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| <b>Streamlined Annual<br/>PHA Plan<br/>(High Performer PHAs)</b> | <b>U.S. Department of Housing and Urban Development<br/>Office of Public and Indian Housing</b> | <b>OMB No. 2577-0226<br/>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-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.

| A.        | PHA Information.   |  |  |                              |     |  |  |  |  |                              |  |    |     |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|           | <p> <b>PHA Name:</b> Housing Authority of the City of Santa Barbara    <b>PHA Code:</b> CA-076<br/> <b>PHA Type:</b>   <input type="checkbox"/> Small   <input checked="" type="checkbox"/> High Performer<br/> <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 04/2018<br/> <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)<br/> <b>Number of Public Housing (PH) Units</b> 0    <b>Number of Housing Choice Vouchers (HCVs)</b> 2366<br/> <b>Total Combined</b> 2366<br/> <b>PHA Plan Submission Type:</b>   <input checked="" type="checkbox"/> Annual Submission                      <input type="checkbox"/> Revised Annual 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 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> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2"></th> <th rowspan="2"></th> <th rowspan="2"></th> <th rowspan="2"></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> </tbody> </table> |  |  |                              |     |  |  |  |  | No. of Units in Each Program |  | PH | HCV | Lead PHA: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|           |  |  |  | No. of Units in Each Program |     |  |  |  |  |                              |  |    |     |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|           |  |  |  | PH                           | HCV |  |  |  |  |                              |  |    |     |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 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:

**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.

*Currently, HACSB has 1,658 applicants on the Section 8 waiting list, down from close to 6000 for the FY 2018 Annual Plan, due to a waiting list purge. The snapshot below demonstrates the current make-up of the Authority's applicants, including breakdown of most needed unit size, income level, etc. Extremely low-income households continue to be the income level with the highest need for affordable housing. The waiting list data also confirms the need to assist a variety of households with differing demographics, including those with special needs and low-income seniors on fixed incomes. Annually, HACSB calls for 75% of new Section 8 admissions to qualify as "extremely low" income households. Additional action steps include affirmatively marketing and collaborating with local agencies that assist seniors and persons with disabilities; adoption of policies to support and foster working households; and continuing outreach to private property owners for promotion of the Section 8 program.*

09/01/2017

9:49:23 AM

jschi

Section 8 Wait List - RF Using In

ORDER BY ZIP\_CURR ASC ; APP\_ID DESC

**Applicant Statistical Reporting****App Stats - Standard Detail**

'(#2) Section 8'

Ten Income Table: 2017IncomeLimits

33

z:\hms\reports\appssinc.qpr

| Name | Current Address | Appl ID | Original Date | Status Date | User Status | B R M | Head # in Fam | Family Income | Median Income | E T E I L A | S S D N | Day or Home | Age   | Phone |
|------|-----------------|---------|---------------|-------------|-------------|-------|---------------|---------------|---------------|-------------|---------|-------------|-------|-------|
| HOH: | 1658            |         |               |             | Average:    |       | 2.24          |               | 31,969.11     |             |         |             | 40.48 |       |

\* Counts/Percentages based on criteria chosen \*

\* HOH/members can have multiple race codes \*

\* HOH only - near-elderly counts \*

|                                 | Count | PCT      | Avg Age |
|---------------------------------|-------|----------|---------|
| Male:                           | 484   | 29.1918% | 42.58   |
| Female:                         | 1171  | 70.6273% | 39.57   |
| (no gender):                    | 3     | 0.1809%  | 56.67   |
| Elderly:                        | 435   | 26.2364% | 62.20   |
| Non-Elderly:                    | 1223  | 73.7636% | 32.75   |
| Near-Elderly:                   | 281   | 16.9481% | 48.68   |
| Disabled:                       | 632   | 38.1182% | 44.91   |
| Non-Disabled:                   | 1026  | 61.8818% | 37.74   |
| Non-Disabled/Near-Elderly:      | 776   | 46.8034% | 29.75   |
| Race-White:                     | 1157  | 69.7829% |         |
| Race-Black/African American:    | 202   | 12.1834% |         |
| Race-Amer Ind/Alaska Native:    | 83    | 5.0060%  |         |
| Race-Asian:                     | 43    | 2.5935%  |         |
| Race-Nat. Hawaiian/Pacific Is.: | 42    | 2.5332%  |         |
| Race-Other:                     | 1     | 0.0603%  |         |
| Race-Declined:                  | 0     | 0.0000%  |         |

|             |     |          |       |
|-------------|-----|----------|-------|
| Ethnic:     | 695 | 41.9180% | 33.94 |
| Non-Ethnic: | 963 | 58.0820% | 45.19 |

Families with Federal Preference:

Families with Local Preference:

PHA Employee:

Families with Elderly:

Families with Disabilities:

Families with Children:

**Statistical Summary I**

|                                     | Count | PCT       |
|-------------------------------------|-------|-----------|
| H-Head of house:                    | 1658  | 100.0000% |
| S-Spouse:                           | 0     | 0.0000%   |
| K-Co head:                          | 0     | 0.0000%   |
| F-Foster child:                     | 0     | 0.0000%   |
| Y-Youth:                            | 0     | 0.0000%   |
| E-FT Student:                       | 0     | 0.0000%   |
| L-Live in aide:                     | 0     | 0.0000%   |
| A-Other Adult:                      | 0     | 0.0000%   |
| U-Unborn child:                     | 0     | 0.0000%   |
| (no member type):                   | 0     | 0.0000%   |
| # of Bedrooms                       |       | PCT       |
| 0 -                                 | 10    | 0.1990%   |
| 1 -                                 | 1131  | 60.1317%  |
| 2 -                                 | 396   | 31.2671%  |
| 3 -                                 | 100   | 6.0998%   |
| 4 -                                 | 20    | 2.1989%   |
| 5 -                                 | 1     | 0.1036%   |
| 6 -                                 | 0     | 0.0000%   |
| 7 -                                 | 0     | 0.0000%   |
| 8 -                                 | 0     | 0.0000%   |
| over 8 -                            | 0     | 0.0000%   |
| Ten Median Income: 2017IncomeLimits |       |           |
| 30% of Median(Ext. Low):            | 1128  | 68.0338%  |
| 50% of Median(Very Low):            | 327   | 19.7226%  |
| 80% of Median(Low):                 | 90    | 5.4282%   |
| Not Low:                            | 113   | 6.8154%   |
| Tax Median Income:                  |       |           |
| Tier - 1:                           |       | 0.0000%   |
| Tier - 2:                           |       | 0.0000%   |
| Tier - 3:                           |       | 0.0000%   |
| Tier - 4:                           |       | 0.0000%   |
| Tier - 5:                           |       | 0.0000%   |
| Not Low:                            |       | 0.0000%   |

**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\(b\)](#)

*HACSB's entire public housing portfolio has been repositioned through RAD, and therefore only maintains waiting lists for the Housing Choice Voucher program. HACSB utilizes a user-friendly, accessible on-line application process on the agency website. HACSB has established annual admissions goals for the Voucher program, which includes provisions for deconcentration of poverty and income mixing. These admission goals conform to HUD guidelines for new admissions and include targeting of extremely-low income families.*

*For the Housing Choice Voucher program, HACSB now utilizes two separate waiting lists: Tenant-Based and Project-Based. Waiting lists use pertinent applicant information, such as date and time of application and local ranking preferences (Veteran, living or working locally, involuntary displacement) to appropriately determine waiting list position. Waiting lists are updated and purged regularly in order to maintain an accurate record of the households requesting housing assistance.*

*A revision of the Housing Authority of the City of Santa Barbara's (HACSB) Housing Choice Voucher Administrative Plan was completed since last Annual Plan submission. A copy is provided in conjunction with the Annual PHA Plan (**Attachment A**).*

**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. An exception to this definition will be made for changes in the use of Capital Fund dollars as a result of conversions under the Rental Assistance Demonstration Program, or any of the above that are adopted to reflect changes in HUD regulatory requirements, such changes will not be considered significant amendments by HUD.

*Therefore, the Housing Authority defines significant changes to the Agency Plan to be:*

- *Changes to tenant/resident admissions policies;*
- *Changes to the termination policy;*
- *Changes to the tenant/resident screening policy;*
- *Changes to rent policies; and*
- *Changes to the organization of the waiting list.*

**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\(c\)](#))

| FINANCIAL RESOURCES:  |                     |  |
|---|---------------------|--|
| Planned Sources   | Planned \$          | Planned Uses   |
| 1. Federal Grants   |                     |  |
| a) Annual Contributions for Section 8 Tenant-Based Assistance | \$24,500,000        |  |
| b) Resident Opportunity and Self-Sufficiency Grants           | \$148,000           | Rental Assistance                                      |
| c) Shelter Plus Care  | \$575,000           | Section 8 HCV Supportive Services                      |
| d) Section 8 FSS Coordinator                                  | \$132,000           |  |
| 2. Non-federal sources  |                     | Operations, Supportive Services & Capital Improvements |
| Dwelling Rent local programs                                  | \$12,000,000        |  |
| <b>Total Resources</b>  | <b>\$36,355,000</b> |  |

**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.

*HACSB's Fair Market Rent (FMR) jurisdiction is included with the entire County of Santa Barbara in one Metropolitan Statistical Area, and as a result, HUD's approved FMRs have historically been unrealistically low for rents on the South Coast of Santa Barbara. After several years of formal requests submitted to HUD for an increase in exception payment standards, an approval was granted for 141% above publicized 2016 FMRs for the South Coast area of Santa Barbara County. The approved rents are referred to as Exception Payment Standards. Despite this increase, with a vacancy rate of less than 1%, Santa Barbara area rental rates continue to climb creating a serious hardship for Voucher holders trying to lease up in a competitive rental market with exception payment standards not reflective of the current market. For this same reason, HACSB will be pursuing an upward adjustment of the published FMR for FY 2018, effective October 1, 2017, and of the Payment Standards above the standard range of 120% of FMRs. If HACSB is not provided relief through these requests, we will continue to use the Exception Payment Standards granted in 2016 allowing 141% above publicized 2016 FMRs.*

**FAIR MARKET RENT-ADJUSTMENTS AND PERCENT OF INCREASE**

| Unit Size                                  | SRO         | STUDIO      | 1-BR        | 2-BR        | 3-BR        | 4-BR        | 5-BR        |
|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| FMR EFFECTIVE 10-01-16 FY 2017             | 848         | 1131        | 1323        | 1555        | 2128        | 2483        | 2855        |
| 141% Exception rents Approved 05-02-2016   | 1126        | 1501        | 1725        | 2045        | 2812        | 3258        | 3747        |
| <b>Payment Standard Adopted 05-02-2016</b> | <b>1031</b> | <b>1375</b> | <b>1600</b> | <b>2045</b> | <b>2800</b> | <b>3250</b> | <b>3700</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.

*HACSB addresses VAWA in the Section 8 Housing Choice Voucher Administrative Plan and has updated its policy to account for changes per HUD's final rule implementing Violence Against Women Reauthorization Act 2013 published November 16, 2016, including adding Emergency Transfer Plan, updated required HUD forms and Non-Citizen VAWA Self-Petitioner Verification Procedures. HACSB is in continuous contact with county and city agencies, including law enforcement agencies, for cases with domestic violence activity. Additionally, staff undergo regular, extensive training through local domestic violence service providers. In summary, HACSB follows the VAWA program policies and regulations with the goal of providing safeguards for families falling under the VAWA related program requirements and refer households, as needed, to local domestic violence service provider partners.*

**B. New Activities.****2**

(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.

*HACSB plans to fully maximize the allowed threshold of Project Based Vouchers under HR3700. Currently the Housing Authority has 421 PBVs allocated and/or utilized (as noted in table below), leaving vouchers available for utilization to remain under the allowed percentage to still be under the budget and unit authority limit.*

| Non-RAD Project Based Voucher Allocation for FY 2018 |                            |                   |
|--|----------------------------|-------------------|
| Agency / Property                                    | Units Authorized/Allocated | Status            |
| Mental Wellness Center Santa Barbara                 | 26                         | HAP               |
| CHC/Faulding   | 20                         | HAP               |
| CHC/Sola   | 7                          | HAP               |
| CHC/1409 Castillo                                    | 3                          | HAP               |
| St.Vincent's   | 25                         | HAP               |
| Artisan Court  | 13                         | HAP               |
| PSHH/Victoria Hotel                                  | 28                         | HAP               |
| PSHH/Victoria Street                                 | 4                          | HAP               |
| PSHH/Ladera Apts.                                    | 12                         | HAP               |
| Sanctuary/Hollister                                  | 8                          | HAP               |
| Bradley Studios                                      | 13                         | HAP               |
| Mom's/Transition House                               | 8                          | HAP               |
| Peoples Self Help Housing -Jardin de Las Rosas       | 8                          | HAP               |
| Grace Village (Under construction)                   | 35                         | AHAP              |
| 813 East Carrillo - Johnson Court                    | 16                         | Commitment Letter |
| Gardens on Hope                                      | 89                         | Commitment Letter |
| <b>Total</b>   | <b>315</b>                 |                   |

**B. Progress Report.****3**

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

**Goal 1. Create and preserve quality affordable housing opportunities for the community.**

*The Housing Authority has made significant progress in meeting this goal. Since publishing the 5-Year Plan in 2015, HACSB purchased a 19-unit open-market apartment complex in order to preserve its affordability for the in-place seniors and families in perpetuity; HACSB intends to purchase Garden Court on De La Vina, a 98-unit service-enriched LIHTC development; HACSB is actively planning several developments to serve the varying needs in the Santa Barbara community: 17-units for homeless Veterans, 90-units for frail seniors, and 58-units for the aging baby-boomer population (currently under construction); HACSB purchased an 8-unit LIHTC apartment complex in order to preserve housing currently utilized by residents with severe mental illness; the Housing Authority supported the City of Santa Barbara in purchasing and refinancing a 50-unit privately owned, low-income housing complex, Presidio Parks Apartments, in order to maintain long-term affordability; last year the Housing Authority aggressively, and successfully, advocated for HUD to allow for an increase in the Exception Fair Market Rents for the South Coast of Santa Barbara County; and HACSB partnered with a private landlord to utilize the Continuum of Care rental subsidy program to house chronically homeless women in a 5 bedroom/5 bath single family home.*

**Goal 2. Utilize Housing Authority resources in an efficient, coordinated and result-oriented manner.**

*Annually, each department at the Housing Authority reviews and updates its Annual Action Plan and reports on their progress. This keeps staff/departments results-oriented and accountable. Additionally, HACSB each year updates its agency-wide Annual Action Plan as part of its annual budget process and in alignment with the 5-Year Action Plan. Day-to-day operational procedures are continually evaluated to determine efficiency and efficacy in service delivery. Several physical alterations were made to offices to enhance service delivery to clients, including providing privacy. Additionally, a review of security protocols and procedures was reviewed. This resulted in staff training on emergency situations, including active shooter response training and installing security cameras.*

|   |  |
|---|--|
|   | <p><b>Goal 3. Strengthen the agency's financial position and its ability to respond to shifting economic conditions.</b><br/> <i>Through prudent efforts in obtaining development fees, HACSB has set our agency's financial position on sound footing. HACSB is continually in the process of seeking out other revenue sources to sustain and develop new housing programs. The repositioning of the HUD-assisted Public Housing inventory into a more fiscally sound platform has allowed HACSB to be able to generate much needed funds both for rehabilitation of current properties and the development of more units thereby ensuring the long term viability of the existing affordable housing units. The Housing Authority additionally continues to maintain a healthy economic mix of low income residents in various housing programs, including work force individuals and families. HACSB recently adopted a policy for the Non-HUD program allowing our agency to serve working families and individuals earning up to 120% AMI.</i></p> <p><b>Goal 4. Promote and secure services for Housing Authority residents and participants.</b><br/> <i>The Housing Authority continues to actively promote and augment its Resident Services programs. Programs and events promoting self-sufficiency, higher education, community resources and family support have been added regularly to HACSB's offerings to participant families. Additionally, HACSB continues its vital partnerships with community agencies to offer counseling, case management, referrals for health care needs, etc. to participant seniors, families and disabled individuals. A pilot program this year, Health, Access, Care &amp; Coordination, targeting low-income Medi-Cal recipients with the goal of increased access to health care services was an extremely successful collaboration for HACSB and its residents, and we are in the process of securing additional funding to continue the program. A second pilot program this year, Earn and Learn, supported low-income youth interested in gaining skills necessary to enter the job market through partnering with local employers for internships. The program was also extremely successful and HACSB is researching future funding options. The Housing Management Department and Resident Services will continue to develop concrete metrics to measure the effects of our programs and services provided to clients.</i></p> <p><b>Goal 5. Foster a culture of excellence and innovation in our work environment.</b><br/> <i>Twice a year HACSB gathers staff together to re-evaluate process, progress and our core values of compassion, commitment, cooperation, competence and communication. HACSB has maximized its use of technology for innovation and efficiencies through creation of a user-friendly website. Access to information and the application process has been enhanced by the new site. Additionally, HACSB has increased its use of social media to outreach and promote its program and successes to the community. Availability of training is ongoing and several times a year staff attend job-related training at the local community college, such as computer efficiency. Additionally, staff has received training on a variety of topics including Fair Housing, Domestic Violence, Housing Quality Standards, Leadership Development, Rent Calculation and Low Income Housing Tax Credit program compliance and financing.</i></p> <p><b>Goal 6. Promote HACSB's role in a "Sustainable Community".</b><br/> <i>Housing Authority staff continue to represent HACSB on several task forces, boards and commissions in the community in order to promote a positive image and increase involvement in community issues. Conservation, recycling and use of recycled materials in construction related activities continues to be encouraged with contractors, residents and vendors. Energy efficient hybrid vehicles continue to replace gas-powered vehicles upon turnover of HACSB automobiles.</i></p> <p><b>Goal 7. Strengthen partnership with the City to develop and maintain affordable housing, furthering HACSB's mission.</b><br/> <i>Housing Authority staff continue to work closely with City of Santa Barbara staff on the City's annual Consolidated Plan and Housing Element updates to ensure affordable housing elements are in line with policy. Additionally, HACSB will be partnering with the City of Santa Barbara in developing the Assessment of Fair Housing Plan due for submission in 2019.</i></p> |
| <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<br/> <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. – See Attachment C</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. – See Attachment C</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<br/> <input 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> <p><i>Authority staff will meet with public housing resident groups on October 11 &amp; October 16, 2017 and November 8, 2017.</i></p>   |
| <b>C.<br/>4</b> | <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. – See Attachment C</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).</p>   |
| <b>D.<br/>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.</p> <p><i>See HUD Form 50075.2 approved by HUD on 02/03/2015. See also “Annual Statement of Capital Improvements” for the Capital Fund Program for Fiscal Year 2018.</i></p> <p><i>N/A – As the Housing Authority no longer has Public Housing units within its inventory, the Authority will no longer be eligible for funding under the Capital Fund Program and thus, will not be submitting any CFP Annual Plans or 5 Year Action Plans.</i></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\(j\)](#))

☒ **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\(o\)](#))

**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.

# Section 8

## Administrative Plan for the Housing Choice Voucher Program

Summary of changes to the Section 8 Administrative Plan for the  
Housing Choice Voucher Program

## Summary of Changes:

### **Throughout Policy**

There were necessary changes through the policy to change references to PIH notice numbers and CFR citations. This was a result of newly published or renewed guidance new guidance from HUD.

### **Chapter 3**

Added a subsection regarding Vulnerable Youth and the definition of this population as per HUD guidance.

Expanded student status definition to mirror IRS guidelines of dependent student. Definition matches that found throughout the remainder of the Policy in regards to student definition.

### **Chapter 4**

Modified the existing policy of maintaining one central Section 8 waiting list to now creating 1 tenant-based waiting list and a 1 project-based Section 8 lists. This will not impact current Section 8 applicants.

### **Chapter 8**

Added new Initial Inspections subsection and updated the policy to reflect HUD's new regulations about the timing of initial inspections. No HACSB procedures modified.

### **Chapter 10**

Added language to be compliant with the Violence against Women's Act in regards to emergency transfers. HACSB was already allowing transfers for VAWA victims.

### **Chapter 15**

Added examples and further defined shared housing in regard to payment standards and utility allowances. No HSCB procedures modified.

### **Chapter 16**

Updated VAWA exhibits were included in Chapter 16 to comply with HUD's newly published Notices.

Updated exhibit 16-1 Sample Notice of Occupancy Rights under the Violence Against Women's Act, FORM HUD-5380

Updated exhibit 16-2 Certification of Domestic Violence

Added exhibit 16-3 Emergency Transfer Plan for Victims of Domestic Violence

Added exhibit 16-4 Emergency Transfer Request for Certain Victims of Domestic Violence

## **Chapter 17**

Added the following in regards to the PBV Program: definition of units that are not subject to the PBV program limitation, Exceptions to 25 per Program cap, and Projects not Subject to a Project Cap. This chapter was updated to reflect the new HUD guidance. Changes do not reflect a major HACBS procedural change.

## **Chapter 18**

New chapter which was added to specifically address the RAD PBV program. We previously had a section in Chapter 17 dedicated to RAD PBV but have expanded it to an entire chapter. This chapter has not resulted in a change of HACSB procedures.