

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 08/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Raleigh Housing Authority</u> PHA Code: <u>NC-002</u> PHA Type: <input 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>04/2012</u>																										
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>1419</u> Number of HCV units: <u>3869</u>																										
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																										
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program		PH	HCV	PHA 1:						PHA 2:						PHA 3:					
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<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.																										
<b>5.1</b>	<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: <b>to provide safe, quality, affordable housing to low and moderate income families in the Greater Raleigh community; and to promote personal responsibility and self-sufficiency of residents while maintaining the fiscal integrity of the agency.</b>																										
<b>5.2</b>	<b>Goals and Objectives.</b> 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. <ul style="list-style-type: none"> <li>• <b>RHA continues to work toward the redevelopment of the Walnut Terrace property. RHA did not receive HOPE VI funding for a fifth time and is now completing the redevelopment without HOPE VI funding. RHA has secured HUD approval of its Development Proposal. RHA has also secured disposition approval to sell four units on Ellington Street and up to 100 single family homes to generate proceeds to apply toward the redevelopment. The net proceeds will be used to fund infrastructure and public housing units. As of 4/1/12 the demolition will be completed and installation of infrastructure will be well underway. RHA intends to construct 117 public housing units on the new Walnut Terrace site.</b></li> <li>• <b>See Attachment A for the Goals and Objectives Updates</b></li> </ul>																										
<b>6.0</b>	<b>PHA Plan Update</b> (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: <b>Deconcentration Policy Update; Adoption of a Work Preference to address Deconcentration findings, and the redevelopment of Walnut Terrace without HOPE VI funding</b> (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. <b>Information can be viewed at 900 Haynes Street with supporting information also available at the management offices.</b>																										
<b>7.0</b>	<b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable. See Attachment B for information.</i>																										
<b>8.0</b>	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.																										
<b>8.1</b>	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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. <b>This information is provided in a separate file attachment.</b>																										
<b>8.2</b>	<b>Capital Fund Program Five-Year Action Plan.</b> 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. <b>This information is provided in a separate file attachment.</b>																										
<b>8.3</b>	<b>Capital Fund Financing Program (CFFP).</b> <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.																										

9.0	<p><b>Housing Needs.</b> 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.</p> <p><b>RHA analyzed the applicants on its voucher and conventional public housing waiting lists. A chart of this analysis is included in Attachment C. The waiting list for public housing has increased by 18% while the voucher waiting list has declined by 38%. The voucher waiting list decrease is the result of leasing up 300 new vouchers and the updating of the waiting list. The demand for families with children, and able-bodied singles increased by several percentage points. There was a decrease for elderly (3%) and disabled (2%) applicants. On the public housing waiting list there was a 6% increase of families with children, and 9% increase for elderly families. There was a 7% decrease for persons with disabilities and 4% decrease for able-bodied singles. Public housing also saw a 4% decrease in applicants seeking one bedroom units. There were slight increases in demand for the other bedroom sizes. The racial composition of the waiting list has remained stable at 88% African American and 11% white. The City of Raleigh’s consolidated plan continues to assign top priority to the development of housing for very low income renters, housing for the homeless, supportive housing for the elderly and disabled, and assistance for low and moderate income buyers. Attachment C has additional information.</b></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. RHA’s waiting lists remain open and continue to receive and process applications for housing assistance. Despite the absence of HOPE VI funding for public housing replacement units at Walnut Terrace, RHA has secured HUD approval to replace 117 public housing units on the site. More detailed information is provided in Section 6.0 above. The majority of the replacement units are one and two bedroom units which is reflective of 85% of the applicants on the waiting list.</b></p>
10.0	<p><b>Additional Information.</b> 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. <b>See Attachment A</b></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification” <b>These changes are items that would affect a majority of program participants. If the change is only a short term change, i.e. less than one year, then it is not considered significant. Changes that cause large sections of the current plan to be out of date or inaccurate or result in changes in the way that RHA delivers its services would be cause to amend or modify the plan during the program year. An example of this change would be changing to a Moving to Work agency.</b></p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> 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>

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](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.

**Raleigh Housing Authority**  
**Attachment A**  
**Goals and Objectives Updates 2012– 2013**

**Goal: *Expand the Supply of Quality Assisted Housing.***

- By removing Walnut Terrace, RHA will temporarily decrease its supply of public housing until the community can be rebuilt. The Walnut Terrace property had a high concentration of very low income families and the units completely lack accessibility features and amenities such as air conditioning. Through redevelopment, RHA will diversify the incomes of the community and return high quality units that meet accessibility standards to the site. When completed, RHA estimates 304 new residential rental units will be returned to the site.
- As part of the redevelopment, RHA will be selling up to 100 of its single family home public housing units to generate proceeds to pay for new public housing on the Walnut Terrace site. RHA submitted its application to HUD's Special Applications Center on 8/31/10 and as of 10/4/11 still has not received written approval. There are other dispositions planned for non-dwelling buildings and these are addressed in Attachment B. RHA will also be seeking HUD approval to sell 12.03 acres of the Walnut Terrace site to RHA's wholly-owned, non-profit subsidiary.
- RHA has received 300 replacement vouchers. These vouchers have been leased and the voucher program is fully leased.
- RHA will consider project-basing up to 5% of its vouchers if necessary to redevelop Walnut Terrace. Since RHA has been unable to secure a HOPE VI grant it is necessary to pursue other funding streams. RHA will need a means of leasing the units to enable extremely low income persons to receive rental subsidies equivalent to public housing.
- Renovate and modernize the remaining public housing units. RHA will direct its public housing funding toward making improvements to existing communities to improve safety, amenities, curb appeal, and other features to ensure comparability to market rate properties. When units vacate, RHA is completing modernization items such as replacing kitchen and bathroom cabinetry, sub-flooring as well as floor coverings, and roofs.

**Goal: *Improve the Quality of Assisted Housing***

- Maintain "High Performer" designations for both the public housing and Housing Choice Voucher management assessment systems.
- Continue to develop and implement strategies to improve the quality of the units under the voucher program. This includes enforcement of HQS standards, outreach to new landlords with high quality rental units, requiring that pre-1978 units are certified as lead-safe, and encouraging residents to seek out high quality rental units in all areas of Wake County.
- RHA will continue to hold landlord briefings on at least a bi-annual basis to recruit new landlords as well as providing detailed information to existing landlords to ensure they are up to date on current program operations and requirements. RHA also promotes the voucher program to the landlords that attend the three landlord training programs offered each year by the City of Raleigh.

**Goal: *To Provide an Improved Living Environment***

- RHA will continue to work with the Raleigh Police Department to address any areas with security concerns or criminal activity. This includes providing the police with units from which to conduct surveillance as well as sharing information on criminal activity. The police currently have two units they are utilizing.
- Maintain or install security cameras where necessary and as funding permits.

- Continue to welcome area service providers into RHA's communities to provide supportive services and to address the social needs of the families. RHA will consider entering into partnerships with non-profits to assist up to 50 families per year.
- Continue to work with the City of Raleigh and One Economy to provide free wireless service in public housing communities. This service is funded by the RHA's partners. Chavis Heights and Heritage Park have wireless service. Using the Broadband Technology Opportunities Program, RHA is working with One Economy Corporation to install wireless in Capitol Park, Eastwood Court, Kentwood, Mayview, Stonecrest, and the Oaks. The installation should be completed in 2012. Residents will receive free wireless internet service for two years and subsidized service for three more years.

***Goal: Ensure Equal Opportunity and Affirmatively Further Fair Housing.***

- Continue to hire bilingual staff with the language skills to assist RHA's diverse clientele.
- Market RHA's programs widely in the community to promote the programs to all races and ethnicities.
- Regularly monitor RHA's waiting list to ensure diversity.
- Redevelop/renovate older communities to improve accessibility.
- Continue participation in the City of Raleigh's Landlord Training Program to recruit new landlords for participation in the Housing Choice Voucher Program and to serve all neighborhoods in the City and Wake County.
- Update the Limited English Proficiency Plan to determine how best to serve residents for whom English is not their first language.
- Complete an internal review of fair housing policies and practices and make adjustments as needed to comply with fair housing requirements and to affirmatively further fair housing.

Attachment B

Statement of Financial Resources

**FEDERAL FUNDS APPROVED AND ALLOCATED FOR THE RALEIGH HOUSING AUTHORITY\*- Estimates Only**

<b>OPERATIONS</b>	<b>4/1/12-3/31/13*</b>
Conventional Public Housing ( <b>Estimated</b> ) ***	\$ 5,698,855
Section 8 Vouchers ****	\$28,203,151
Moderate Rehab	\$ 311,582
<b>TOTAL OPERATIONS</b>	<b>\$34,213,588</b>
<b>CAPITAL GRANTS **</b>	
Capital Fund Program	\$ 2,311,166**
Capital Fund Program (Replacement Housing Factor)	\$ 415,395
<b>TOTAL GRANTS</b>	<b>\$ 2,726,561</b>
<b>TOTAL FUNDING ALLOCATION</b>	<b>\$36,940,149</b>

\*RHA fiscal year begins April 1 and ends March 31.

\*\*Capital Fund grant is allocated yearly but spent over two years.

\*\*\*Final subsidy figures are not yet available from HUD.

\*\*\*\*Note that the majority of this funding flows through RHA to local landlords.

This information represents summary information. Financial statements and audit reports are available upon request. These numbers are estimates due to RHA not knowing exact funding levels. HUD will often provide funding levels well into the agency's fiscal year which take effect retroactively.

## Attachment C

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

Redevelopment of Walnut Terrace – The redevelopment of this public housing community has been the focus of RHA’s redevelopment efforts since 2004. After five failed attempts to secure HOPE VI Revitalization grant funding, RHA’s Board has decided to move forward with the redevelopment. There are a number of actions either planned or underway to accomplish this.

- RHA secured HUD approval to sell four public housing units on Ellington Street. These are two duplexes. These units will be sold for the highest offer. The proceeds will be used toward the Walnut Terrace redevelopment.
- Once RHA secures HUD approval, RHA will sell up to 100 of its single family homes to generate proceeds to fund replacement public housing units on the Walnut Terrace site. The HUD approval is overdue. RHA is hoping to be able to amend its disposition application to add new homes to the original application once homes that we wish to sell are identified.
- An application has been submitted to HUD to secure their approval for the sale of 12.03 acres of the Walnut Terrace property to Capitol Area Developments Inc.(CAD). CAD will secure the funding to construct tax credit and affordable market rate units on these parcels. It is anticipated that 90 tax credit senior units and 103 affordable market rate units will be constructed on this land. The sales proceeds will be applied back to the Walnut Terrace redevelopment.
- RHA has several non-dwelling buildings that may also be sold. RHA’s vacant office building at 420 N. Boylan Avenue has been vacant since 2000. This property is located in a thriving area of the city and will be sold as-is for the best price. RHA also plans to close its current warehouse facility located at 101 Authority Lane and relocate the maintenance operations to a new facility on the Walnut Terrace property.
- RHA and the City of Raleigh intend to extend their 40-year partnership to continue the lease for the Halifax Parks and Recreation Center located adjacent to Capitol Park. This lease includes a 40-year lease on the parcel of land with the building and a four-year lease on the adjoining playing field. The leases have been mutually agreed upon and have received HUD approval.
- **Project-Based Vouchers** – RHA may use up to 5% of its vouchers to project base housing assistance at the Walnut Terrace site in order to replace the units lost through demolition of the 300 Walnut Terrace units. Without grant funding it is necessary to apply other strategies that subsidize rents to the same level as public housing. Project-based vouchers are a tool for achieving this level of subsidy assistance without public housing operating subsidy.
- **Modernization** – RHA defines a unit that is undergoing modernization as a unit that needs significant repairs of a nature so as to prevent it from being habitable. This includes large-scale improvements such as sub-floor replacement, unsafe windows and doors that cannot be secured, major bathroom or kitchen repairs making these spaces unusable for an extended period of time. Mold remediation also warrants a unit being placed off line if it is widespread. Units that do not have water or electrical service due to mechanical or system failure may need to be taken off line, depending on the cause and duration. Extensive wall repairs will also be placed under modernization. The dust generated by this work is detrimental to persons with breathing disorders and could cause asthma attacks. The replacement of

floor coverings will be done at vacant unit turns and is not considered a reason to take a unit off line. Resident safety is of the utmost importance to RHA and will be a top consideration while completing work items.

- **Elderly-Designated units** – RHA has two high rise buildings designated for the elderly. These buildings are Glenwood Towers (NC002000006) and Carriage House (NC002000015) representing a total of 386 units. The HUD-approved Designation Plan provides first priority to public housing applicants 62 years and above. The plan also allows for near-elderly persons to be housed in these buildings if there are no applicants 62 and above. RHA secured HUD approval for this designation on November 2, 2007 and it is in effect until November 2012. RHA will seek to renew this designation prior to the expiration of the approval.

## Attachment D

### Housing Needs

In order to determine the housing needs for our community, RHA looked at data from its waiting lists, the City's Consolidated Plan, City's Analysis of Impediments, Wake County's consolidated Plan and other resources found on the Internet. The waiting list analysis is as follows:

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4523		2843
Extremely low income <=30% AMI	4453	98%	
Very low income (>30% but <=50% AMI)	66	1%	
Low income (>50% but <80% AMI)	4	< 1%	
Families with children	2655	97%	
Elderly families	184	4%	
Families with Disabilities	945	21%	
Able-bodied singles	739	16%	
Race/ethnicity(Black)	3819	84%	
Race/ethnicity (White)	632	14%	
Race/ethnicity (Hispanic.)	24	.005%	
Race/ethnicity (Asian)	28	.006%	
Race not provided	20	.004%	
<b>** Numbers do not equal 100% due to rounding</b>			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

### Housing Needs of Families on the PHA's Waiting Lists

Is the waiting list closed (select one)?  No  Yes

If yes:

**HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)?**

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

### Housing Needs of Families on the PHA's Waiting Lists

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	3518		
Extremely low income <=30% AMI	3487	99%	
Very low income (>30% but <=50% AMI)	30	.008%	
Low income (>50% but <80% AMI)	1	~	
Families with children	1989	57%	
Elderly families	429	12%	
Families with Disabilities	511	15%	
Able-bodied singles	589	17%	
Race/ethnicity (Black)	3097	88%	
Race/ethnicity (White)	393	11%	
Race/ethnicity (Hispanic)	21	.005%	
Race/ethnicity (Asian)	13	~~	
Race/ethnicity (Other)	15	~~	

**\*\* Numbers do not equal 100% due to rounding**

Characteristics by Bedroom Size (Public Housing Only)			
1BR	1434	41%	
2 BR	1562	44%	
3 BR	446	13%	
4 BR	72	<.02%	
5 BR	4	.001%	
5+ BR	0	~~	

### Housing Needs of Families on the PHA's Waiting Lists

Is the waiting list closed (select one)?  No  Yes

If yes:

**HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)?**

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

The 2010 Consolidated Plan for Wake County included a Housing Needs Assessment and Market Analysis. Wake County has the highest median income of any location in the state at \$77,700. However, 9.2% of the total Wake County population has incomes at or below the poverty rate. There are 10,440 publicly and privately subsidized housing units in Wake County. According to census data analysis there are 31,664 families that earn incomes that might cause them to struggle with market rent. Thus there is a rental gap of 21,224 affordable units. Due to regulatory changes and cuts to the federal budget, RHA has had to alter its plans for replacement public housing. RHA remains committed to the re-building of Walnut Terrace over the next five years. As part of the redevelopment, RHA secured 300 replacement vouchers and has leased them all.

### Other Issues

**Deconcentration** – RHA conducted the deconcentration analysis of all of its public housing communities in accordance with 24 CFR 903.2(b). (This analysis is required by statute.) RHA looked at the average incomes of all persons in the covered developments. Based on the results, eight of ten public housing communities need to have higher income residents. One method of increasing public housing incomes is to implement a work preference. RHA discussed this preference with the Resident Advisory Board and the residents supported it. With a work preference, RHA is able to skip applicants on the waiting list until a working family is reached. This is addressed in 24 CFR 903.2(c). The maximum number of workers that would be housed in any one fiscal year is up to 50% of all placements. (24 CFR 960.206(a) 2.) This percentage is determined based on historical turnover rates. The work preference would not be applicable to Terrace Park, the only community that is currently safely within the allowable income range. In order to qualify for the work preference the applicant must have been working at least 35 hours per week for the previous six months. Elderly and disabled applicants also receive this preference. However, only the persons who are working will count toward the 50% of preference placements. This preference will be used for at least one fiscal year at which time RHA will complete the deconcentration analysis again to determine its impact and any other needed actions. If there is not enough turnover during a single year to evaluate the results, it will continue for up to three years to see the effect.

## Attachment E

### Resident Advisory Board (RAB) Meeting August 30, 2011

The following is a summary of the discussion items from the RAB meeting for the Agency Plan 4/1/12 – 3/31/13 and RHA's response to them.

- Waiting List Analysis – Staff summarized the changes from the waiting list analysis last year and this year. The number of persons on the voucher waiting list has decreased by 39% due to leasing up 300 new vouchers and purging the waiting list. The public housing waiting list has increased by 19%. This includes a 9% increase for elderly applicants and a 7% decrease for disabled persons. One resident commented this was surprising since it seems many residents have left public housing with vouchers.
- Deconcentration of Poverty – The staff discussed HUD's Deconcentration policy and the results of RHA's most recent analysis. Several of the communities with incomes below the deconcentration averages were represented. **The consensus of the group is that they would like to see people with higher incomes move into their communities. Their concerns center on young able-bodied women who are home all day with nothing to do. The residents on the RAB feel that these women are the most likely to bring undesirable elements into their communities. Furthermore they feel like more and more of this type of family is moving in. They also went on to say they understand these young families need housing also but can't RHA mix it up a little more? Staff advised that it would look at revising the deconcentration policy and bringing it back to the Inter-Community Council in October for their comments prior to implementing any changes.**

The deconcentration policy also led to discussion of work preferences. Residents support a work preference but not everyone had the same idea of who should get the preference. Some felt our current policy was fair. Another suggested that we should decrease the number of work hours to 32 hours per week which is the federal standard for full time work. Other suggestions were to allow part time workers who had worked that job for a long period of time such as five years to receive the preference. Another suggested that the preference should also apply to full time students. This led to a discussion of the validity of on-line course work and whether that should count for the preference. **There was not consensus in this area. Since this is part of the Deconcentration Policy this will be presented to the residents later. RHA would rather avoid the issue relating to on-line class work and therefore declines to include full time students. RHA also declines to adopt the part time employment suggestion as well.**

- Part of the discussion included the distribution of RHA's revised Satellite Dish policy. This brought up the question of why does RHA limit the cable connections to only one jack? **Actually the lease allows residents to pay for the installation of additional phone or cable jacks. The resident needs to inform their manager of their intent and then the manager will check the installation to make sure it is done professionally. Some residents knew this already, only one did not.**
- The staff also shared the notice that HUD issued seeking comments on the definition of family to allow for heads and co-heads. Currently RHA does not allow non-disabled persons who are not related by blood or law to be included on the same lease. Staff indicated this was only a notice seeking comments and not official policy as of yet. The consensus of the RAB was that allowing co-heads would be disruptive to the public housing communities. They feel that persons that are not married or blood related would bring considerable drama as dating couples break up more easily than couples with a legal connection. The residents did not think "co-heads" would be beneficial. **The RHA staff indicated that**

there may not be a choice in the matter. HUD seems to be leaning toward viewing it as discrimination not to allow unwed couples to share a unit and be on the lease agreement. RHA staff reminded the RAB that two unrelated disabled or elderly persons have always been allowed to be “co-heads” and this would continue.

- The Assistant Director of Development presented the upcoming year of Capital Fund expenditures and took questions and comments from the RAB. The Glenwood Towers representative asked about the appearance of the new fire alarm system that is adding visible piping to the ceiling throughout the building. **Staff responded that RHA is upgrading the fire alarm system and due to the lack of any open space between the ceilings and floors, the conduit had to be visible. RHA plans to paint the conduit so it blends in better but there is no better option for completing the work.** The representative from Berkshire Village indicated he had concerns about snakes in his community and an open storm water ditch. **The staff indicated that snakes occur in nature and there is little that can be done about them, unless they are invading living spaces. According to the State of North Carolina, wildlife is not to be harmed if they are not damaging property, hurting persons or presenting an imminent danger. Staff indicated they would look at the ditch issue, see if it is on RHA property, and whether it needed to be fenced or dealt with in some other manner. RHA installed fencing along the side of the ditch adjacent to RHA’s property. It was not possible to fence all around the ditch but this will serve as a deterrent to residents approaching the ditch.**
- RHA staff discussed the budget cuts proposed by HUD including the recapture of agency reserves. The RAB indicated that cuts were expected in the current environment but could not believe they were actually coming after agency reserves. They wondered if this is legal. **Staff responded that it not legal at this time but all that needs to happen is for Congress to pass legislation to enable it to occur. RHA’s reserves account for 10% of the proposed recapture amount for the entire state.** Residents encouraged RHA to fight this legally as it seems very unfair to well-run agencies.
- The funding issue led to a discussion of the Walnut Terrace redevelopment. Staff explained that the redevelopment is still underway with demolition to finish in October. Staff also discussed the plan to sell 12 acres to its non-profit subsidiary, Capital Area Developments, Inc. for the non-public housing units. Staff had a site plan display and described the redevelopment plan again. **Residents had few comments other than to say they supported RHA moving forward with the redevelopment despite the roadblocks HUD is putting up.** Part of this discussion also covered RHA’s recent grant application for the funding to build a large multipurpose building to house several service providers at Walnut Terrace. The residents were very supportive of this application because it would bring several highly respected partners on site to provide free services to public housing residents. The residents felt this would be helpful to residents seeking to develop job skills or find employment. **The decision on the grant award was not known at the time of this meeting (8/30/11) However, at the RAB meeting on October 18, 2011 the RHA staff informed the residents the grant was not awarded to RHA.**

**The RHA staff provided copies of the Agency Plan Template, waiting list analysis, PIH 2011-33 regarding Work Preferences, Satellite Dish Policy, and CFP proposed expenditures for 2012.**

**The staff encouraged residents to submit written comments and concerns should they have any regarding anything that was discussed or the handouts that were provided. All comments would need to be received by November 30, 2011.**

## **ATTACHMENT F**

### **VAWA Update**

Interact is one of the major service providers in the local community that assists persons who are victims of domestic violence. RHA will refer families facing this issue to Interact for assistance. In addition, RHA provides 5 public housing slots and 5 vouchers to victims referred to RHA by Interact. These are special admissions and not a preference.

In the last calendar year, Interact did not use any of the public housing or voucher slots. RHA will notify Interact of this disparity and determine why the slots are not used. Public housing is an excellent housing option and is available to be utilized.

RHA also makes referrals to Interact of any persons who are experiencing domestic violence, stalking, or abuse. RHA only verifies the persons have followed through with the referral. RHA does not seek details on the outcomes as this is deemed confidential information. In some cases Interact assists the resident or tenant to secure restraining orders or orders of protection. RHA is made aware in these situations

## Attachment G

### Housing Choice Voucher Program

RHA continues to fully utilize the voucher assistance provided to the agency. RHA received 40 replacement vouchers in December 2010 and another 260 in January 2011. RHA had fully utilized these new vouchers by July 2011 and it became necessary to suspend applicants that were looking for housing with an RHA voucher. At the time we had to suspend new participants there were 141 families that had been issued vouchers. RHA is holding these families in a “ready pool”. Technically they are not on the waiting list because they have been pulled from it and provided with a voucher. When more funding becomes available, these will be the first families served. All of this is necessary because HUD does not allow for over-leasing. RHA has developed cost-saving measures to address what happens when the program is over-leased. The following represents the actions RHA may take should the program be over-leased.

**Cost-savings measures** – These measures take effect whenever voucher allocations are depleted and it is necessary to reduce program expenditures. The following is a summary of some of the cost savings measures that could be used:

- Reducing payment standards for all new admissions, families that move, and persons signing new HAP contracts.
- RHA may seek HUD waivers to allow more than 40% of participants to pay more than 30% of their monthly adjusted income for rent or to forgo utility increases above 10%.
- Utility allowances may be reviewed more often than annually.
- Based on fiscal need, RHA may deny ports to higher cost areas or moves within RHA’s jurisdiction to higher cost areas.
- Vouchers issued to persons on the waiting list may be cancelled immediately if they have not yet resulted in a signed HAP Contract.
- RHA may choose to not reissue surrendered vouchers if RHA is over budget.
- A study may be done to ensure families are using the appropriate-sized voucher.
- The requirement of when families have to report changes in income may be modified.
- Owners may be asked to voluntarily reduce rents.
- RHA may choose to pay for vouchers out of reserves in order to reduce the impact on families.
- Only in extreme cases would RHA exercise the option to remove participants from the program by way of random drawings
- More detail on these measures and others is included in the Administrative Plan.

**Residency Preference** – RHA has adopted a preference for residents of Wake County. This preference was developed in response to several factors. 1. RHA’s waiting list remains open and has been for decades. As other agencies have closed their waiting lists, families from other jurisdictions have shopped around to find other open lists. With the availability of applications on-line it is easy for applicants from outside the state and county to apply. 2. Raleigh enjoys considerable positive press around the nation and has been named “number one spot” in a variety of areas. This publicity causes increased relocations to this area, including families seeking to apply for voucher assistance. Once a family establishes themselves in Wake County they too qualify for the residency preference. 3. Lastly, once a family ports into RHA’s jurisdiction, RHA will gradually absorb them into its program. The absorption of these families uses the resources that were allocated to our county and means that the wait for local residents increases. RHA cannot refuse to allow families to port to this location but it can choose to bill the originating housing authority. The billing process generates other issues such as having to “collect”

payments from other PHAs all around the country. Use of a residency preference balances out the assistance between local families and others just seeking to get voucher assistance wherever they can find it.

Outreach – The RHA staff speaks regularly at community meetings. For example, three times per year the City of Raleigh offers a “Landlord Training Program” that is widely promoted throughout Raleigh and Wake County. (Participants do not have to be from Wake County.) The RHA staff speaks at each class to inform them about the voucher program and how a new landlord can participate in the program. This outreach helps to expand the availability of rental units since landlords learn about the program and how to benefit from it. In addition, RHA also participates on the Youth Council of the Capital Area Workforce Development Board, North Carolina Low Income Housing Coalition, meetings with City staff, Work First Steering Committee (TANF agency), Ten Year Plan to End Homelessness and other groups as invited. In addition, RHA offers landlord briefings specifically relating to RHA’s voucher program. These sessions were offered 8 times in 2011 and RHA anticipates continuing these sessions in 2012.

Lead-safe units – In accordance with HUD directives to address the presence of lead-based paint in affordable housing, RHA is adopting a policy to prevent families with children under six years of age from leasing pre-1978 units until the unit is certified as lead safe. This policy will protect the families, landlords, RHA, and HUD from the health and safety issues related to lead exposure. Based on the analysis of the current units under the program, less than 4% of the units constructed prior to 1978 house children under the age of six. RHA will gradually implement this program over the coming year. This policy does not prohibit units constructed prior to 1978 from being under the voucher program. It will require that the unit comply with lead-safe standards before it is leased to families with children under the age of six.