

Annual PHA Plan
*(Standard PHAs or
Troubled PHAs)*

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB No. 2577-0226
Expires: XX/XX/XXXX



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YVONDA A. BEAN,
EXECUTIVE DIRECTOR

Purpose: The LHA Annual Plan includes basic policies, rules, and requirements concerning its operations, programs, and services, and informs HUD, families served by LHA, and members of the public of LHA's mission, goals and objectives for serving the needs of low-income, very low-income, and extremely low-income families.

ANNUAL PLAN-ST

HUD Submission Date – 10.21.2016

The Housing Authority of the City of Lafayette

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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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Housing Authority of the City of Lafayette
Annual Plan
FYB2016

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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	<p>PHA Name: <u>Housing Authority of the City of Lafayette</u> PHA Code: <u>LA005</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10.01.2016</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>572</u> Number of Housing Choice Vouchers (HCVs) <u>1834</u> Total Combined Units/Vouchers <u>2406</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>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.</p> <p>A copy of the LHA's 2016 Annual Plan may be viewed at the LHA administrative office, located at 115 Kattie Drive, Lafayette, LA. It will also be accessible via the Authority's website at www.theLHA.com.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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Lead PHA:																																	
B.	Annual Plan Elements																																

B.1 Revision of PHA Plan Elements.








(a) Have the following PHA Plan elements been revised by the PHA?

- | Y | N | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Statement of Housing Needs and Strategy for Addressing Housing Needs |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Financial Resources. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Rent Determination. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Operation and Management. |
| <input type="checkbox"/> | <input type="checkbox"/> | Grievance Procedures. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Homeownership Programs. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Community Service and Self-Sufficiency Programs. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Safety and Crime Prevention. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Pet Policy. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Asset Management. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Substantial Deviation. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Significant Amendment/Modification |

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions

The Lafayette Housing Authority's Low Rent Public Housing's Admissions to Continued Occupancy Plan (ACOP) was updated to reflect current HUD regulations and guidelines for successful program administration. The ACOP describes the eligibility, continued occupancy and termination policies for the Public Housing program as approved by the LHA Board of Commissioners. It governs the day-to-day operations of the Public Housing Program and includes but are not limited to the following policies and procedures:

-  Opening and Closing the Waiting List
-  Updating the Waiting List and Removing Applications
-  Taking Applications and Admissions
-  Verification Requirements
-  Unit Offers and Applicant Placement
-  Applicant Screening
-  Informal Hearings for Rejected Applicants

A synopsis, identifying before changes and after changes made to the Admissions and Continued Occupancy Plan, is attached. *Please see attachment A.* The Authority's Flat Rent Policy was also updated to reflect the changes made by the Consolidated Appropriations Act of 2014, and made effective October 1, 2014. The Flat Rent Schedule is attached. *Please see attachment B.*

Homeownership Program

The Lafayette Housing Authority is committed to promoting opportunities that will increase self-sufficiency for its Public Housing program participants, including the realization of homeownership. LHA will pursue client centered opportunities that will benefit Public Housing and HCV S8 program families. LHA will partner with agencies, such as the Lafayette Consolidated Government Housing Services, to offer residents opportunities for education, job training, credit counseling, financial counseling, and the necessary social skills to achieve self-sufficiency.

Community Service and Self-Sufficiency Programs

The LHA Board/HUD Receiver approved the Public Housing Community Service and Self-Sufficiency Policy and Procedure for all eligible program participants, on October 20, 2016. *Please see attachment C.*

(c) The PHA must submit its Deconcentration Policy for Field Office review.

The Lafayette Housing Authority has conducted an analysis of its developments to determine concentrations of poverty and the need to promote a Deconcentration of poverty policy. The average family income PHA wide is \$10,024. All family sites fall within the appropriate established income range with AMP 10 at 93%, AMP 11 at 93% and AMP 12 at 100.06%. Based on the aforementioned, the Authority has determined that there is no need to promote a Deconcentration of poverty policy.

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

- | Y | N | |
|-------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Hope VI or Choice Neighborhoods. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Mixed Finance Modernization or Development. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Demolition and/or Disposition. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Designated Housing for Elderly and/or Disabled Families. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Conversion of Public Housing to Tenant-Based Assistance. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Conversion of Public Housing to Project-Based Assistance under RAD. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Occupancy by Over-Income Families. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Occupancy by Police Officers. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Non-Smoking Policies. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Project-Based Vouchers. |

- Units with Approved Vacancies for Modernization.
 Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

Occupancy by Police Officers

In an effort to increase security measures within the public housing developments for the Lafayette Housing Authority, the Authority will partner with the Lafayette Consolidated Government's local police department to develop and implement initiatives that will ensure resident safety. Initiatives may include but will not be limited to:

1. Routinely patrol developments;
2. Attend quarterly resident meetings and at least one (1) Resident Advisory Board (RAB) meeting per year;
3. Occupy a Public Housing unit within one of the Authority's six developments, for at least one (1) year, etc.

A Memorandum of Understanding (MOU) will be established between the LHA and the Lafayette Consolidated Government's Police Department, outlining the terms of the agreement.

Non-Smoking Policies

On August 25, 2016, the LHA Board/HUD Receiver approved the Smoke Free Housing Policy and Procedure for all of its Public Housing Developments. The policy prohibits Public Housing program participants/residents from smoking in their units and require that they not smoke within 25 feet of their apartment. *Please see attachment D.*

Units with Approved Vacancies for Modernization

The Authority is currently undergoing the modernization of nine (9) vacant/HUD approved public housing units. LHA will submit a request to HUD to remove ten (10) additional public housing units, once the modernization contract is approved by the board and executed by the Executive Director. The contract will be approved on October 20, 2016.

B.3 Civil Rights Certification.

Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

The Lafayette Housing Authority will carry out the requirements and plan in accordance with applicable Civil Rights regulations. The Authority will affirmatively further fair housing by continuous review of its programs and procedures to identify any impediments to fair housing choices within the programs and to address those impediments in a reasonable fashion in accordance with the resources available. LHA will work with local jurisdictions to implement its initiative's to further fair housing that require the PHA's involvement and maintain appropriate records to document accordingly. *Please see attachment E.*

B.4 Most Recent Fiscal Year Audit.

(a) Were there any findings in the most recent FY Audit?

- Y N

(b) If yes, please describe:

B.5 Progress Report.

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

The LHA has made and continues to make progress in meeting its Mission and Goals, as outlined in its 5-Year Plan that was approved by the Board/HUD Receiver on May 18, 2015. Accomplishments include:

1. Pursuing and receiving additional VASH vouchers.
2. Reviewing and updating both the Administrative Plan and Admissions to Continued Occupancy Plan, to reflect current HUD rules and regulations.
3. Increasing payment standards to increase housing options for program participants throughout Lafayette Parish,
4. Establishing a Public Housing Resident Council and Advisory Board.
5. LHA has partnered with HUD to secure services for the completion of a Green Physical Needs Assessment (GPNA) is planned for procurement by 12.31.2016.
6. Updating and adopting several financial policies that will improve accountability and maintain governmental controls, and
7. Enlisting the services of an executive search company to identify its next Executive Director, and hiring the new ED as of August 1, 2016.

<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 checked="" 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>A public hearing for the Resident Advisory Board was held on September 7, 2016. For resident comments, <i>please see attachment F.</i></p>
<p>B.7</p>	<p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL</u>, <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><i>Please see attachment G.</i></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 checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>The Lafayette Housing Authority was placed in HUD Receivership in March of 2011. Mr. Floyd Duran of the Albuquerque HUD office was designated the HUD Administrative Receiver and Board Chair in June 2014. The HUD Administrative Receiver initiated a recovery plan and Board Chairman in 2011 describing elements of improvements required by the LHA. In addition, all items in the plan have been met and it is reported upon to the Assistant Secretary of US Department of HUD.</p>
<p>C. 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>The Lafayette Housing Authority's 5-Year Action Plan for the Capital Fund Program was approved by HUD on May 18, 2015.</p>

Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section.

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Annual Plan. All PHAs must complete this section.

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no." (24 CFR §903.7)

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(1)) 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. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA's procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)) A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

SOURCE	PLANNED \$	PLANNED USES
1. Federal Grants		
a) Operating Fund	1,762,667	Operations
b) Public Housing Capital Fund	639,708	Capital Improvements
c) Hope VI Revitalization		
d) Hope VI Demolition		
e) Annual Contributions for Section 8 HCV Program	9,327,367	HAP & Admin
f) Public Housing Drug Elimination Program (including TA funds)		
g) ROSS		
h) Community Development BG		
i) HOME		
j) Section SRO		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated Funds only) list below		
CFP 2013	0	Capital Improvements
CFP 2014	0	Capital Improvements
CFP 2015	337,532	Capital Improvements
3. Public Housing Dwelling Rental Income	1,205,150.13	Public Housing Operations
4. Other Income (list below)		
Excess Utilities	127,578.06	Public Housing Operations
5. Non Federal Income Sources (list below)		
LIHTC Asset Management Fees	18,000	Administration/MOU Repayment
TOTAL RESOURCES	13,418,002.19	

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

Public Housing

The Lafayette Housing Authority through its ACOP sets the determination for rents in compliance with federal regulations. Families in PH have a choice of paying income based or established market rate Flat rents. The ACOP determines that 30% of AMI as set for the income based rent along with regulatory deductions and exclusions. There is no minimum income requirement. Families who report zero (0) income are considered to be at a temporary rent and are required to complete a written plan of sources to pay rent and are required to recertify as required with temporary income sources. The current ACOP identifies how absent family members will affect the TTP and quality control review of the files ensures families are not paying more or less than the regulations require. Flat rents have been changed to comply with the Appropriations Act of 2014 and are based on 80% of FMR, with changes being phased in, as required by law. Changes are effective October 1, 2014. Utility allowances are reviewed annually and updated as applicable. The ACOP was updated by Phineas Consulting Group in August of 2016, to reflect current HUD regulations and PHA policies and procedures for a compliant Public Housing program. The Authority's Flat Rent Schedule is attached.

Section 8 HCV

The Section 8 HCV payment standards were revised and adopted by the BOC in 01/2016. The LHA's Payment standards are set at a minimum 90% of the FMR. The Section 8 HCV utility allowance was reviewed and updated to become effective 3/2016. Families renting a unit below the payment standard pay the greatest of 30% of monthly-adjusted, 10% of the monthly income, or the welfare rent. Families renting a unit above the payment standard pay the high of 30% of the monthly adjusted income, 10% of monthly income, the welfare rent, and the additional amount of rent above the payment standard in accordance

with HUD regulations. A family must not pay more than 40% of its income for rent when the family first receives the subsidy in a particular unit (the maximum rent burden requirement does not apply to families who stay in place). All rents must be determined to be reasonable in accordance with the Administrative Plan. There is no minimum income requirement. Families who report zero (0) rent are required to present a plan of resources to pay their rental portion and utilities and are considered to be at a temporary rent and must recertify as required by the Administrative Plan. The Authority follows HUD's regulations and guidance on the verification of income, assets and deductions from income

The minimum rent for the Public Housing and Section 8 HCV programs is \$50.00

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and 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. (24 CFR §903.7(e))

The Lafayette Housing Authority is currently under "HUD Administrative Receivership", and has been since March of 2011. Under this receivership, LHA is assigned a receiver by the Assistant Secretary of HUD and is governed by a single member board as the chairman, consisting of an appropriate, appointed HUD employee.

HUD began its national search for the next executive director in 2016, by enlisting the services of an executive search firm. The Board interviewed several applicants before deciding to offer the job to Ms. Yvonda Bean. Ms. Bean is a seasoned housing professional, with over 16 years in the housing industry. She assumed responsibility over the daily operations of the Authority in 2016.

The LHA has restructured staff organization in an effort to better meet the goals and tasks identified by the Recovery Plan, and in compliance with the LDOS requirements. The LHA The local appointing authority (Lafayette Consolidated Government) has identified a five (5) person Advisory Board that will be sworn in as the Board of Commissioners. The Advisory Board has participated in several training courses on the operations of public housing authorities, including its Public Housing and HCV S8 programs. Additionally, they have attended a minimum of six (6) Board meetings.

All items of the recovery plan have been completed at this time and the agency will be transitioned back to local control upon the appointment of a Board of Commissioners by. The attached Organizational Chart outlines the current management structure and organization of the Authority. *Please see attachment H.* The Authority has a Recovery Plan established by the receiver and approved by the Chairman of the Board that sets out goals and specific tasks and actions to enable the agency to return to the control of the local community as established under state law.

The LHA owns 6 public housing developments (1 site is currently targeted for demolition/disposition due to age and condition of the physical property) consisting of 572 units and administers a Section 8 HCV program consisting of 1834 vouchers. The Authority has policies in place that govern all agency operations and as a part of the continued recovery plan will be reviewing all policies for compliance with appropriate federal, state and local laws governing such. Additionally, the Authority has reviewed and updated its Public Housing ACOF and the Section 8 HCV Administrative Plan, to ensure compliance with HUD regulations; and conducted a full review of all staff job descriptions and staff needs to become compliant with the Louisiana Department of Civil Service as required by State statute. Several policies have been devised and implemented within the Public Housing, Section 8 HCV, Finance, and other program areas that will improve overall operations of the LHA.

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

The Lafayette Housing Authority provides a grievance and information hearing and review process for applicants and participants in compliance with HUD regulatory requirements for actions that adversely affect the individual applicant or participant's rights or duties.

 **Public Housing:** The Authority's ACOF sets out the policy and procedures for informal and formal grievance hearings.

 **Section 8 HCV:** The Authority's Administrative Plan establishes the procedures for informal and formal grievance hearings.

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

The Lafayette Housing Authority is committed to promoting opportunities that will increase self-sufficiency for its Public Housing program participants, including the realization of homeownership. LHA will pursue client centered opportunities that will benefit Public Housing and HCV S8 program families. LHA will partner with agencies, such as the Lafayette Consolidated Government Housing Services, to offer residents opportunities for education, job training, credit counseling, financial counseling, and the necessary social skills to achieve self-sufficiency.

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)) A description of: 1) Any programs relating to services and amenities provided or offered to assisted families; and 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. (24 CFR §903.7(l))

In accordance with HUD's PIH Notice 2009-48, the Authority has devised a Community Service and Self-Sufficiency Resident Plan (CSSR) for its Public Housing residents. The attached policy will be presented to the Board for approval on Wednesday, October 12, 2016.

Safety and Crime Prevention. Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (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. (24 CFR §903.7(m)) A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

The Lafayette Housing Authority has designated funding in the Capital Funds Program for safety and crime prevention physical improvements. Under receivership the agency temporarily suspended the previously established and funded programs. The LHA has conducted meetings with both city and parish law enforcement officials to attempt to reestablish the off duty patrolling officers at random times for each of the six developments. The City and the Parish are currently providing the baseline services identified in cooperative agreement and are providing additional assistance on a case by case basis as needed and requested by LHA Staff.

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

The LHA complies with the QHWRA of 1998, which provides for the ownership of pets in federally assisted rental housing. The Public Housing ACOP incorporates the Pet Policy and sets out the procedures governing pet ownership. *Please see attachment I,* for the LHA Pet Policy.

Asset Management. State 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. (24 CFR §903.7(q))

The Lafayette Housing Authority continues to engage in activities that will contribute to the long term asset management of its public housing properties, including how LHA plans for long term operating, capital investment, rehabilitation, modernization, disposition and other needs of the Authority. Activities currently in place are as follow:

- Converted to Fee Allocation process in Asset Management.
- Development of new organizational structure to provide for Asset Management.
- Internal AMP based budgeting.
- Project based accounting to enable performance tracking at the AMP level.
- Ongoing management and physical needs assessment at the AMP level.
- Ongoing review and planning for demolition/disposition, and mixed finance redevelopment.

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

In accordance with LHA's Resolution 2010-7, adopted by the Board of Commissioners on October 28, 2010, that defines a substantial deviation as any change to the Mission state that is 50% deletion or additional to the goal and objectives as a whole or any 50% or more decrease in the quantifiable measurement of any individual goal or objective. There are no substantial deviations to the Authority's goal and objectives.

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

The LHA defines a significant amendment or medication to the plan as 50% variance in the funds projected in the CFP Annual Statement; any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the CFP Annual Statement. Any change in policy or procedure that requires a regulatory 30 day posting; any submission that HUD requires a separate notice to residents; any designated housing or homeownership program; or any change inconsistent with the local approved Consolidated Plan. There are no significant amendments to the Authority's goal and objectives.

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

Hope VI or Choice Neighborhoods. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers (or addresses)), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. 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. (24 CFR §903.7(h))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. 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. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

The LHA does not currently have and does not intend to seek designation of an "elderly only" status for any of its public housing sites.

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

The LHA is not required to convert nor plans to convert any of its public housing units to tenant-based assistance.

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](#)

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.503) (24 CFR 903.7(b))

The LHA is a quality housing provider, whose mission is to establish and maintain quality housing for all families. On October 1, 2016, the Board adopted an Over Income Policy that will allow families who earn income to see gradual changes and/or increases in rental costs over a period of time not exceeding 2-years. *Please see the attachment J.*

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.505) (24 CFR 903.7(b))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21](#). (24 CFR §903.7(e))

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. (24 CFR §903.7(b))

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

The Authority is currently undergoing the modernization of nine (9) vacant/HUD approved public housing units. LHA will submit a request to HUD to remove ten (10) additional public housing units, once the modernization contract is approved by the board and executed by the Executive Director. The contract will be approved on October 20, 2016.

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

- B.3 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))
- B.4 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))
- B.5 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))
- B.6 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

B.7 Certification by State of Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

B.8 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

C. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

C.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form- 50075.2 approved by HUD on XX/XX/XXXX."

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 9.2 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.