

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Solano County Housing Authority</u> PHA Code: <u>CA131</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>7/1/2013</u>												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: <u>251</u>												
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <tr> <td>PH</td> <td>HCV</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	PH	HCV						
PH	HCV												
	PHA 1:												
	PHA 2:												
	PHA 3:												
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:												
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.												

PHA Plan Update

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

The SCHA updated the following administrative plan policies and will submit the revised plan to HUD.

- *Income and Subsidy Determinations: amended existing policies and procedures.*
- *Verification modified existing policies: and procedures.*
- *Reexaminations modified existing policies: and procedures*

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

The Solano County Housing Authority (SCHA) uses a preference system to determine placement on the Section 8 Waiting List. Applications are selected from the list based on preferences that include residency in Dixon, Rio Vista and the unincorporated areas of Solano County; Working, Elderly or Disabled; Veteran; and Displaced by Local Government Action. Applications with the same preference rating are placed on the list by date and time of application. When funding is available, names are pulled from the list and eligibility is determined based on HUD's guidelines.

2. Financial Resources - *Resources available to the SCHA to address identified needs include the Section 8 Program and HUD Family Self-Sufficiency Coordinator grant totaling approximately \$1,621,555 annually.*

3. Rent Determination Policies - *The SCHA's policy for determining the amount of rental assistance is based on family income and the Voucher Payment Standard. The Payment Standard is currently set at approximately 93% of the area Fair Market Rent (a HUD established gross rent including utilities based on regional conditions). The Payment Standard is evaluated annually to determine if it is adequate.*

4. Operations and Management Policies - *The SCHA operates the Section 8 Housing Choice Voucher Rental Assistance Program in collaboration with informational, referral and supportive services and programs provided by Dixon Family Services, the Rio Vista Food Ministry, various departments within the City of Vacaville, and other community agencies. All offer resources to economically disadvantaged members of the community such as emergency food assistance, utility payment assistance, and other supportive services.*

5. Grievance Procedure - *The SCHA has established the following grievance procedures for families participating in the Section 8 HCV Program:*

Resolution Conference - The Resolution Conference is the SCHA's attempt to resolve the violations with the participant prior to proposing termination of assistance. Clients are notified of alleged violations of family obligations and an appointment is scheduled with a SCHA representative to meet in an attempt to resolve the allegation.

Informal Hearing - If the issue is not resolved at the Resolution Conference, the participant will be sent a termination letter with an option of requesting an Informal Hearing in accordance with HUD regulations. A Hearing Officer who is not involved with the daily operations of the SCHA conducts the hearing. Both the family and the SCHA present their case to the Hearing Officer. Decisions reached by the Hearing Officer are final.

6.0

6. Designated Housing for Elderly and Disabled Families - *Not applicable- the SCHA does not administer Public Housing*

7. Community Service and Self-Sufficiency - *Not applicable- the SCHA does not administer Public Housing*

8. Safety and Crime Prevention - *Not applicable- the SCHA does not administer Public Housing*

9. Pets - *Not applicable- the SCHA does not administer Public Housing*

10. Civil Rights Certification

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: A Housing Authority Board Resolution will accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year Annual Plans, that is submitted to the Field Office in hard copy.

11. Fiscal Year Audit

There were no audit findings for fiscal year 2012.

12. Asset Management

Not applicable - The SCHA does not administer Public Housing

13. Violence Against Women Act (VAWA)

The Violence Against Women Act (VAWA) requires the PHA's five-year and annual PHA plans to contain information regarding any goals, activities, objectives, policies, or programs of the PHA that are intended to support or assist victims of domestic violence, dating violence, sexual assault, or stalking. The SCHA's goals, activities, objectives, policies and programs regarding VAWA are summarized as follows:

- *The SCHA will continue maintaining compliance with all applicable legal requirements imposed by VAWA.*
- *The SCHA will continue to develop its Section 8 program policies and procedures as needed to implement the requirements of VAWA.*
- *When terminating or denying assistance, the SCHA will take into consideration if the reason for the criminal activities, lease violations or other violations is a direct result of a family member being the victim of domestic violence.*
- *The SCHA staff has received training on the rights and protections afforded under VAWA and will continue to provide training to new staff.*
- *The SCHA notified all participants upon initial enactment of VAWA by direct mailing, and will notify clients new to the program at the program briefing.*
- *Refer to Office of Family Violence Protection (Solano County).*

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

A copy of the PHA Plan (including attachments) is available to the public at the Solano County Housing Authority Office at 40 Eldridge Avenue, Suite 2, Vacaville, CA 95688, Monday through Friday from 8:30 a.m. to 5:00 p.m. excluding Holidays and furloughs (typically the first and third Friday of each month).

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>(a) <u>Hope VI or Mixed Finance Modernization or Development</u> - <i>Not applicable- the SCHA does not administer Public Housing</i> (b) <u>Demolition and/or Disposition</u> - <i>Not applicable- the SCHA does not administer Public Housing</i> (c) <u>Conversion of Public Housing</u> - <i>Not applicable- the SCHA does not administer Public Housing</i></p> <p>(d) <u>Section 8 Homeownership Program</u> <i>The Section 8 Homeownership Program offers an option for qualified families who receive Section 8 tenant based rental assistance to purchase a home in lieu of renting. The SCHA allows eligible participants in the Section 8 Program the option of participating in the Section 8 Homeownership Program. Currently, there is no maximum number of families allowed to participate in the Homeownership Program. However, the SCHA reserves the right to give preference to families participating in the Family Self-Sufficiency program should the number of participants need to be restricted in the future.</i></p> <p><i>Homeownership assistance may be used to purchase either a one-unit property or a single dwelling unit in a cooperative or condominium that is either already existing or under construction at the time the family is determined eligible for homeownership assistance. A manufactured home and the real property upon which it sits may also be eligible. The SCHA has established relationships with local lenders: Wells Fargo, First Northern Bank, Travis Credit Union, as well as Guild Mortgage who provides low interest CalHFA loans to persons with disabilities. These lenders have committed to providing mortgages to eligible Section 8 Homeownership Program clients in order to purchase eligible properties.</i></p> <p><i>The biggest obstacle faced by clients participating in the Section 8 Homeownership Program continues to be affordability. Although overall home prices have dropped significantly over the last 5 years due to the high number of foreclosures, the current median sales price of \$202,400 is more than most clients can qualify for at this time. The few units available at lower prices are generally condominiums that may be too small for the family size of the clients participating in the Homeownership Program.</i></p> <p><i>The SCHA currently has two successful clients who are receiving monthly homeownership assistance and two participants in the program working towards homeownership. The SCHA believes that the number of successful participants will grow. To help ensure that clients are prepared for homeownership opportunities in the future, the SCHA continues to focus on providing Homeownership Program participants with one-on-one homeownership counseling. The SCHA will undertake the following actions to implement the program this year:</i></p> <ul style="list-style-type: none"> • <i>The SCHA will continue partnerships with local lenders to finance homes for purchase by qualifying Section 8 participants.</i> • <i>The SCHA will continue relationships with the North Bay Housing Coalition and other local PHAs that provide participants with the support, education, and resources needed to locate a home for purchase, move from renting to homeownership and retain homeownership status.</i> • <i>The SCHA will actively pursue opportunities to establish partnerships with additional lenders and other agencies to increase the availability of financing and add to the buying power of Section 8 Homeownership participants.</i> • <i>The SCHA will not limit the number of families eligible to participate in the Section 8 Homeownership Program at this time.</i> • <i>The SCHA will continue to provide Section 8 Homeownership Program information in Spanish to effectively explain the program's purpose and benefits to Spanish-speaking households.</i> • <i>The SCHA's bilingual technicians will continue to assist in facilitating the transition from renting to homeownership for Spanish-speaking households.</i> • <i>The SCHA will continue to provide assistance to individuals with Limited English Proficiency (LEP) consistent with the SCHA's Language Assistance Plan (LAP). This includes providing assistance in languages other than Spanish through a professional telephone interpreter service.</i> • <i>The SCHA FSS Coordinator will continue to meet individually with Section 8 homeownership participants to evaluate their readiness for homeownership and, if needed, develop an action plan to facilitate their transition from renting to homeownership.</i> <p><u>Project-based Vouchers</u> - <i>Not applicable - the SCHA will not be administering a project-based program in 2013-2014.</i></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. . - <i>Not applicable - the SCHA does not administer Public Housing</i></p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. . - <i>Not applicable - the SCHA does not administer Public Housing</i></p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. . - <i>Not applicable - the SCHA does not administer Public Housing</i></p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. . - <i>Not applicable - the SCHA does not administer Public Housing</i></p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. <i>Not applicable-The SCHA is a High Performer and will submit with 5-year plan, as allowed by regulation.</i></p>

9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. Not applicable-The SCHA is a High Performer and will submit with 5-year plan, as allowed by regulation.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested. <i>Not applicable-The SCHA is a High Performer and will submit with 5-year plan, as allowed by regulation.</i></p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>