

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
-----------------------------------	---	--

1.0	PHA Information PHA Name: <u>City of New York Department of Housing Preservation and Development</u> PHA Code: <u>NY110</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>07/01/2012</u>												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: <u>32,577</u>												
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <tr> <th>PH</th> <th>HCV</th> </tr> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
PH	HCV												
PHA 1:													
PHA 2:													
PHA 3:													
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <i>N/A- Submitting Annual Plan only</i>												
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <i>N/A- Submitting Annual Plan only</i>												

PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

There have been no significant changes since the submission of the last annual plan. HPD continues its mission to improve the availability, affordability, and quality of housing in New York City by using Housing Choice Voucher and Project Based Vouchers to create and preserve housing for the neediest of New Yorkers.

(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.

The public may obtain copies of the 5-Year and Annual PHA Plan by visiting HPD’s Client Services Office
100 Gold Street Rm. 1-0
New York, NY 10038

PHA Plan Elements:

1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

Eligibility:

Based on local housing needs and priorities, HPD has established a system of preferences for the selection of families admitted to its programs. HPD may change these preferences to respond to changes in local housing needs or emergency housing situations. HPD will verify preference claims at the time the application is reviewed. HPD will employ staff from different divisions within the agency to outreach to households that may qualify for one of the applicant preference categories. Once a full application is submitted and the applicant is determined to meet preference requirements, eligibility of each applicant is determined based on federal section 8 eligibility requirements. HPD describes its policy in more detail beginning Chapter 3 in the Administrative Plan.

HPD’s preference categories are:

1. Homeless Households and Programs for Near Homeless, including SRO Re-Rentals and Special Needs Housing
2. HPD Building Renovation Households – Relocation
3. HPD Building Renovation Households – Rent Restructuring
4. In Place Households with Rent Burdens - Homeless Housing and Special Needs Housing
5. In Place Households with Rent Burdens - Homeless Prevention Strategies
6. HPD Pilot Programs for the Expansion of Affordable Housing
7. Households in Special Circumstances

Selection:

HPD maintains a single waiting list for the tenant-based program and a separate site based waiting list for the Project-Based Voucher (PBV) Program. HPD offers all tenant-based voucher applicants the opportunity to be placed on the PBV waiting list at the time of application. Criteria for occupancy of PBV units will be established based on the services provided by the development. In accordance with Federal Regulations, HPD maintains preference categories to determine the selection of families to our Section 8 program. Local preferences will be used to select families from the waiting list. When funding is available, families will be selected from the waiting list in their determined sequence based on date and time of application within individual local preference categories, regardless of family size and subject to income targeting requirements. HPD describes its policy in more detail beginning Chapter 4 in the Administrative Plan.

Admissions:

Pursuant to Federal Regulations, all applicants are screened to ensure they meet income eligibility. HPD also verifies that an applicant has never been convicted of manufacturing methamphetamine on Federally assisted housing and that no member of the household is subject to a lifetime registration requirement under a state sex offender registration program. Once a family is deemed eligible and attends an oral briefing, the family is given a Housing Choice Voucher in order to locate a unit to lease. Once a unit is found, HPD conducts a Housing Quality Standards inspection and a rent reasonability study to ensure that the rent is comparable to unassisted units in the area. Once a family has found an apartment and the HAP contract is signed, the family is admitted into the program. HPD describes its policy in more detail in Chapter 7 through 12 of the Administrative Plan.

2. Financial Resources

The chart below outlines the funding and planned use of Federal Grants for FY 2012:

1. Federal Grants	Funding	Planned Uses
a) Annual Contributions for Section 8 Tenant-Based Assistance	\$351,596,359	Provide Housing Choice Voucher assistance to low-income families
b) Community Development Block Grant	\$144,967,073	Maintenance of low-income housing; economic and community development; housing rehabilitation and supportive services.
c) HOME	\$60,248,438	Neighborhood development and housing rehabilitation. Provide Tenant Based Rental Assistance to 750 families that had their voucher rescinded from the NYCHA in 2009.

6.0

3. Rent Determination

HPD continues to set the payment standard at 110% of the Fair Market Rent (FMR) in order to maximize the housing opportunities for voucher recipients in the city’s restricted housing market. In accordance with HUD Regulations, families will pay the highest of the following amounts, rounded to the nearest dollar:

- 30% of the family’s monthly adjusted income;
- 10% of the family’s monthly income;
- If the family is receiving payments for welfare assistance from a public agency and a part of those payments, adjusted in accordance with the family’s actual housing costs, is specifically designated by such agency to meet the family’s housing costs (including tenant-paid utilities), the portion of those payments which is so designated; or
- The minimum rent established by HPD

HPD describes its policy in more detail beginning on Chapter 10 in the Administrative Plan.

4. Operation and Management

Per Federal Regulations, HPD requires that all units subsidized with Section 8 funding meet Housing Quality Standards (HQS). Each unit subsidized is inspected at least once annually. HPD describes its policy in more detail beginning on Chapter 8 in the Administrative Plan.

5. Grievance Procedures

HPD offers numerous ways for program applicants and participants to clarify, resolve, review, and appeal matters and decisions concerning their eligibility to receive Section 8 rent subsidies. These include informal reviews, conferences, and informal hearings. Applicants who wish to request an informal review, conference or informal hearing of an HPD decision must do so in writing. HPD describes its policy in more detail beginning on Chapter 16 in the Administrative Plan.

6. Designated Housing for Elderly and Disabled Families:

HPD administers Project-Based Vouchers in order to increase the supply of housing to the elderly and disabled. Below are two new developments. A complete list of PBV developments can be found on the HPD website at <http://www.nyc.gov/html/hpd/downloads/pdf/Section-8-Vouchers.pdf>.

- 1) Crooke Avenue- 97 Crooke Ave, Brooklyn NY 11226
 - i. Housing for Disabled
 - ii. Currently accepting applications, must see development for application
 - iii. Date the designation was approved is 12/30/2009
 - iv. The number of units affected is 32 units
- 2) Victory Fiedler Senior Housing - 150 Victory Boulevard, Staten Island NY, 10301
 - i. Senior Housing
 - ii. New Construction, expected lease-up 11/11/11
 - iii. The date the designation was approved is 2/25/10
 - iv. The number of units affected is 38 units

7. **Community Service and Self-Sufficiency-** N/A. HPD does not operate public housing.

8. **Safety and Crime Prevention-**N/A. HPD does not operate public housing.

9. **Pets-** N/A. HPD does not operate public housing.

10. Civil Rights Certification

HPD is steadfast in ensuring that applicants and participants have equal access to housing. In addition to providing language interpretation and translation services, and providing reasonable accommodations to individuals with disabilities, HPD also refers tenants who have experienced discrimination in their housing search to the NYC Commission of Human Rights for Human Rights so that each case can be properly investigated. In addition, HPD’s Office of Equal Opportunity and Community Affairs will assist clients in filling a HUD-903 form and will conduct an investigation into discrimination matters.

11. Fiscal Year Audit

The most recent audit conducted regarding the Housing Choice Voucher program was the Single Audit conducted by New York City Mayor’s Office. The Single Audit resulted in no findings for the third consecutive year. In addition, in compliance with regulatory requirements, the Section 8 Management Assessment Program (SEMAP) review results led to a high performer rating for the third year in a row as well.

12. Violence Against Women Act (VAWA)

The Violence Against Women Reauthorization Act of 2005 (VAWA) provides that “criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control shall not be a cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant’s family is the victim or threatened victim of that domestic violence, dating violence, or stalking.”

HPD exercises its authority to “terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant.” HPD will grant Emergency Move Vouchers for documented cases of Domestic Violence and will provide Community Based Organization assistance to any participant that is a victim of domestic violence that may require assistance locating another unit.

6.0

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>Homeownership</p> <p>HPD maintains a Section 8 Homeownership program with eighteen participants. HPD also has its own Homebuyers Assistance program that provides downpayment assistance and homeownership education. The staff has extensive financial experience and expertise, and established relationships with the homeownership industry, and has been instrumental in assisting Section 8 Homeownership participants with downpayment assistance and counseling. HPD continues to work with FSS Participants to encourage participation in the Homeownership program.</p> <p><i>In order to be able to apply for a homeownership voucher, a participant must:</i></p> <ol style="list-style-type: none"> 1. <i>Must be in full compliance with lease and program requirements</i> 2. <i>Must be a participant in the FSS Program</i> 3. <i>Must not owe HPD any funds under a repayment agreement</i> 4. <i>Must be a first time homebuyer</i> 5. <i>Must have a minimum income equivalent to 2000 hours of annual full time work at Federal Minimum Wage. Public Assistance income may not be used for meeting this requirement (except for households in which the Head or spouse is elderly or disabled).</i> 6. <i>Must contribute at least one percent of the purchase price from his or her own resources</i> 7. <i>Must not have defaulted on a mortgage to purchase a home under the homeownership option of any PHA</i> 8. <i>Must be employed full time (30 Hours or more weekly) continuously during the year prior to commencement of homeownership assistance.</i> 9. <i>May be required to enroll in a First Home Club and/or Home Buyers Club</i> <p>Project Based Vouchers</p> <p>HPD is expanding the supply of assisted housing by administering Project Based Vouchers. HPD selects developments that will supply housing to the elderly, disabled or low-income households. Currently, HPD has 1,776 project based units in its portfolio, at various stages of completion (e.g., AHAP, HAP).</p> <table border="1" data-bbox="354 821 906 949"> <thead> <tr> <th>Neighborhood/ Borough</th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>Manhattan</td> <td>534</td> </tr> <tr> <td>Brooklyn</td> <td>469</td> </tr> <tr> <td>Bronx</td> <td>734</td> </tr> <tr> <td>Staten Island</td> <td>39</td> </tr> </tbody> </table>	Neighborhood/ Borough	Units	Manhattan	534	Brooklyn	469	Bronx	734	Staten Island	39
Neighborhood/ Borough	Units										
Manhattan	534										
Brooklyn	469										
Bronx	734										
Staten Island	39										
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>										
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>N/A</p>										
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>N/A</p>										
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p>N/A</p>										
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><i>N/A- Submitting Annual Plan only. HPD is a high performing agency</i></p>										
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p><i>N/A- Submitting Annual Plan only. HPD is a high performing agency</i></p>										
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p><i>N/A- Submitting Annual Plan only. HPD is a high performing agency</i></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.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p>										

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> (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) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (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. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
-------------	---