

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

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

Definitions.

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

A. PHA Information.						
A.1	PHA Name: <u>Area Housing Authority of the County of Ventura</u> PHA Code: <u>CA092</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2021</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>355</u> Number of Housing Choice Vouchers (HCVs) <u>2552</u> Total Combined Units/Vouchers <u>2907</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission Availability of Information. PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)					
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
					PH	HCV
	Lead PHA:					

B.	Annual Plan Elements
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s): SEE ATTACHMENT B.1(b)</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <ul style="list-style-type: none"> The AHA may project-base up to 20% of its Housing Choice Voucher (HCV) assistance or the maximum permitted by any amendment to 24 CFR Part 983. The units may be located throughout the Housing Authority's jurisdictional area, which includes the cities of Camarillo, Fillmore, Moorpark, Ojai, Simi Valley, Thousand Oaks, and the unincorporated area of the County of Ventura. All new HAP contracts created by the Housing Authority will be for census tracts within the jurisdictional area, which have poverty rates of less than 20 percent. The AHA's Project-Based Voucher Policies are included in Chapter 17 of its Administrative Plan for the Section 8 HCV Program. The AHA is continuously evaluating the physical condition of its public housing properties. The AHA is considering several options to ensure these properties remain in decent, safe, and sanitary conditions. These options include demolition and/or disposition, conversion of Public Housing to Tenant-Based Assistance, and conversion of Public Housing to Project-Based Assistance under RAD for some or all Public Housing projects. The AHA continues to evaluate any and all capital fund opportunities for funding that permits the AHA to maintain its public housing assets to in decent, safe and sanitary condition, including Capital Fund Emergency Grants.
B.3	<p>Civil Rights Certification.</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

<p>B.4</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>B.5</p>	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>See Attachment B.5</p>
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p>B.7</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>B.8</p>	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>C.</p>	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
<p>C.1</p>	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>HUD Form 50075.2 approved by HUD in the EPIC system.</p>

ATTACHMENT B.1(b)

PUBLIC HOUSING

ELIGIBILITY

The AHA policy describing what the AHA considers currently engaged in the use of illegal drugs is as follows:

Currently engaged in is defined as any use of illegal drugs during the previous six months.

PETS

In accordance with FHEO Notice 2020-01, AHA Pet policies have been updated to incorporate the latest guidance. Specific changes to AHA policies include:

For an animal to be excluded from the pet policy and be considered a support animal, there must be a person with disabilities in the household, there must be a disability-related need for the animal, and the family must request and the AHA approve a reasonable accommodation in accordance with the criteria outlined in Notice FHEO 2020-01 and the policies contained in Chapter 2.

Residents are responsible for feeding, maintaining, providing veterinary care, and controlling their assistance animals. A resident may do this on his or her own or with the assistance of family, friends, volunteers, or service providers.

GRIEVANCE PROCEDURES

In response to the need for social distancing measures, as well as accommodations for persons with a disability, AHA policies have been added to accommodate remote hearings and meetings:

- The AHA's notice of denial will include information about required or requested remote informal hearings
- All AHA policies and processes for remote informal hearings will be conducted in accordance with due process requirements and compliance with HUD regulations.
The AHA has the sole discretion to require that informal hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster. In addition, the AHA will conduct an informal hearing remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the informal hearing, or if the applicant believes an in-person informal hearing would create an undue health risk. The AHA will consider other reasonable requests for a remote informal hearing on a case-by-case basis.
- The AHA will conduct remote informal hearings via telephone conferencing call-in or via videoconferencing. If the informal hearing will be conducted via videoconferencing, the AHA will ensure that all applicants, applicant representatives, AHA representatives, and the person conducting the informal hearing can adequately access the platform (i.e., hear, be heard, see, and be seen). If any applicant, applicant representative, AHA representative, or person conducting the informal hearing is unable to effectively utilize the videoconferencing platform, the informal hearing will be conducted by telephone conferencing call-in. Witness testimony may be accepted via telephone call-in. Whether the informal hearing is to be conducted via videoconferencing or telephone call-in, the AHA will provide all parties login information and/or conferencing call-in information before the informal hearing.
- The informal settlement may be conducted remotely as required by the AHA, or may be conducted remotely upon consideration of the request of the tenant. See 14-III.G for description of the AHA's definitions of remotely.
- The AHA has the sole discretion to require that hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster. In addition, the AHA will conduct a hearing remotely upon request as a reasonable accommodation for a person with a disability, if a tenant does not have child care or transportation that would enable them to attend the hearing, or if the tenant believes an in-person hearing would create an undue health risk. The AHA will consider other reasonable requests for a remote hearing on a case-by-case basis.

- If the hearing will be conducted remotely, the AHA will compile a hearing packet, consisting of all documents the PHA intends to produce at the hearing. The AHA will mail copies of the hearing packet to the tenant, the tenant's representatives, if any, and the hearing officer at least three days before the scheduled remote hearing. The original hearing packet will be in the possession of the AHA representative and retained by the AHA.
If the hearing is to be conducted remotely, the AHA will require the resident to provide any documents directly relevant to the hearing at least 24 hours before the scheduled hearing. The AHA will scan and email copies of these documents to the hearing officer and the AHA representative the same day they are received.
Documents will be shared electronically whenever possible.
- There will be no charge for documents emailed by the AHA.

SECTION 8

ELIGIBILITY, SELECTION

- When reporting changes to family circumstances to the AHA, email address is added as an item that must be reported.
- When purging the waiting list, update letters will be sent to the email address provided with the application or by first class mail, if no email address was provided.
- When notifying applicants they have been selected from the waiting list by sending the notification letter to the email address provided or by first class mail.
- The AHA is proposing to implement a new limited preference, Transitional Age Foster Youth preference, for five (5) participants aged 18-24 years transitioning out of Foster Care. These participants will be based upon referrals from Ventura County Children and Family Services (CFS) that certify that the applicant is eligible.

OPERATION AND MANAGEMENT

Effective dates of changes to payment standard amounts will be determined at the time of the update. The AHA will always ensure the payments standards will be within the basic range.

GRIEVANCE PROCEDURES

In response to the need for social distancing measures, as well as accommodations for persons with a disability, AHA policies have been added to accommodate remote hearings and meetings:

- The AHA has the sole discretion to require that informal reviews be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster. In addition, the AHA will conduct an informal review remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the informal review, or if the applicant believes an in-person informal review would create an undue health risk. The AHA will consider other reasonable requests for a remote informal review on a case-by-case basis.
- The AHA will conduct remote informal reviews via telephone conferencing call-in or via videoconferencing. If the informal review will be conducted via videoconferencing, the PHA will ensure that all applicants, applicant representatives, AHA representatives and the person conducting the informal review can adequately access the platform (i.e., hear, be heard, see, and be seen). If any applicant, applicant representative, AHA representative, or person conducting the informal review is unable to effectively utilize the videoconferencing platform, the informal review will be conducted by telephone conferencing call-in.
Whether the informal review is to be conducted via videoconferencing or telephone call-in, the AHA will provide all parties login information and/or conferencing call-in information before the review.
- The AHA has the sole discretion to require that informal hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster.

In addition, the AHA will conduct an informal hearing remotely upon request as a reasonable accommodation for a person with a disability, if a participant does not have child care or transportation that would enable them to attend the informal hearing, or if the participant believes an in-person hearing would create an undue health risk. The AHA will consider other reasonable requests for a remote informal hearing on a case-by-case basis.

- The AHA will conduct remote informal hearings via telephone conferencing call-in or via videoconferencing. If the informal hearing will be conducted via videoconferencing, the AHA will ensure that all participants, participant representatives, advocates, witnesses, AHA representatives, and the hearing officer can adequately access the platform (i.e., hear, be heard, see, and be seen). If any participant, representative, advocate, witness, AHA representative, or hearing officer is unable to effectively utilize the videoconferencing platform, the informal hearing will be conducted by telephone conferencing call-in.
Whether the informal hearing is to be conducted via videoconferencing or telephone call-in, the AHA will provide all parties login information and/or telephone call-in information before the hearing.
- That the family may request a remote informal hearing
- If the AHA will require that the hearing be conducted remotely, at the time the notice is sent to the family informing them of the right to request an informal hearing, the family will be notified that the informal hearing will be conducted remotely. The family will be informed of the processes involved in a remote informal hearing and that the AHA will provide technical assistance, if needed, before the informal hearing.
- If the hearing will be conducted remotely, the AHA will compile a hearing packet, consisting of all documents the AHA intends to produce at the informal hearing. The AHA will mail copies of the hearing packet to the family, the family's representatives, if any, and the hearing officer at least three days before the scheduled remote informal hearing. The original hearing packet will be in the possession of the AHA representative and retained by the AHA.
Documents will be shared electronically whenever possible.
- For in-person hearings, the AHA must be given an opportunity to examine, at the AHA offices before the hearing, any family documents that are directly relevant to the hearing. Whenever a participant requests an informal hearing, the AHA will automatically mail a letter to the participant requesting a copy of all documents that the participant intends to present or utilize at the hearing. The participant must make the documents available no later than 12:00 p.m. on the business day prior to the scheduled hearing date. If the informal hearing is to be conducted remotely, the AHA will require the family to provide any documents directly relevant to the informal hearing at least 24 hours before the scheduled hearing. The AHA will scan and email copies of these documents to the hearing officer and the AHA representative the same day.
Documents will be shared electronically whenever possible.

5-YEAR PHA PLAN

Item B.3 – Progress in Meeting Goals

- Despite funding and regulation obstacles, the AHA adapted to changes and continued to address issues needed to attain its own goals in one of the highest-cost counties in the state. The AHA continues to be viewed as a community leader throughout Ventura County. Through our good work and stewardship and by producing and maintaining high quality affordable housing, as well as bettering the lives of the residents we serve, the AHA has developed an excellent reputation and earned a great deal of public goodwill, which can be leveraged to further the production of needed affordable housing for the community.
- The AHA continues to be called upon occasionally by both non-profit housing developers and social service agencies to assist with financing their housing endeavors on a tax-exempt basis, as well as providing rental subsidies. Both of these tools, tax exempt financing assistance and rental assistance, are key tools for making affordable housing projects economically feasible in the Ventura County housing market. The AHA recognizes that it cannot meet all of the community's affordable housing needs on its own and remains poised and available to work with others on this important community goal.
- The AHA continues to research the availability of land in its jurisdictions suitable for development, or the acquisition of affordable housing.
- The AHA has been awarded 20 additional vouchers under the Veterans Administration Supportive Housing (VASH) program.
- To further serve its communities and families, the AHA continues to promote its Section 8 Homeownership Program within its jurisdictional areas. Selected families are offered the opportunity to convert their Section 8 tenant-based rental assistance into homeownership.
- Where feasible, the AHA continues to seek additional project-based units.
- The AHA was awarded emergency CFP funding for the repair of elevators and roofing at three of its public housing properties ensuring the safety of its residents and securing the sustainability of its capital assets. The AHA continues to look for funding to secure the sustainability of its public housing properties.
- The AHA continues to find new and important opportunities to establish or enhance services for its resident households.
- The AHA has experienced ongoing implementation of structural modifications/upgrades, management improvements, and maintenance of Public Housing developments through the Capital Fund program.
- The AHA's Resident Services Department continues to work by partnering with agencies to assist residents in developing successful life management skills. In conjunction with Ventura County social services agencies and the community at large. Resident Services provides access and information on employment, education and tutoring, parenting, wellness, health, and safety.
- The AHA continues to recruit families who are eligible to participate in the Housing Choice Voucher Program's Family Self-Sufficiency (FSS) Program. This worthwhile program provides additional resources which help families develop realistic and obtainable goals, along with support and encouragement to reach those goals and become self-sufficient. The AHA does its best to help such families reach their goal to become independent of welfare.
- AHA directors and managers continue to be actively involved with community issues and participate in affordable housing planning.
- To promote positive public relations for the AHA and enhance program awareness, public presentations are made by the Executive Director and the Community Relations Manager on affordable housing issues.