

**DATA COLLECTION TOOL
FOR INFORMATION TO
COMPLETE FIVE-YEAR AND ANNUAL
PHA PLAN**

Abilene Housing Authority

The following information is needed to complete the HUD-50075 PHA Plan forms.

A. PHA Information

PHA Name: Abilene Housing Authority

PHA Code: TX327

PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10/2020

PHA Plan Submission Type: 5-Year Plan Submission Revised 5-Year Plan Submission

The following are the specific locations where the public may obtain copies of the 2020 Five-Year Plan:

- Administrative Office – 1149 E. South 11th Street, Abilene, TX 79602

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	
Lead HA:					

B. 5-Year Plan

Mission

The Housing Authority’s mission is to serve the housing needs of low-income families in the Authority’s jurisdiction in order to enhance self-sufficiency and promote community quality of life and economic viability.

Goals and Objectives Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.

PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #1:

- ***Reduce public housing vacancies***

PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #2:

- ***Improve public housing management (PHAS score)***
- ***Increase customer satisfaction***
- ***Concentrate on efforts to improve specific management functions***
- ***Renovate or modernize public housing units***
- ***Research and potential implementation of the RAD program***

PHA GOAL #3: PROVIDE AN IMPROVED LIVING ENVIRONMENT

The PHA established the following objectives to strive in meeting goal #3

- ***Implement public housing security improvements***
- ***Events and activities held regularly for elderly residents at Robert Deegan Place***

PHA GOAL #4: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS

The PHA established the following objectives to strive in meeting goal #4

- ***Increase the number and percentage of employed persons***
- ***Provide or attract supportive services to increase independence***

PHA GOAL #5: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING

The PHA established the following objectives to strive in meeting goal #5

- ***Undertake affirmative measures to ensure access to assisted housing***
- ***Undertake affirmative measures to provide a suitable living environment***
- ***Undertake affirmative measures to ensure accessible housing***

Progress Statements Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #1:

- Apply for additional rental vouchers
- Reduce public housing vacancies

- Leverage private or other public funds to create additional housing opportunities
- Acquire or build units or developments

Progress Statement:

- *Public housing has maintained 99% lease-up rate for the current review period*
- *Assisted in the City-Wide effort to achieve "Functional Zero" for homeless veterans in Abilene, TX*
- *Increased the number of HUD-VASH vouchers to 185 vouchers to assist more homeless veterans*
- *Built a new, 48-unit elderly complex that was built through the Low-Income Housing Tax Credit program*
- *Received 150 Mainstream vouchers to house 150 new families with a disabled family member*

PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #2:

- Improve public housing management
- Improve voucher management
- Increase customer satisfaction
- Concentrate on efforts to improve specific management functions
- Renovate or modernize public housing units

Progress Statement:

- *Obtain High Performer status*
- *Received High Performer status for HCV for the last review period*
- *Conducted landlord meetings to improve relations with participating landlords*
- *Conducted meetings to review customer service and professionalism in the workplace*
- *Resident complaints and grievances have decreased through improved communications and policy enforcements*
- *Continuing education for Management and PH Staff has been enriched through added online trainings*
- *Subscribed to online training modules for the purpose of ongoing additional education for HCV Management and Staff*
- *Provided training for new hires*
- *Replace dated/non-functional HVAC systems (145 HVAC systems have been replaced) throughout public housing*

PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES

The PHA established the following objectives to strive in meeting goal #3

- Provide voucher mobility counseling
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program
- Implement public housing site-based waiting lists
- Convert public housing to vouchers through the RAD Program

Progress Statement:

- *Promoted "portability" to HCV participants*
- *Review with voucher holders the option to search for housing not currently on the voucher program and providing contact information to these potential landlords*
- *Invited landlords to voucher briefings for the purpose of pairing up voucher holders with landlords with available units*
- *Conducted landlord meetings*
- *Increased payment standards for all bedroom sizes*
- *Developed and conducted eight (8) week Homeownership seminars for all HCV & LRPB participants interested in Homeownership*
- *Applied for and received 150 Mainstream Vouchers to house families with disabled family members*
- *Public Housing residents have participated in the FSS Homeownership program*
- *Some Public Housing residents have been able to achieve their goal of purchasing a home*
- *The PHA has continued site-based waiting lists*

PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT

The PHA established the following objectives to strive in meeting goal #4

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments
- Implement public housing security improvements
- Designate developments or buildings for particular resident groups

Progress Statement:

- *State-of-the-art security camera system installed*
- *Local Police Department continues patrol of all Public Housing sites*
- *Review of HUD patrol book on a daily basis*
- *Events/activities held for elderly residents at Robert Deegan Place*
- *Continued to conduct HQS inspections at move-in, annually and for "emergency and special" inspections when requested*

PHA GOAL #5: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS

The PHA established the following objectives to strive in meeting goal #5

- Increase the number and percentage of employed persons in assisted families
- Provide or attract supportive services to improve assistance recipients' employability
- Provide or attract supportive services to increase independence for the elderly or families with disabilities
- Increase HCV FSS Program participation
- Review need for LRPB FSS Program

Progress Statement:

- *Provide job search listings to residents in need of work opportunities*
- *Provide community health resources for elderly and disabled residents*
- *Continuous assistance provided to all residents for self-sufficiency and health (including elderly and disabled) through ROSS program and Resident Services*
- *AHA currently has 45 active participants in ROSS program*
- *Conducted presentations for life skills training such as credit repair and nutrition*
- *Partnered with agencies that provide supportive services for employment and independent living skills such as Texas Workforce Center and Disability in Action Presentation of the FSS Program at voucher briefings*
- *Increased the number of FSS families to 80, to give more families an opportunity to become financially self-sufficient*

PHA GOAL #6: ENSURE EQUAL OPPORTUNITY AND AFFIRMATEVELY FURTHER FAIR HOUSING

The PHA established the following objectives to strive in meeting goal #6

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status and disability
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

Progress Statement:

- *Continuing education for Management and staff to ensure fair housing for all participants*
- *Continuing education for Management and staff has been enriched through monthly community trainings and online trainings*
- *Provided Fair Housing training to all new employees*

- ***Provided Fair Housing information and instructions for reporting fair housing discrimination at all Voucher briefings***
- ***AHA continues to follow all Equal Opportunity & Affirmatively Furthering Fair Housing laws and requirements***

Progress Statement on meeting Goals and Objectives in previous 5-Year Plan:

- ***AHA has maintained 99% lease-up rate for the Public Housing program and maintained High-Performer status.***
- ***Customer complaints have decreased through customer-satisfaction focus and resident surveys.***
- ***Management and staff have participated in ongoing continuing education through multiples avenues, such as on-demand online trainings, webinars and community trainings.***
- ***Ceiling and insulation repairs have been completed for 37 Public Housing units at the Earl Williams Complex.***
- ***Local Police Department has continued patrol of all Public Housing units, and staff has continued reviewing HUD patrols to ensure all issues identified are addressed in a timely fashion, to include any resident safety concerns.***
- ***Zero income briefings have been held to determine employment status of residents and provide self-sufficiency tools to those in need.***
- ***Public Housing ROSS program and Resident Services have partnered with FSS and other community agencies to provide job fairs for residents and posted job listings are displayed in Public Housing lobby.***

Violence Against Women Act (VAWA)

The Abilene Housing Authority has incorporated in its PHA Plan goals and objectives, and policies and procedures the applicable provisions of the Violence Against Women (VAWA) and Reauthorization Act of 2013, to assist victims of domestic violence, dating violence, sexual assault, or stalking.

The PHA goal to provide an improved living environment is being met by its effort to implement measures to assist victims of domestic violence, dating violence, sexual assault, or stalking, in avoiding their abusers and continuing occupancy in public housing.

Towards its effort to meet the PHA goal to promote self-sufficiency and asset development of assisted households, the PHA is partnering with local agencies to provide or attract supportive services to assist victims of domestic violence move out of abusive situations and begin again. Among these are, 2-1-1 Texas A Call for Help services, The Noah Project, and the local Police Department. 2-1-1 Texas A Call for Help services provides information on shelters, where to obtain monetary support, clothing and food. The Noah Project is a homeless shelter for victims of abuse, this organization also has an in-house legal team to assist victims in obtaining a restraining order through the courts. The local Police

Department cooperates by taking reports of abuse and providing the victims with such reports as needed as proof of abuse. ***The Regional Victim Crisis Center assist victims and survivors of sexual assault and other violence.***

In addition, the PHA has amended its policies and procedures to include language and applicable provisions of the VAWA. It is the PHA's intent to maintain compliance with all applicable requirements imposed by VAWA.

The PHA efforts may include to:

- Provide and maintain housing opportunities for victims of domestic violence, dating violence, sexual assault or stalking;
- Provide flyers regarding the Violence Against Women Act and supportive information.
- Create and maintain collaborative partnerships between PHA, victim service providers, law enforcement authorities, and other supportive groups to promote the safety and well-being of victims of domestic violence, dating violence, sexual assault or staking (whether actual or imminent threat) who are assisted by PHA;
- Provide referral information to victims and encourage them to seek assistance from the supportive agencies and the local police department.
- Ensure the physical safety of victims of domestic violence, dating violence, sexual assault or stalking (whether actual or imminent threat) who are assisted by PHA; maintain compliance with all applicable requirements imposed by VAWA.
- Take appropriate action in response to an incident or incidents of domestic violence, dating violence, sexual assault or stalking, affecting families or individuals assisted by PHA.

The Housing Authority provided notification as required after the Act was established. Notification is provided at each eligibility briefing, annual re-examination, accompanied with letters for persons who are denied assistance (when a person is admitted) and when a tenant is notified of eviction or termination of housing benefits. Furthermore, notice is provided together with the HUD 5382 form. Notification of this program is also provided during landlord meetings. It is also provided on the PHA website and is on display in the PHA office.

The Housing Authority developed procedures for the staff to assist the victims. All staff has been trained on these procedures and specifically on the confidentiality provisions addressed in VAWA.

Finally, the Housing Authority is permitting the transfer of a family who is a victim of domestic violence provided the family can provide documentation of the abuse. Transfers are permitted from units, sites, and/or port to another area.

Substantial Deviation/Significant Amendment or Modification

Substantial Deviation

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole; and
- 50% or more decrease in the quantifiable measurement of any individual goal or objective.

Significant Amendment/Modification

- Additions of non-emergency* work items over \$25,000 (items not included in the latest approved Capital Fund Annual Statement or 5-Year Action Plan); or any changes in excess of \$25,000 in use of replacement reserve;
- Any proposed change in policy or operation being submitted to HUD that requires a separate notification to residents, such as changes in the HOPE VI, Public Housing Conversion, Demolition/Disposition, Designated Housing, Homeownership, Capital Fund Financing, development, mixed financing, ***RAD, or any other conversion activities***; and
- That is consistent with the applicable Consolidated Plan.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant.

This criterion does not supersede the requirements of 2 CFR Part 200 (Administrative Requirements for Grants and Cooperative Agreements), as well as federal, state, or local regulations or statutes.

Any future issuance of HUD guidelines or additional regulations shall take precedence over the above criterion.

Resident Advisory Board (RAB) Comments

Did the RAB(s) provide comments to the 5-Year PHA Plan?

Y N

If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. (***See attachment tx327a01***)

Certification by State or 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.

Challenged Elements –

Other Elements from the Previous Annual PHA Plan. This information is for the 2020 Annual PHA Plan.

PHA Type: Small High Performer

PHA Plan for Fiscal Year Beginning: (MM/YYYY): **10/2020**

PHA Inventory (based on ACC units at time of FY beginning above)

Number of Public Housing (PH) Units: 213

Number of Housing Choice Vouchers (HCVs): 1,731

Total Combined 1,944

PHA Plan Submission Type: Annual Submission Revised Annual Submission

Deconcentration Policy

(See attachment tx327b01)

Statement of Housing Needs and Strategy for Addressing Housing Needs
REVISION

Statement of Housing Needs *REVISION*

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5,180	5	5	5	5	3	3
Income >30% but <=50% of AMI	5,245	5	5	5	5	3	3
Income >50% but <80% of AMI	8,560	5	5	5	5	3	3
Elderly	14,660	5	5	5	5	3	3
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Caucasian	102,994	5	5	5	5	3	3
Black	11,209	5	5	5	5	3	3
Hispanic	28,666	5	5	5	5	3	3
Other	2,860	5	5	5	5	3	3

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	5591		2627
Extremely low income <=30% AMI	4470	80%	These numbers add up to 5221-should
Very low income (>30% but <=50% AMI)	566	10%	Add up to waiting list total of 5591
Low income (>50% but <80% AMI)	185	3%	
Families with children	2095	37%	
Elderly families	540	10%	
Families with Disabilities	1772	32%	
White	2672	48%	These numbers add
Black/African American	2579	46%	Up to 6396-should
American Indian/Alaska Native	83	1%	Add up to waiting list total of 5591
Asian	14	0.25%	
Native Hawaiian/Other Pacific Islander	27	0.48%	
Hispanic	1021	18%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	2179	39%	These numbers add
2 BR	1593	28%	Up to 5558-should
3 BR	1203	22%	Add up to waiting
4 BR	583	10%	List total to 5591
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2652	83%	345
Extremely low income <=30% AMI	2195	12%	
Very low income (>30% but <=50% AMI)	315	4%	
Low income (>50% but <80% AMI)	112	51%	
Families with children	1349	12%	
Elderly families	318	33%	
Families with Disabilities	875	33%	
White	878	44%	
Black/African American	1180	1%	
American Indian/Alaska Native	28	0.3%	
Asian	10	1%	
Native Hawaiian/Other Pacific Islander	22	20%	
Hispanic	534		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Strategies for Addressing Housing Needs

Need: Shortage of affordable housing for all eligible populations

PHA shall maximize the number of affordable units available to the PHA within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

PHA shall increase the number of affordable units available to the PHA within its current resources by:

- Apply for additional Section 8 vouchers should they become available
- Leverage affordable housing resources in the community through the creation of mixed-finance housing – housing tax credit property
- Pursue housing resources other than public housing or Section 8 tenant-based assistance (tax credit)
- Tax Credit Projects

Need: Specific Family Types: Families at or below 30% of median *N/A*

Need: Specific Family Types: Families at or below 50% of median *N/A*

Need: Specific Family Types: The Elderly *N/A*

Need: Specific Family Types: Families with Disabilities *N/A*

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs *N/A*

Reason for Selecting Strategies:

- Funding constraints
- Staffing constraints
- Influence of the housing market on PHA programs
- Limited availability of sites for assisted housing

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

Public Housing

(1) Eligibility

Equal Access

The term "family" includes, but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:

- (1) A single person, who may be an elderly person, displaced person, disabled person, near-elderly person or any other single person; or
- (2) A group of persons residing together and such group includes, but is not limited to:
 - (i) A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);
 - (ii) An elderly family;
 - (iii) A near-elderly family;
 - (iv) A disabled family;
 - (v) A displaced family; and
 - (vi) The remaining member of a tenant family.

Disabled family means a family whose head (including co-head), spouse or sole member is a person with a disability.

Elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 62 years of age.

Near elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 50 years of age but below the age of 62; or two or more persons, who are at least 50 years of age but below the age of 62, living together; or one or more persons who are at least 50 years of age but below the age of 62.

Sexual orientation means homosexuality, heterosexuality or bisexuality.

Gender identity means actual or perceived gender-related characteristics.

The Abilene Housing Authority verifies eligibility for admission to public housing as follows:

- The qualifying factors of eligibility will not be verified until the family is in a position on the waiting list to be offered a housing unit

The PHA uses the following non-income screening factors to establish eligibility for admission to public housing:

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Credit Check
- Sex Offender Registry Check
- Social Security Number Check
- Citizenship/Legal Non-Citizens Status Check
- Unit Damage
- The PHA will attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history and exercise discretion in determining suitability for tenancy, taking into consideration the circumstances that may have contributed to the negative reporting.

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- Local law enforcement agencies
- State law enforcement agencies
- Access to FBI criminal records
- Abilene Police Department
- DPS Website
- On-line Rental Exchange
- Public records

(2) Selection and Assignment

Selection for admission to public housing shall be made from the PHA's current waiting list in accordance with date and time of application and applicable preference(s) as follows.

(3) Preferences

The PHA does plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of the median area income.

It is the policy of the PHA that transfers will take precedence over new admissions in the following circumstances:

- Emergencies
- Over-housed
- Under-housed
- Medical justification

- Administrative reasons determined by the PHA
- To resolve conflicts between residents on a case-by-case basis
- Domestic Violence

The PHA plans to employ the following admission preferences for admission to public housing:

Priority Preference

- | | |
|----------|---|
| <u>2</u> | - MFP – Individual ready to exit institutional care |
| <u>3</u> | - Elderly |
| <u>3</u> | - Disabled |
| <u>1</u> | - Displaced by emergency or major disaster declarations |

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(4) Unit Assignment

Applicants are ordinarily given two (2) vacant unit choices before they fall to the bottom of or are removed from the waiting list. This policy is consistent across all waiting list types.

(5) Maintaining Waiting List

The Abilene Housing Authority maintains four (4) site-based waiting lists. Interested persons may obtain more information about and sign up to be on the site-based waiting lists at the Public Housing Office located at 4398 North 7th Street, Abilene, TX 79603 or online at <http://www.abileneha.org>.

Families may be on four (4) site-based waiting lists simultaneously.

(6) Occupancy

Applicants and residents may use the following reference materials to obtain information about the rules of occupancy of public housing.

- PHA-resident lease
- The PHA's Admissions and Continued Occupancy Policy
- PHA's briefing seminars or written materials

Residents must notify the PHA of changes in family composition:

- At an annual reexamination and lease renewal
- At any time family composition changes
- Within 10 working days of change

(7) Deconcentration and Income Mixing **REVISION**

The PHA has performed its annual deconcentration and income mixing analysis to determine if the PHA has any general occupancy public housing developments covered by the deconcentration rule. The analysis results follow:

The PHA does have general occupancy public housing developments covered by the deconcentration rule.

The following covered development has an average income that falls below the Established Income Range.

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
<i>Riviera Apartments</i>	<i>38</i>	<i>C. The Covered Development's or Development's size, location, and/or configuration promote income deconcentration, such as scattered site or small developments.</i>	

Section 8

(1) Eligibility **REVISION**

Equal Access

The term "family" includes, but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:

- (1) A single person, who may be an elderly person, displaced person, disabled person, near-elderly person or any other single person; or
- (2) A group of persons residing together and such group includes, but is not limited to:

- (i) A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);
- (ii) An elderly family;
- (iii) A near-elderly family;
- (iv) A disabled family;
- (v) A displaced family; and
- (vi) The remaining member of a tenant family.

Disabled family means a family whose head (including co-head), spouse or sole member is a person with a disability.

Elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 62 years of age.

Near elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 50 years of age but below the age of 62; or two or more persons, who are at least 50 years of age but below the age of 62, living together; or one or more persons who are at least 50 years of age but below the age of 62.

Sexual orientation means homosexuality, heterosexuality or bisexuality.

Gender identity means actual or perceived gender-related characteristics.

The PHA conducts screening to the extent of: **REVISION**

- Criminal or Drug-related activity only to the extent required by law or regulation
- Domestic Violence – Attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history or criminal activity and exercise discretion in determining suitability for tenancy about the circumstances that may have contributed to the negative reporting.
- PHA **may** deny assistance for three (3) years if there has been drug-related and/or violent criminal activity
- Previous behavior in assisted housing
- Lifetime Sex Offender – must be denied
- ***If any household member is currently engaged in, or has engaged in any of the following criminal activities, within the past three years, the family will be denied assistance. Drug-related criminal activity, defined by HUD as the illegal manufacture, sale, distribution, or use of a drug, or the possession of a drug with intent to manufacture, sell, distribute or use the drug [24 CFR 5.100]. Violent criminal activity, defined by HUD as any criminal activity that has as one of its elements the use, attempted use, or threatened use of***

physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage [24 CFR 5.100]. Criminal activity that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity; or Criminal activity that may threaten the health or safety of property owners and management staff, and persons performing contract administration functions or other responsibilities on behalf of the PHA (including a PHA employee or a PHA contractor, subcontractor, or agent). Immediate vicinity means within a three-block radius of the premises. Evidence of such criminal activity includes, but is not limited to: Any conviction for drug-related or violent criminal activity within the past three years. Any arrests for drug-related or violent criminal activity within the past three years. Any record of eviction from public or privately-owned housing as a result of criminal activity within the past three years. A conviction for drug-related or violent criminal activity will be given more weight than an arrest for such activity.

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes: **REVISION**

- National Criminal History search (online rental exchange)
- **Public Records**

The PHA shares the following information with prospective landlords:

- Applicants current and prior address as shown in AHA records
- Current and former landlord name and mailing address when known

(2) Waiting List Organization

The Abilene Housing Authority maintains separate waiting lists for the Section 8 tenant-based program and for the Project-Based Voucher (PBV) program that is attached to Prairie Gardens.

Interested persons may apply for admission to Section 8 tenant-based assistance at:

- Online at <http://www.abileneha.org>
- Reasonable accommodation available for online application

(3) Search Time

The PHA does give extensions on standard 60-day period to search for a unit as follows:

- Extenuating circumstances (i.e., hospitalization, family emergency, disability accessibility needs, vacancy rate). The PHA may require the family to provide documentation to support request.

(4) Preferences

The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the Section 8 Program to families at or below 30% of the median area income.

The PHA plans to employ the following admission preferences for admission to Section 8 tenant-based assistance:

Priority Preference

<u>4</u>	- Terminated due to insufficient funding
<u>3</u>	- MFP - Individual ready to exit institutional care
<u>5</u>	- Elderly
<u>5</u>	- Disabled
<u>1</u>	- Displaced by Disaster
<u>2</u>	- Homeless Referral
<u>3</u>	- Mainstream Vouchers

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

The policies governing eligibility, selection and admissions to any special-purpose Section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan
- Briefing sessions and written materials

The PHA announces the availability of any special-purpose Section 8 program to the public through:

- Published notices
- Flyers to Social Service Agencies
- On website: <http://www.abilenha.org>

Financial Resources *REVISION*

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2020 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Resident Opportunity and Self- Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
5. Non-federal sources (list below)		
Total resources		

Rent Determination *REVISION*

Public Housing

(1) Income Based Rent Policies

- a. Use of discretionary policies

The PHA will employ discretionary rent-setting policies for income-based rent in public housing.

b. Minimum Rent

The PHA's minimum rent is \$50.00.

The PHA has adopted the following discretionary minimum rent hardship exemption policies:

1. The minimum rent requirement may be waived due to certain financial hardships. The request for minimum rent hardship must be made in writing to the PHA prior to the rent becoming delinquent. The PHA will verify whether the hardship claimed is temporary or long term. Payment of the minimum is suspended immediately for ninety days when a hardship is requested on one of the following conditions:

- a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state or local assistance, including a family having a non-citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996;
- b. The family income has decreased due to changed circumstances such as separation, divorce, and abandonment;
- c. The family would be evicted as a result of imposing the minimum rent requirement;
- d. There has been a death in the family; or
- e. There are other hardship situations determined by the PHA on a case-by-case basis, i.e. alimony, child support, etc.

Financial hardship exemption only applies to payment of minimum rent - not to rent based on the statutory formula for determining the Total Tenant Payment (TTP) or Flat Rent in the public housing program.

2. If tenant initiates a request for a hardship exemption that the PHA determines is temporary in nature:

- a. If the hardship is determined to be temporary, rent may be suspended, during the ninety (90) day period beginning on the day the request is made. At the end of the ninety (90) day period, the minimum rent is reinstated retroactively to the date of suspension.
- b. In the case of a temporary hardship, the PHA will allow the family a maximum of six (6) months to make payment of any delinquent minimum rent payments accrued during the suspension period. However, the family must execute a Repayment Agreement.
- c. The family may not be evicted for non-payment of rent during this ninety (90)-day suspension period.

- d. If the hardship is subsequently determined to be long-term, the PHA will retroactively exempt residents from the minimum rent requirement for the ninety (90)-day period.
- 3. Hardship determinations are subject to the PHA's Informal Hearing Process and families are exempt from any escrow deposit that may be required under regulations governing the hearing process for other determinations.

c. Rents set at less than 30% than adjusted income

The PHA does plan to charge rents at a fixed amount or percentage less than 30% of adjusted income.

d. Discretionary deductions and/or exclusion policies

The PHA plans to employ the following discretionary (optional) deductions and/or exclusions policies:

- For the earned income of a previously unemployed household member
- For the non-reimbursed medical expenses of non-disabled or non-elderly families

e. Ceiling Rents

The PHA does not have ceiling rents.

f. Rent Re-determinations

Between annual income reexaminations, the tenant is required to report changes in income or family composition to the PHA such that the changes result in an adjustment to rent as follows:

- Residents must report any and all changes in the family income and/or composition within 10 working days of such change. After verification, PHA will determine if there will be an adjustment to rent.

g. Individual Savings accounts (ISAs)

The PHA does not plan to implement individual savings accounts for residents as an alternative to the required 12-month disallowance of earned income and phasing in of the rent increase in the next year.

(2) Flat Rents

The PHA used the following sources of information in setting the market-based flat rents to establish comparability.

- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Guidelines found in the 2015 Appropriations Act (PIH 2015-13) in determining the Public Housing Flat Rent schedule. The PHA will establish a flat rent for each public housing unit that is no less than 80% of the applicable small area FMR (SAFMR) or unadjusted rent, if applicable, as determined by HUD, or any successor determination, that more accurately reflects local market conditions and is based on an applicable market area that is geographically smaller than the applicable market area.

Section 8

(1) Payment Standards ***REVISION***

The PHA's payment standard is:

- ***90% of FMR for 0-bedroom units***
- ***99.3% of FMR for 1-bedroom units***
- ***93% of FMR for 2-bedroom units***
- ***90.9% of FMR for 3-bedroom units***
- ***92% of FMR for 4 & 5 - bedroom units***

The PHA reevaluates the payment standards for adequacy annually (and as needed) and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families
- Number of families on waiting list

(2) Minimum Rent

The PHA's minimum rent is \$50.00.

The PHA has adopted the following discretionary minimum rent hardship exemption policies:

1. The minimum rent requirement may be waived under certain circumstances. Financial hardship status is to be granted immediately for ninety (90) days in the event of the following:
 - a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state or local assistance, including a family having a non-

citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996;

- b. The family income has decreased due to changed circumstances such as separation, divorce, and abandonment;
- c. One or more family members have lost employment;
- d. The family would be evicted as a result of imposing the minimum rent requirement;
- e. There has been a death in the family; or
- f. There are other hardship situations determined by the PHA on a case-by-case basis, i.e. alimony, child support, etc.

Financial hardship exemption only applies to payment of minimum rent - not to rent based on the statutory formula for determining the Total Tenant Payment (TTP).

- 2. If tenant initiates a request for a hardship exemption that the PHA determines is temporary in nature:
 - a. If the hardship is determined to be temporary, minimum rent may be suspended; during the ninety (90) day period beginning on the day the request is made. At the end of the ninety (90) day period, the minimum rent is reinstated retroactively to the date of suspension and the HAP is again adjusted.
 - b. In the case of a temporary hardship, the PHA will allow the family a maximum of six (6) months to make payment of any delinquent minimum rent payments accrued during the suspension period. However, the family must execute a Repayment Agreement.
 - c. If the hardship is subsequently determined to be long-term, the PHA will retroactively exempt residents from the minimum rent requirement for the ninety (90)-day period.
 - d. Note that the PHA can only suspend the minimum rent contribution. If the family is residing in a unit whose Gross Rent exceeds the Payment Standard, the family will be responsible for the excess rent.
- 3. Hardship determinations are subject to the PHA's Informal Hearing Process and families are exempt from any escrow deposit that may be required under regulations governing the hearing process for other determinations.

Operation and Management REVISION

(1) PHA Management Structure **REVISION**

- a. A brief description of the management structure and organization of the PHA.

The Executive Director directs the day-to day management and operation of the Housing Authority with the assistance of the following lead staff and their line staff.

- Executive Assistant
- Housing and Community Development Director
- Procurement/Compliance Coordinator
- FSS Coordinator
- Internal Monitor Manager

Low Rent Public Housing Manager – assists the Executive Director with the day-to-day management and operation of the public housing programs and supervises the following staff:

- Assistant Public Housing Manager
- Resident Services Coordinator
- Housing Counselor
- Maintenance Workers (4)
- **ROSS Service Coordinator**

Housing Choice Voucher Manager – assists the Executive Director with the day-to-day management and operation of the Section 8 Programs and supervises the following staff:

- HCV Supervisor (1)
- Housing Counselor (1)
- Housing Counselor/Inspector (4)
- Housing Inspector (1)

Chief Financial Officer – assists the Executive Director in maintaining the Agency financially solvent, oversees all financial and procurement functions and supervises the following staff:

- Accounting Tech

b. HUD Programs Under PHA Management **REVISION**

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	213	55
Section 8 Vouchers	1693	192
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)		
HUD-VASH	139	60
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually)		
FSS	80	13

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency’s rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management:

- Admissions and Continued Occupancy Policy (ACOP)
- Grievance Procedures
- Termination and Eviction Policy
- Transfer and Transfer Waiting List Policy
- Community Service Policy
- Security Policy
- Records Retention Policy
- Fraud Policy
- Resident Initiatives Policy
- File Access Policy
- Annual Facilities Maintenance Plan
- Procurement Policy
- Section 3 Compliance and Documentation Policy/Plan
- Housekeeping Standards
- Water Usage
- Garage Sales
- Community
- Pest Control
- Parking and Towing
- Pet Ownership

Section 8 Management:

- Administrative Plan

Grievance Procedures

Public Housing

The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

Residents or applicants who desire to initiate the PHA grievance Process should contact the following:

- Public Housing Office

Section 8

The PHA has established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

- Anyone denied assistance or terminated from the HCV Program is given an opportunity for an informal hearing or review, in situations that allow it

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

Homeownership Programs

Public Housing

The PHA may administer homeownership programs for public housing.

Section 8 Tenant Based Assistance

The PHA may administer homeownership programs for Section 8.

Community Service and Self-Sufficiency Programs REVISION

A. PHA Coordination with the Welfare (TANF) Agency.

1. The PHA has not entered into a cooperative agreement with the TANF Agency, to share information and /or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937.)
2. Other coordination efforts between the PHA and TANF agency include:
 - Client referrals
 - Information sharing regarding mutual clients (for rent determinations and otherwise)

B. Services and programs offered to residents and participants by the Abilene Housing Authority are as follows:

(1) General

a. Self-Sufficiency Policies

The PHA has set a goal to promote social self-sufficiency and asset development of families and individuals by increasing the number of HCV FSS participants and reviewing the need for a low-rent housing program FSS program. If the PHA determines there is a need to employ discretionary policies as stated above, it may do so.

b. Economic and Social self-sufficiency programs

If review of the Low-Rent Housing Program determines that there is a need for a FSS Program, the PHA shall research avenues to coordinate, promote or provide supportive services. PHA plans to have FSS Coordinator work with public housing residents.

(2) Family Self Sufficiency Programs **REVISION**

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants	Actual Number of Participants <i>(As of: 04/09/2020)</i>
Public Housing	N/A	N/A
Section 8	5	80

C. Welfare Benefit Reductions

The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies

D. Community Service Requirement

Pursuant to section 12(c) of the U. S. Housing Act of 1937, the PHA will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance.

Description of the Community Service Policy

The Abilene Housing Authority's Community Service Policy is simple and definitive of Section 512 of the Quality and Work Responsibility Act of 1998. The Abilene Housing Authority believes that the community service requirement should not be received by the resident to be a punitive or demeaning activity, but rather to be a rewarding activity that will benefit both the resident and the community. Community service offers public housing residents and opportunity to contribute to the communities that support them while gaining work experience. The requirement is easy and rewarding and the Housing Authority provides the residents with the name of agencies, the agencies point of contact and all required paperwork necessary to accomplish the monthly service.

The Community Service Policy allows the PHA to identify those residents required to participate in the community service requirement. Participants will be required to contribute 8 hours of community service each month or to participate in a self-sufficiency program for 8 hours each month. Identified residents are responsible to determine the appropriateness of the voluntary service within guidelines provide in the policy. Allowed activities that may be included are listed in the policy. Voluntary political activities are prohibited from being considered to meet the Community Service requirement. Participation in self-sufficiency activities that may be included are listed in

the policy. A list of exemptions that may be claimed from the requirement is provided in the policy. Family obligations and PHA obligations are addressed in detail. Lease requirements and documentation and non-compliance are all clearly addressed.

Administrative Steps Taken to Implement the Requirement

The following administrative steps were taken in implementing the PHA Community Service Policy. A written notification was sent to all residents regarding requirements on exempt status of each adult family member. The PHA informed all residents that the program would be administered by the PHA, however; they are required to have their hours documented and signed by the agencies where they volunteered. Finally, that the volunteer sheet required for filing would be provided by the PHA. The PHA maintains a tracking log.

Programmatic Aspects of the Requirements

Activities that the residents can participate in and receive community service credit are Job Training, Computer Skills Training, Resident Volunteer patrol and participation in the tenant association. The following agencies assist the residents in accomplishing their community service: Abilene Day Nursery, Boys/Girls Club, Boy Scouts, Girl Scouts, Big Brothers/Big Sisters, Senior Citizen Center, Abilene Make A Difference Day, Abilene Weatherization Program, Abilene Regional Council on Alcohol and Drug Abuse, City Light Ministries, Kiwanis, Rolling Plains, Inc., and City of Abilene Recreation Department. For non-compliance with the Community Service Policy the PHA informed residents again of the requirements, then inform them of the consequences for non-compliance, i.e., grounds for eviction.

PHA will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance.

Community Service Implementation Report: REVISION

- Number of tenants required to perform community service: 6
- Number of tenants performing community service: 0
- Number of tenants granted exemptions: 198
- Number of tenants in non-compliance: 6
- Number of tenants terminated/evicted due to non-compliance: 0

Safety and Crime Prevention REVISION

The PHA's plan for safety and crime preventions to ensure the safety of the public housing residents is addressed below.

A. Need for measures to ensure the safety of public housing residents:

1. Description of the need for measures to ensure the safety of public housing residents.
 - Observed lower-level crime, vandalism and/or graffiti
2. Information or data used by the PHA to determine the need for PHA actions to improve safety of residents:
 - Resident reports
 - PHA employee reports
 - Police reports
3. Developments that are most affected:
 - Vogel
 - Riviera

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year.

1. List of crime prevention activities:
 - Contracting with outside and/or resident organizations for the provision of crime and/or drug-prevention activities
 - Activities targeted to at-risk youth, adults, or seniors
 - Installation of additional security cameras
2. Developments that are most affected:
 - Vogel
 - Riviera

C. Coordination between PHA and the police. **REVISION**

1. Description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:
 - Police regularly meet with the PHA managers and residents
 - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - **4** days/week patrol – patrol reports provided

2. Developments that are most affected:

- Vogel
- Riviera
- E. W. Williams

Pet Policy

EXEMPTION FROM THE PET RULES FOR SERVICE AND COMPANION ANIMALS:

- Verification that the person making the request is a person with a disability.
- Verification that the animal is needed by a person with a disability, either to provide a service or to act as a companion.
- Verification that the animal owned by the individual with a disability will meet the need identified.
- Verification that someone in the household is able to provide for the animal's well-being and that an alternative arrangement, that will not impair the condition of the dwelling unit and grounds, has been made.

MANAGEMENT APPROVAL OF PETS – all pets must be approved in advance by the Abilene Housing Authority (AHA) management. The pet owner must submit an application to keep a pet, pay all applicable fees/deposits, and enter into a written Pet Agreement with the AHA.

REGISTRATION OF PETS:

- Pets must be registered with the AHA and the deposit paid before the pet is brought onto the premises.
- The pet must be registered with the AHA annually thereafter. Registration includes:
 - Certificate signed by a licensed veterinarian or designated state or local authority or agent, stating that the pet has received all inoculations required by state and local law
 - Statement signed by a licensed veterinarian that the animal is in good health, has no communicable diseases or pests, and in the case of dogs and cats, is spayed or neutered.
 - Sufficient information to identify and demonstrate that the animal is common household pet

The notice of refusal may be combined with a notice of a pet violation. A resident who cares for another Resident's pet must notify the AHA and agree to abide by all of the pet rules in writing. The privilege, for a family residing at the Pioneer, Deegan, and Vogel Sites, to keep a pet may be revoked at any time subject to Housing Authority Grievance Procedure if the animal becomes destructive, unhealthy, unclean, or becomes a nuisance to others, or if the Resident/owner fails to comply with the issued standards.

STANDARD FOR PETS

TYPES OF PETS ALLOWED – the following types of pets are the only pets that will be allowed. Resident will be permitted to own a maximum of one, four-legged, warm-blooded pet, one 20-gallon fish tank, and one cage with up to 2 birds in the dwelling unit at one time. In the case of multiple pets, the resident will be required to pay the necessary fees and complete the required registration for each pet.

- Dogs
- Cats
- Birds
- Fish
- Rodents
- Turtles

PROHIBITED INCLUDE, BUT ARE NOT LIMITED TO:

- All reptiles, with the exception of turtles
- All rodents, with the exception of guinea pigs, hamsters, or gerbils
- Animals over 20 pounds
- Pot-bellied Pigs
- Chows
- Pit Bulls
- German Shepherds
- Doberman Pinschers
- Great Danes
- Rottweilers
- Livestock
- Monkeys
- Residents must recognize that other Residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals and take appropriate measures.
- Pet owners must agree to exercise respect to other Residents.
- Resident/Pet Owner must comply with state and local animal control and animal cruelty laws.

RESPONSIBLE PARTIES/PET REMOVAL

- The Resident will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the Resident, or by other factors that render the Resident unable to care for the pet.
- If a responsible party is unwilling or unable to care for the pet or if the AHA, after reasonable efforts cannot contact a responsible party, the AHA may contact the appropriate state or local agency and request the removal of the pet.
- If the pet is removed as a result of any hostile act or behavior on the part of the pet, the pet will not be allowed back on the premises.

- The AHA will take all necessary steps to ensure the pets, which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate state or local entity authorized to remove such animals.
- If it is necessary for the AHA to place the pet in a shelter facility, the cost will be the responsibility of the Resident/Pet Owner.

PET WASTE REMOVAL CHARGE – the pet deposit, nominal fee, and pet waste removal charges are not part of the rent payable by the resident. A pet waste removal charge of \$5.00 will be accessed against the resident for violations of the pet policy.

NOISE – Pet owners must agree to control the noise of their pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit and premises. Noise includes, but is not limited to loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.

PETS TEMPORARILY ON THE PREMISES

- Pets, which are not owned by a resident, will not be allowed.
- Residents are prohibited from feeding or harboring stray animals.
- State and local laws governing pets in dwelling accommodations shall prevail.

PET RULE VIOLATION NOTICE – if a determination is made on objective facts supported by written statements, that a resident has violated a Pet Policy, written notice will be served. This notice will state:

- That the resident has (2) working days from the date the notice is served, to correct the violation or to make written request for a meeting to discuss the violation.

DAMAGES

1. AHA will use the pet deposit upon removal of the pet or the owner from the unit for, but not limited to the following expenses:

- All reasonable expenses incurred by the AHA.
- The result of any damages directly attributable to the presence of the pet in the Housing Complex will be the responsibility of the resident, including:
 - The cost of repairs and replacements to the resident's dwelling unit.
 - Fumigation of the dwelling unit.

AHA may initiate procedures for termination of residency based on a pet rule violation if:

- The pet owner has failed to remove the pet or correct a pet rule violation within a two (2) day-time period specified.
- The pet rule violation is sufficient to begin procedures to terminate residency under terms of the Lease.

3. Refund of the Pet Deposit:

- a. No refund of the pet deposit will be made until the pet or the owner has vacated, and the AHA has inspected the dwelling unit.
- b. The pet deposit shall be refunded within thirty (30) days after the resident moves out or when the resident no longer keeps a pet, whichever is earlier.
- c. AHA will return the Pet Deposit to the former resident or to the person designated by the former resident in the event of the former resident's incapacitation or death.
- d. AHA will provide the resident or designee identified above with a written list of any charges against the pet deposit.
- e. If the resident disagrees with the amount charged to the pet deposit, the resident may request a meeting with AHA to discuss the refunded amount, if the resident wishes to appeal.
- f. Security deposit will be refunded to resident, less any charges to spray the apartment and yard for ticks, fleas, and/or repair damages to the Resident's apartment and yard, or any AHA owned property.

Most Recent Fiscal Year Audit

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

Y N

If, yes, please describe: *N/A*

Asset Management

The PHA will conduct a Physical Needs Assessment (PNA) of all AMP's within the next fiscal year. The needs of the projects will be prioritized, not only based upon the PNA, but also upon needs identified during inspections performed by PHA staff and HUD REAC and during Energy Audits. A combination of these methods will determine the agency's long-term operating goals and serve as a guide in handling the agency's capital investments. The needs, as determined, will serve as the agency's guide towards developing a plan of action with regards to rehabilitation, demolition/disposition. The current plans for modernization activities are included in the Agency's Annual Statement and Five-Year Action Plan.

The PHA will proceed to allocate funds, based upon funds availability, to the projects identified as a result of those efforts previously described and also based upon other current available project information pertaining to occupancy, vacancies, expenses, prior improvements and other project data.

Hope VI or Choice Neighborhoods

The PHA has not received a HOPE VI revitalization grant.

The PHA does not plan to apply for a HOPE VI Revitalization grant in the Plan year.

There is a need for the Choice Neighborhoods Grant (CNG) in the City of Abilene. The Abilene Housing Authority's CEO has been in communication with our Congressman, City Manager and President of the Abilene Chamber of Commerce concerning the CNG and all feel that the CNG would be beneficial to the Abilene, TX community. If funding were available, we will consider applying for the CNG grant.

Mixed Finance Modernization or Development

Currently, there is no plans for Mixed Finance Modernization (MFM) or Developments this year. Although, Abilene Housing Authority considers these two options annually if there is a community need or opportunity to develop.

Demolition and/or Disposition

AHA does not plan to conduct any demolition or disposition activities in the plan Fiscal Year, although, if there is an opportunity for RAD or LIHTC movement that would benefit the community we could consider or start the process.

Designated Housing for Elderly and Disabled Families

The PHA has not designated or applied for approval to designate or does not plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will not apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year.

Conversion of Public Housing to Tenant Based Assistance

At this point, AHA does not plan to convert Public Housing to Tenant Based Assistance this year. As regulatory requirements and funding proposals continue to change it could cause AHA to move toward a conversion this year. The AHA will respond accordingly.

Conversion of Public Housing to Project-Based Assistance under RAD

The PHA is analyzing the need to convert Public Housing to Project-Based Assistance under RAD.

Occupancy by Over-Income Families

Significant Amendment to the PHA Plan: Public Housing Income Limit

Section 103 of the Housing Through Modernization Act of 2016 (HOTMA) amends section 16(a) of the United States Housing Act of 1937 (42 U.S.C. 1437n(a) to place an income limitation on public housing tenancy for families. The law requires the PHA to terminate assistance of over-income families.

After a family's income has exceeded 120% of the area median income (AMI) (or a different limitation established by the Secretary) for two consecutive years, the PHA must terminate the family's tenancy within 6 months of the second income determination or charge the family a monthly rent equal to the greater of (1) the applicable Fair Market Rent, or (2) the amount of monthly subsidy for the unit including amounts from the operating and capital fund, as determined by regulations.

Occupancy by Police Officers N/A

Non-Smoking Policies

Abilene Housing Authority implemented a Smoke Free Policy that went into effect on July 30, 2018. The policy will be applicable for all new as well as current Public Housing residents and will include all public housing dwelling units, common areas, PHA administrative offices and all areas within 25 feet of buildings. The policy will prohibit the use of all lit tobacco products, hookahs (or water pipes) and electronic cigarettes.

Project-based Vouchers

AHA may utilize the PBV Program this year to work with a community movement project to house homeless families in Abilene, TX.

Units with Approved Vacancies for Modernization N/A

Other Capital Grant Programs (i.e. Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). ***HUD has recently awarded \$18,000 for the purchase of carbon monoxide detectors under the Safety and Security grant.***

Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).

- 1) 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.

See HUD Form 50075.2 approved by HUD on __/__/__

Challenged Elements –