

<b>Streamlined Annual PHA Plan</b> <i>(HCV Only PHAs)</i>	<b>U.S. Department of Housing and Urban Development</b> <b>Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b> <b>Expires 02/29/2016</b>
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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-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

**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 and 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><b>PHA Name:</b> <u>Housing Authority of the City of Longview, dba Housing Opportunities of SW WA</u> PHA Code <u>WA007</u>  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>10/2022</u>  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Housing Choice Vouchers (HCVs)</b> <u>1591</u>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission                      <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below 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. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>Information about the PHA Annual plan and all plan elements are available at:</p> <p>PHA's main business office at 820 11<sup>th</sup> Ave., Longview WA 98632  PHA's VIP Office at 1207 Commerce Ave., Longview WA 98632  Lilac Place, 1315 Glenwood St., Woodland WA 98674  Hawthorne House Apartments, 1400 Woodside St., Woodland WA 98674  PHA's website at <a href="http://www.hoswwa.org">www.hoswwa.org</a></p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 20%;">Program(s) not in the Consortia</th> <th style="width: 20%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <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	Lead HA:																								
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<b>B.</b>	<b>Annual Plan.</b>																																	
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <table border="0"> <tr> <td style="padding-right: 10px;">Y</td> <td style="padding-right: 10px;">N</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Housing Needs and Strategy for Addressing Housing Needs.</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Financial Resources.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Rent Determination.</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Operation and Management.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Informal Review and Hearing Procedures.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Homeownership Programs.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Substantial Deviation.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Significant Amendment/Modification.</td> </tr> </table> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p> <p>Chapter 4 – Applications, Waiting List and Tenant Selection</p> <ul style="list-style-type: none"> <li>○ 4-III-C Selection Method – Local Preferences</li> <li>○ The PHA will accept referrals from a licensed Developmentally Disabled (DD) provider in an active Memorandum of Understanding (MOU) with the PHA for preference to qualifying DD applicants who will be living or are living in a congregate (shared common space) setting with services provided by the referring agency.</li> <li>○ Upon recommendation and authorization from the CEO, the PHA will provide preference to qualifying households displaced from PHA owned or managed units due to flood, fire, and other circumstances outside of the resident’s control.</li> <li>○ Modify’s language updating DSHS to DCYF and assigning five of the set aside vouchers to Lewis County and five to Cowlitz.       <ul style="list-style-type: none"> <li>▪ 4-III-E Applicant Interview           <ul style="list-style-type: none"> <li>○ Eliminating applicant interviews except where necessary</li> </ul> </li> </ul> </li> </ul> <p>Chapter 5 – Briefings and Voucher Issuance</p> <ul style="list-style-type: none"> <li>▪ II.E. Voucher Term and Extensions       <ul style="list-style-type: none"> <li>○ Allowing extensions past 120 days</li> <li>○ Extensions limited to 6 months except as a reasonable accommodation</li> </ul> </li> </ul> <p>Chapter 9 – Requesting Tenancy Approval</p> <ul style="list-style-type: none"> <li>▪ PHA Policy       <ul style="list-style-type: none"> <li>○ Modification allowing submission of RFTA by email</li> <li>○ Allowing submission of proposed lease by email</li> </ul> </li> </ul> <p>Chapter 16 – Program Administration</p> <ul style="list-style-type: none"> <li>▪ 16-IV.B Informal Reviews       <ul style="list-style-type: none"> <li>○ Allowing Remote informal reviews</li> </ul> </li> </ul> <p>Temporary Policy Supplement</p> <ul style="list-style-type: none"> <li>▪ Adding EHV Policies</li> <li>▪ HUD Waiver for payment standard increase</li> </ul>	Y	N		<input type="checkbox"/>	<input checked="" type="checkbox"/>	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 checked="" type="checkbox"/>	<input type="checkbox"/>	Operation and Management.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Informal Review and Hearing Procedures.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Homeownership Programs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Substantial Deviation.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Significant Amendment/Modification.
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<p><b>B.2</b></p>	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <ul style="list-style-type: none"> <li>• Housing Opportunities of SW Washington is project basing a maximum of 15 vouchers in a new project in Raymond, Washington. This project will utilize Housing Trust Funds. This project will be owned by Joint Pacific County Housing Authority. Upon completion (anticipated December 2022) the project will be managed by HOSWWA.</li> <li>• HOSWWA is also applying for funding for Sunrise Village, a 45 unit new construction project in Longview WA. If funding is received, HOSWWA contemplates adding Project Based Vouchers to 50% of the units. Project basing units is a goal of the Housing Authority, and is declared under new goals of the 5-year Plan, B.2.1.a and B.2.6.a and b to work closely with Coordinated Entry agencies in all our county jurisdictions, and to expand on partnerships for services in this project. B.2.8Attaching PBV continues to fulfill our goal of expanding affordable housing opportunities in our jurisdictions.</li> </ul>
<p><b>B.3</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY</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><b>FINDING: 2020-001: Capital Asset and Depreciation Accounting</b>  Management performed an extensive internal review of their fixed asset schedules and identified a number of computation errors from prior years that were corrected during 2020. In addition, as part of the 2020 audit, we noted additional depreciation computation errors that required adjustment to the financial statements. The existing system of internal review did not identify certain errors in the depreciation calculation spreadsheets that resulted in both current and prior year computation errors.</p> <p><b>Condition and Context:</b>  During 2020, management identified that capital assets were not properly recorded and depreciated in accordance with GAAP in prior years and recorded a prior period reduction to net position of approximately \$766,000 to correct the computation errors. In addition, as part of the 2020 audit, our audit procedures identified cumulative additional prior period computation errors of approximately \$220,000 and current year computation error of approximately \$52,000.</p> <p><b>Question Costs</b>  None.</p>
<p><b>B.4</b></p>	<p><b>Civil Rights Certification</b></p> <p><a href="#">Form HUD-50077</a>, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>B.5</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <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>

**B.6 Progress Report.**

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

**1. Goal: Provide greater access to affordable housing by increasing the number of homes available to low and medium income families across jurisdictions.**

- a. **COMPLETED:** Completed construction on Driftwood Point, a 27 unit project located in Long Beach, WA utilizing funding from Low Income Housing Tax Credits and Housing Trust Fund. This project is owned by Joint Pacific County Housing Authority, in partnership with Longview Housing Authority. This project is managed by HOSWWA.
- b. **IN PROGRESS:** Continue development process for Willapa Center, located in Raymond, WA. This project was not approved for LIHTC, however, Housing Trust Fund has fully funded the gap. It is expected that 15 Housing Choice Vouchers will be attached to this project. This project will begin construction in 2020.
- c. **IN PROGRESS:** A new project located on 38<sup>th</sup> and Pennsylvania Street in Longview, Washington is under consideration. This 45 unit project that is entering funding rounds for the second time. Land was donated by the Longview Presbyterian Church.
- d. **IN PROGRESS:** HOSWWA owns 6 acres of land on Ocean Beach Hwy in Longview. We are currently developing a new development plan for this project to be completed by 9/22.
- e. **IN PROGRESS:** Increase affordable homeownership opportunities through development of new housing, and the Section 8 homeownership program. Maintain solid partnerships and identify new funding sources for down payment assistance.
- f. **IN PROGRESS:** Continue development and preservation of affordable housing. This will be done through development of new housing and acquisition/rehab of existing housing throughout our jurisdiction as opportunities arise. Emphasis will be on expanding housing where gaps in supply have been identified in the Consolidated Plans. Every effort will be made to leverage other public and private funds where available.

2. **Goal:** HOSWWA continues to work diligently towards 100% utilization of Housing Choice Vouchers as long as sufficient funding is appropriated by Congress.

3. **Goal:** Expand the supply of assisted housing by applying for additional rental vouchers and tenant based rental assistance when opportunities arise. HOSWWA continues to apply for new vouchers as they become available.

4. **Goal:** Promote self-sufficiency and asset development of assisted households. HOSWWA will pursue funding opportunities to expand the Rent Well Program to improve tenant education and rental housing choice options.

5. **Goal:** Ensure equal opportunity and affirmatively further fair housing by providing continuous training opportunities for staff and undertaking affirmative measures to ensure accessible housing to all.

**6. IN PROGRESS: Actively leverage partnerships and community engagement to increase effectiveness and expand opportunities.**

- a. Improve outreach efforts to increase awareness about available programs by enhancing partnerships with the Coordinated Entry agencies in each County, local Rental Property Owner's Associations, Lower Columbia CAP, DSHS and Willapa Behavioral Health by continuing informational sharing events and trainings.
- b. Work with local service providers to identify potential partnership opportunities to expand the supply of housing and supportive services. Many new partnerships have been developed with agencies across our jurisdiction.
- c. Provide development assistance to smaller partner agencies to increase affordable housing options in rural areas outside the City of Longview to include Wahkiakum, Lewis and Pacific Counties.

**7. IN PROGRESS: Create and implement tools to thrive**

- a. Continue to improve program integrity and quality of service by working to identify administrative efficiencies and streamlining procedures.
  - b. **DISCONTINUED:** HOSWWA has discontinued searching for funding sources to continue operation of two Janus Homes. A partnership was formed to assist Janus in developing a drop in center for homeless unaccompanied youth. Leases on these two properties have been transitioned to Janus Youth Services. Janus will continue operating Youth Services out of the properties in Longview.
8. **DISCONTINUED:** Reliable Enterprises was unsuccessful in obtaining funding to pursue Phase II. No additional project based vouchers will be set aside for Reliable Enterprises at this time.
9. **IN PROGRESS:** Due to modifications in supportive services grant funds from Veterans Affairs (VA) distributed to the Veteran Integration Program (VIP) department of HOSWWA, a reassessment and reorganization has been fully implemented to better serve homeless veterans in the HA's jurisdiction. HOSWWA is seeking new funding sources to expand into a full supportive housing program available to HOSWWA tenants.

<b>B.7</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></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>(a) 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>Comments below:</p> <p>Attendees at the RAB meeting on 4/28/22 had not concerns with the proposed policy changes and that they support the changes. They stated they especially appreciate our program working to reunite families. They were also very positive about proposed development plans.</p>
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## Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

**A. PHA Information.** All PHAs must complete this section. ([24 CFR §903.23\(4\)\(e\)](#))

**A.1** Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of 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.

**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. ([24 CFR §903.11\(c\)\(3\)](#))

**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.”

**Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. 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\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). 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.** A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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\(c\)](#))

**Rent Determination.** A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)\(3\)\(4\)](#)).

**Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

**Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

**Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(i)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(i)(iii)).

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

**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; or b) any change with regard to homeownership programs. 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.

**B.2 New Activity.** If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark "yes" for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark "no." (24 CFR §983.57(b)(1) and Section 8(13)(C) of the United States Housing Act of 1937.

**Project-Based Vouchers (PBV).** Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

**B.3 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 §903.11(c)(3), 24 CFR §903.7(p))

**B.4 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.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

**B.6 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 §903.11(c)(3), 24 CFR §903.7(r)(1))

**B.7 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)

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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 Annual PHA Plan. The Annual PHA Plan provides 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 for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour 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