

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>City of Glendale Community Housing Division</u> PHA Code: <u>AZ003</u> PHA Type: <input checked="" type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/01/2010</u>					
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>155</u> Number of HCV units: <u>1054</u>					
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
					PH	HCV
PHA 1:						
PHA 2:						
	PHA 3:					
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.					
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <u>To promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination.</u>					

5.2

Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

Goal: Provided funding exists, increase the current level of affordable housing for as many very low, low, and moderate income families as possible by maximizing voucher usage.

Objective: Provided adequate funding is made available, increase the current level of affordable housing stock and maximize voucher use through voucher lease up efforts and payment standard management.

Objective: Work to collect HAP overpayments due to landlord foreclosures

Goal: Continue to provide an improved living environment.

Objective: Complete HQS on all Section 8 and public housing units annually.

Objective: Continue to partner with city Public Safety to provide ongoing police support and presence, to continue to lower crime rates in the rental communities. Complete the Annual safety and security analysis via City's Homeland Security Plan and PD's Crime Prevention Team.

Objective: Continue to modernize Public Housing kitchens and bathrooms as funding becomes available.

Goal: Partner with and educate landlords to maximize effectiveness of the Section 8 program.

Objective: Work with landlords to educate them on successful landlord practices.

Goal: Work toward making public housing properties as energy efficient as possible.

Objective: Educate tenants on appropriate water savings and energy savings.

Objective: Continue to replace aging HVAC units, windows and doors with more efficient products as funding becomes available.

Goal: Do not over lease the Section 8 program.

Objective: Given the unpredictable changes in the economy and tenant income, balance the number of vouchers with the HAP payments within the confines of available funding.

Goal: Ensure equal opportunity and affirmatively further fair housing.

Objective: Continue to use preferences for application/wait list process for elderly and disabled applicants.

Objective: Refer Section 8 families to Community Legal Services for issues brought to our attention.

GOALS AND OBJECTIVES FROM PREVIOUS FIVE-YEAR PLAN

Goal: Expand the supply of assisted housing

Objective 1: Leverage private or other public funds to create additional housing opportunities

Outcome-: Given the downturn in the economic condition and the availability of funding, all funds were used to sustain the number of families currently on the Section 8 program. Through LITHC, refer local non-program families to local complexes.

Objective 2: Through landlord marketing, encourage rental property participation in the Section 8 program and work to maintain current relationships despite lower published FMR and funding cuts.

Outcome -: This goal was met with success. Landlord marketing has increased rental property participation in the Section 8 program. The economy and local housing market has brought in influx of rental units available for Section 8 families in all areas of the city, which has improved deconcentration efforts.

Goal: Improve the quality of assisted housing.

Objective: Increase customer satisfaction (maintenance):

Outcome: Successful. Based on conversations with tenants and the results of an ongoing resident-satisfaction survey, customer satisfaction continues to remain high.

Objective: Renovate or modernize public housing units.

Outcome: Every year during this 5 year cycle, CHD applied for and received CDBG funds, which in addition to CFP funds were used to modernize and beautify the public housing communities. In addition, \$319,325 of ARRA Capital Funds were received in FY 09-10 which were used to modernize 51 public housing kitchens with American made cabinets, countertops, low water usage faucets. Additional capital funds were used to include energy star appliances.

Other objectives: Continue to offer Section 8 homeownership as an option to renting, offer homeownership counseling and access to public housing residents, maintain a 100% inspection rate for all public housing and voucher rental units, and enforce housing quality inspection standards for 100% of units rented under the administration of the Section 8 program.

Outcomes: Tenants are offered homeownership counseling, and CHD partners with local homeownership counseling and down payment assistance agencies to provides information on resources that may prepare residents for homeownership. The 100% inspection rate has been maintained and 100% of the HQS standards have been met.

Goal: Increase Assisted Housing Choices

Objective: Conduct outreach efforts to potential voucher landlords

Outcome: Conducted outreach efforts to potential landlords outside of the 85301 zip code to educate them about the Section 8 program, which resulted in contacts with 24 new landlords.

Objective: Implement voucher homeownership program:

Outcome: Ongoing while home prices have fallen dramatically, credit is tight and lending is difficult at best. Families are encouraged to seek credit counseling preparedness.

Goal: Provide an improved living environment.

Objective: Enhance security, privacy, modernization and site beautification and improve the "curb appeal" of the public housing communities.

Outcome: Upgraded lighting in public housing complexes. Police officer assigned to community public housing has resulted in low crime statistics. Completed exterior beautification and interior modernization projects

Goal: Promote self-sufficiency and asset development of assisted households

Objective: Increase the number and percentage of employed persons in assisted families by continuing to offer ROSS onsite self-sufficiency program.

Outcome: CHD's ROSS grant 2007 application was rejected by HUD for HUD auto-fill forms that were out of CHD control. CHD continually provides links to local agencies and services providing programs that include classes such as managing money, apply for jobs, interview workshops,

Goal: Ensure Equal Opportunity and affirmatively further fair housing.

Objective: Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, family status, and disability.

Outcome: Successful. CHD continues to use preference points for application/wait list process for elderly and disabled applicants. CHD also continues the long standing policy of equal opportunity application process by consistently administering policies for all applicants.

Other PHA Goals and Objectives

Goal: Provide assistance to as many very low, low, and moderate income families through voucher utilization as federal funding levels will allow.

Outcome: Due to the fact that our HAP payments continually increase, we have had a reduction in the number of vouchers being utilized, we have been unable to increase the number of families assisted. This will continue to be the case if funding remains consistently insufficient.

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures – allow applicant one time return to the waiting list if request is made in writing within 60 days of purge/drop or eligibility appointment; enhance definition of homeless person preference; working preference to include at least six months of consecutive employment immediately prior to eligibility. Operation and Management – procedures for termination of Section 8 contracts for insufficient funding; for Section 8 families who transfer, may be terminated if they leave the unit damaged and do not resolve with the landlord. Glendale will not continue to assist a family who does not respect the property of a Glendale landlord; EIV changes to verification of citizenship, per EIV training, Protecting Tenants at Foreclosure Act; definition of extreme failed housekeeping that is an emergency HQS fail for health and safety.</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. City of Glendale website, www.glendaleaz.com, Glendale Community Housing Administrative Offices, 6142 N. 61st Ave., Glendale, AZ.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Currently there are 729 families on the waiting list for Section 8, and 798 families on the waiting list for Public Housing. CHD owns and operates 155 public housing units, and there are 1054 baseline vouchers allocated for the Section 8 HCV program. Within the jurisdiction of the City of Glendale, according to the American Community Survey for 2006-2008, there are 28,029 renter-occupied units, which is 37% of the total occupied housing units in the City. The majority, 31%, of these occupancies are a 1-person household, which is in line with those on the public housing 1BR waiting list at 34%. Those 2 household members in Glendale account for 25% of the occupied units and the residents on the waiting list for a 2 bedroom unit is 29% of the list. 27.2% of Glendale renters are 4 or more person households and 12% of those on the public housing waiting list are awaiting a 4 bedroom unit. It is difficult to compare housing size of Glendale renters and those on the waiting list, because the census data does not provide information on how many renters occupy each bedroom, and CHD requires that bedrooms be shared, i.e. a 4 member household may be required to occupy a 2 bedroom unit. Further, we do not track bedroom size for those on the S8 waiting list. Approximately 18% of Glendale residents are age 55 or older. On the waiting list, 9% and 8% of those on the waiting list for S8 and PH respectively are elderly. 11% of those on the waiting list for S8 and 6% on the list for PH are disabled. CHD is not challenged with housing units for elderly or disabled. 36% of the Glendale's population is Hispanic or Latino, while 4.9% are Black or African American, and 53.2% are white. The waiting list for S8 consists of 36% black, and 26% for public housing. Hispanic background is 30% of the waiting list for S8 and 36% for public housing. White is 60% of the waiting list for S8 and 67% for public housing. Compared to the general populous, black are 5%, Hispanic are 36%, and white are 53% of Glendale's total population. As such, it appears that the needs of each group are being met. Of the 173,666, Glendale residents who are 16 or older and eligible to work, 63% are employed, and 32% are not in the labor force. Of the 76,262 families whom are employed, 6.4% make less than \$10K, while 26% make \$10K-\$35K. Although we don't know what the income is of those on the waiting list until eligibility, we do utilize the income limits set forth by HUD based on the various family sizes.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. Given the current local housing market, there is an excess of rental units available in all areas of the city, which benefit our clients deconcentration. those on the waiting list mirror the general population. CHD will continue the commitment to improve and enhance the physical condition, curb appeal, and site beautification of the current Public Housing properties. We will also continue to provide self-sufficiency and skills enhancement incentives for rental housing or homeownership. Section 8 families will continue to be encouraged to move toward employment and independence from housing assistance into market rate rental housing or homeownership. Assisting families to achieve independence will help stabilize the community and increase the availability of assisted housing to other families on the waiting list. CHD has adopted rental policies to support and encourage work.</p>

<p>10.0</p>	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan. Glendale Housing’s program management continues with its accomplishments within both programs, Conventional Public Housing and Section 8 Housing Choice Vouchers. The goals and objectives that were established in the fiscal year 2005-2009 Five Year Agency Plan continue to be met and exceeded, although changes in funding levels have recently placed limitations on program growth.</p> <ul style="list-style-type: none"> – Added several local apartment complexes and private landlords to our list of existing Section 8 rental stock, which increased the housing choices available to our participants. – Received CDBG grant funds in all fiscal years of the previous 5-year plan totaling over \$500,000, which supplemented the Public Housing Capital Fund Program – Received \$319,325 in ARRA formula CFP funding which was obligated and expended within 3 months of receipt of award. The modernization of kitchens through this fund source was toured and publicly lauded by HUD Deputy Secretary Ron Sims during a local visit. – Received High-Performer rating in PHAS score for each of the five years covered by the 2005-2009 Five-Year Plan. – Received High-Performer rating in SEMAP score for three of the five years covered by the 2005-2009 Five-Year Plan. <p>Budget issues continue to be of concern not only with HUD-based funding, but with City funding as well. However, the need for assisted housing continues to grow, as a sluggish economy and higher than normal unemployment figures first hits those families who live paycheck to paycheck. We are committed to and look forward to continuing the success that this HA has achieved in the past. We also look forward to expanding and continuing partnerships that will ensure the quality of life for the participants of our programs.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>a. Substantial Deviation from the 5-Year Plan Shall be defined as a collective change in the Glendale Community Housing Division’s 5-Year Plan including Capital Fund use that would impact the Division’s ability to meet the goals and objectives outlined in the 5-Year Plan or its ability to provide decent, safe and sanitary housing.</p> <p>b. Significant Amendment or Modification to the Annual Plan Shall be defined as a change of a significant nature to the rent, admissions policy, or waiting list, not set forth by federal regulatory requirements, which would result in a change to the Annual Plan.</p>

<p>11.0</p>	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
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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 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

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

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

Statement of Financial Resources

**City of Glendale Community Housing - AZ003
 Annual Plan FY 7/2010**

Sources	Dollar Amount	Comments
Federal Grants Estimated - 2010-11		
- Public Housing Operating Funds	\$419,007	
- Public Housing Capital Fund	\$250,000	
- Annual Contrib. for Sec. 8 Tenant-Based Assist.		
a) Housing Assistance Payment	\$7,211,303	
b) Administrative Funding	\$686,124	
- Community Development Block Grant	\$204,000	Public Housing Improvements
Public Housing Dwelling Rental Income	\$342,783	Public Housing Improvements & Administrative Costs
Other Income - City of Glendale	\$481,920	Public Housing Improvements & Administrative Costs
Total Resources	\$9,595,137	