <ol style="list-style-type: none"> <li>1. <b>Substantial Deviation</b> from the 5 Year/Annual Plan is an overall change in the direction of the CFHA pertaining to Goals and Objectives.</li> <li>2. <b>Significant Amendment of Modification to the Annual Plan</b> is a change in policy or policies pertaining to the operation of the CFHA. This includes the following: <ol style="list-style-type: none"> <li>a. Changes to rent or admissions policies or organizing the waiting list.</li> <li>b. Addition of non-emergency work items (items not included in the current Annual Statement or 5 Year Plan) or change in use of replacement reserve funds under the Capital Fund.</li> <li>c. Any changes with regard to demolition, disposition, designation, homeownership programs or conversion activities.</li> </ol> </li> </ol>

<p><b>B.6</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y    N  <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p><b>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <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>

## Instructions for Preparation of Form HUD-50075-5Y 5-Year PHA Plan for All PHAs

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**A. PHA Information** [24 CFR §903.23\(4\)\(e\)](#)

**A.1** Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

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

**B. 5-Year Plan.**

**B.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. ([24 CFR §903.6\(a\)\(1\)](#))

**B.2 Goals and Objectives.** Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR §903.6\(b\)\(1\)](#)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA’s 5-Year Plan.

**B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. ([24 CFR §903.6\(b\)\(2\)](#))

**B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR §903.6\(a\)\(3\)](#))

**B.5 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.



**B.6 Resident Advisory Board (RAB) comments.**

- (a) Did the public or RAB provide comments?
- (b) If yes, submit 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 §903.17\(a\)](#), [24 CFR §903.19](#))

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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 PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low-income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 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.

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