

VERSION 1  
APRIL 1, 2017

**HOUSING AUTHORITY OF MARICOPA COUNTY  
ANNUAL PUBLIC HOUSING AGENCY PLAN  
2017 – 2018**

MARICOPAHOUSING.ORG

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**TABLE OF CONTENTS**

**A.1. PHA Annual Plan HUD 50075-ST..... 3**

**B.1. Plan Elements Revised ..... 6**

    Statement of Housing Needs ..... 8

    Deconcentration and Other Policies that Govern Eligibility, Selection, Admissions ..... 12

    Financial Resources ..... 15

    Rent Determination ..... 16

    Operation & Management..... 17

    Asset Management ..... 18

**B.2. New Activities ..... 19**

    HCV Summary ..... 20

    Demolition and/or Disposition ..... 22

    RAD Conversion Summary ..... 23

    Project Based Vouchers ..... 34

**B.3. Board Resolution & Compliance Certification ..... 35**

**B.4. Fiscal Year Audit ..... 39**

**B.5. Progress Report ..... 41**

**B.6. Resident Comments ..... 44**

**B.7. Certification of PHA Plan Consistency with Consolidated Plan ..... 46**

**C.1. 5-Year Capital Action Plan ..... 48**

<b>Annual PHA Plan</b> <b>(Standard PHAs and</b> <b>Troubled PHAs)</b>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing  <b>DRAFT</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-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A. PHA Information.					
A.1	PHA Name: <u>Housing Authority of Maricopa County</u> PHA Code: <u>AZ009</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2017</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>529</u> Number of Housing Choice Vouchers (HCVs) <u>1592</u> Total Combined Units/Vouchers <u>2,121</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission  <b>Availability of Information.</b> HAMC Website <a href="http://www.maricopahousing.org">www.maricopahousing.org</a> HAMC Administrative Office, 8910 N. 78 <sup>th</sup> Avenue, Peoria 85345 Peoria Public Housing Office, 10950 N. 87 <sup>th</sup> Avenue, Peoria 85345 Rose Terrace Office, 525 E. Harrison Drive, Avondale 85323 Surprise Public Housing Office, 12976 W. Cottonwood, Surprise 85378 Mesa Public Housing Office, 710 W. 8 <sup>th</sup> Avenue, Mesa 85210  <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)				
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program
					PH      HCV
	Lead PHA:				

<b>B.</b>	<b>Annual Plan Elements</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?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):  Refer to Appendix B.1.</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.  Refer to Appendix B.1.</p>					
<b>B.2</b>	<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</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.  Refer to Appendix B.2.</p>					
<b>B.3</b>	<p><b>Civil Rights Certification.</b></p> <p>Form HUD-50077, <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.  Refer to Appendix B.3.</p>					

<p><b>B.4</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:  A Significant Deficiency was identified regarding General Ledger Maintenance and described that financial information relating to certain balance sheet accounts and inter-program transactions were not recorded appropriately and/or reconciled in a timely basis. Refer to Appendix B.4.</p>
<p><b>B.5</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.  Refer to Appendix B.5.</p>
<p><b>B.6</b></p>	<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>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>Refer to Appendix B.6.</p>
<p><b>B.7</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> <p>Refer to Appendix B.7.</p>
<p><b>B.8</b></p>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A  <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>C. Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>	
<p><b>C.1</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>The most recent HUD-approved 5-year Action Plan was approved April 13, 2016. Refer to Appendix C.1 for approved 5-Year Action Plan.</p>

<p><b>B.4</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:  A Significant Deficiency was identified regarding General Ledger Maintenance and described that financial information relating to certain balance sheet accounts and inter-program transactions were not recorded appropriately and/or reconciled in a timely basis. Refer to Appendix B.4.</p>
<p><b>B.5</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.  Refer to Appendix B.5.</p>
<p><b>B.6</b></p>	<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>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>Refer to Appendix B.6.</p>
<p><b>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD 50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>Refer to Appendix B.7.</p>
<p><b>B.8</b></p>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A  <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>C. Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>	
<p><b>C.1</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>The most recent HUD-approved 5-year Action Plan was approved June 15, 2015. Refer to Appendix C.1 for new/updated 5-Year Action Plan.</p>

## Appendix B. 1 Plan Elements Revised

**B.1 Statement of Housing Needs and Strategy for Addressing Housing Needs**

1. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families

According to the Maricopa Urban County 2015-2020 Five Year Consolidated Plan, many Maricopa County residents pay more than 50% of their income on housing and utilities.

Of the 23,471 <b>extremely low- income</b> renting households...
15% are elderly 38% are small households 15% are large households 32% are one-person households

It is estimated that a total of 42,395 households (6% of all households within the Urban County) are households earning less than 30% of the median income. 92% of HAMC public housing applicants and 82% of the HCV applicants are at or below this income level. The table below describes the type of households facing housing issues at 30% of the median income.

Of the 24,679 <b>very low-income</b> renting households...
23% are elderly 34% are small households 11% are large households 32% are one-person households

It is estimated that a total of 46,510 households or 6.5% of all households in HAMC’s jurisdiction are comprised of households earning between 31 to 50% of the median income with housing problems of some sort. 6% of HAMC public housing applicants and 12% of the HCV applicants are at or below 50% of the median area income level. The table below describes the type of households that were facing housing issues at 50% of the median income.

Of the 29,546 <b>low-income</b> renting households...
15% are elderly 39% are small households 9% are large households 37%are one-person households

It is estimated that a total of 64,280 households or 9% of households in HAMC’s jurisdiction are comprised of households earning 51% to 80% of the median income with housing problems of some sort. This group makes up only 1% of HAMC’s public housing applicants and 6% of HCV applicants on HAMC’s current waitlist. The table below describes the type of households that were facing housing issues at 80% of the median income.

HAMC’s mission is to improve the quality of life of families and strengthen communities by developing and sustaining affordable housing programs, and an important strategic priority for the Agency is to increase housing options in underserved communities and to maintain the affordability and subsidy for each HAMC property. HAMC will accomplish all of this by:

- Serving in the County’s efforts to end chronic homelessness
- Exploring options for mixed income communities throughout Maricopa County jurisdiction
- Investigating the availability of VASH voucher funding or the viability of establishing a veterans housing program
- Repositioning and repurposing existing portfolio for supportive or affordable housing options
- Exploring the creation of a home ownership program
- Creating and implementing redevelopment strategies for the entire HAMC portfolio
- Applying for all opportunities to grow rental assistance programming
- Diversifying affordable housing options in high opportunity neighborhoods
- Applying for Moving to Work (MTW) designation
- Applying for grants that would provide additional supportive services to HAMC program participants
- Applying for grants that would provide additional housing opportunities to Maricopa County residents



2. Brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction **serviced by the PHA**

	Families with incomes below 30 percent of area median income (extremely low-income)	Elderly families and families with disabilities
Affordability	<p>Partnerships with local nonprofit agencies and the Maricopa County Human Services Department (MCHSD) have increased the resources available to residents and HCV voucher holders. Family Self Sufficiency and Resident Self Sufficiency programming has created linkages for HAMC customers to MCHSD programming to be able to improve their credit scores, obtain GED certificates, attend college, earn workforce / technology certificates, increase wage based incomes and reduce reliance on welfare assistance.</p> <p>Norton Circle in Avondale and Watson Homes in Buckeye are under review for feasible affordable housing options.</p>	Partnerships with local nonprofit agencies and the Maricopa County Human Services Department have increased linkages to programming such as SAIL case management, and personal care and home health aid.
Supply	<p>All HAMC properties, through HUD’s RAD program, are converting to Section 8 rental assistance and will undergo rehabilitation and/or redevelopment as outlined in <u>Conversion of Public Housing to Project-Based Assistance under RAD</u> section of this document. If feasible, HAMC will increase density at a property or AMP and therefore increase affordable housing supply.</p> <p>HAMC may administer on behalf of Maricopa County a Tenant Based Rental Program focused on homeless or low income families currently on HAMC Waitlists.</p> <p>The redevelopment of Coffelt and Madison through the RAD program afforded HAMC the opportunity to influence the establishment of a 10 % set aside of housing units designated for homeless individuals and families.</p>	<p>HAMC administers 100 Bridge to Permanency subsidies on behalf of Mercy Maricopa which expands the supply of Permanent Supportive Housing in Maricopa County for individuals with serious mental illness enrolled in the public behavioral health system.</p> <p>HAMC will pursue issuance of VASH vouchers for the Veteran community in the jurisdiction should HUD indicate the vouchers are available.</p> <p>HAMC may administer on behalf of Maricopa County a Tenant Based Rental Program focused on homeless or low income families currently on HAMC Waitlists.</p> <p>HAMC and Department of Economic Security/Division of Developmental Disabilities (DES/DDD) are pursuing a partnership in the Coffelt-Lamoreaux community whereby twenty-seven (27) units will be made available at the property for occupancy by qualified DDD member referrals from DES/DDD.</p>
Quality	All HAMC properties, through HUD’s RAD program, are converting to Section 8 rental assistance and will undergo rehabilitation and/or redevelopment as outlined in <u>Conversion of Public Housing to Project-Based Assistance under RAD</u> section of this document. Each HAMC site is being evaluated through a Physical Needs Assessment. Upon completion, a long term improvement plan will be developed for each HAMC housing site.	All HAMC properties, through HUD’s RAD program, will convert to Section 8 rental assistance and will undergo rehabilitation and/or redevelopment as outlined in <u>Conversion of Public Housing to Project-Based Assistance under RAD</u> section of this document.

	Families with incomes below 30 percent of area median income (extremely low-income)	Elderly families and families with disabilities
Accessibility	HAMC upgraded the website for limited English speakers and has also contracted with LanguageLine Solutions to provide language access to our programs by professionally trained interpreters fluent in more than 240 languages.	<p>HAMC is not required to increase the number of accessible units by a Section 504 Voluntary Compliance Agreement.</p> <p>HAMC has renovated and modernized public housing units as funding became available. HAMC will review recommendations received in the Physical Needs Assessment currently underway as part of the RAD conversions and develop an improvement plan for each site to address any accessibility concerns.</p> <p>HAMC administers Section 8 project based vouchers at Apache ASL Trails, an accessibility-rich apartment housing development in Tempe, AZ, for low income residents who are deaf and hard of hearing and other persons with disabilities.</p> <p>HAMC’s website complies with WCAG 2.0 AA published by the W3C, Web Accessibility Initiative (WAI). The accessible web design changes include improving the overall website (posts, links, images) as well as pdf web forms and online forms; namely the online waitlist application form shall be easy to complete with any smart phone. Website translation shall be available in English, Spanish, other languages and other assistive technology.</p>
Size of Units	As part of the RAD conversions, if a property will be receiving major renovations, HAMC may re-configure some of the larger unit sizes into smaller bedroom sized units to meet the demands for these unit sizes.	As part of the RAD conversions, if a property will be receiving major renovations, HAMC may re-configure some of the larger unit sizes into smaller bedroom sized units to meet the demands for these unit sizes.
Location	<p>The HAMC jurisdiction includes incorporated cities and towns and unincorporated areas across the Valley from Wickenburg to Queen Creek. HAMC’s jurisdiction specifically accounts for 827 public housing units located in Mesa, Phoenix, Buckeye, Avondale, Guadalupe, El Mirage, Tolleson, Surprise and Peoria, and 1592 Housing Choice Vouchers.</p> <p>HAMC submitted a Low-Income Housing Tax Credit application to the Arizona Department of Housing for the development of a Mesa, Arizona 60-unit new construction project known as “The Residences at Temple Groves” as co-developers with Gorman and Company.</p>	<p>The HAMC jurisdiction includes incorporated cities and towns and unincorporated areas across the Valley from Wickenburg to Queen Creek. HAMC’s jurisdiction specifically accounts for 827 public housing units located in Mesa, Phoenix, Buckeye, Avondale, Guadalupe, El Mirage, Tolleson, Surprise and Peoria, and 1592 Housing Choice Vouchers.</p> <p>HAMC administers Section 8 project based vouchers at Apache ASL Trails in Tempe AZ.</p>

3. 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\(a\)\(2\)\(ii\)](#))

When it comes to strong, safe, and healthy communities, lower cost rental housing is particularly scarce. A recent survey conducted in the Maricopa HOME Consortium shows significant waiting lists in effect for federal rental assistance programs. Many in the community await assistance from HAMC. Currently there are 805 families on the HAMC Public Housing waitlist and 8288 families on Housing Choice Voucher waitlists.

Homeless programming – HAMC has developed and implemented a program to use the HCV Program to house homeless families and individuals through the use of a portion of its attrition. It is designed to support local Maricopa County homeless strategies, and to date has housed 11 families. HAMC's Public Housing program through its Homeless waitlist preference housed 2 in 2016 and 45 to date.

Homeownership programming – HAMC may seek to evaluate the current stock of single-family homes for inclusion in a homeownership program and partnering with non-profit community groups who provide pre-purchase and down payment assistance for affordable homeownership.

Community Reentry programming -- HAMC will review the feasibility of participating in a program to house women recently released from prison.

## **B.1 Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions**

### **Deconcentration Policy**

The PHA will monitor its admissions to ensure that at least 40 percent (40%) of families admitted to public housing in each fiscal year shall have incomes that do not exceed thirty percent (30%) of area median income of the PHA's jurisdiction. Hereafter, families whose incomes do not exceed 30% of area median income will be referred to as "extremely low income families".

The PHA shall have the discretion, at least annually, to exercise the "fungibility" provision of the QHWRA by admitting less than 40 percent of "extremely low income families" to public housing in a fiscal year, to the extent that admissions of extremely low income families to the PHA's voucher program during a PHA fiscal year exceeds the 75 percent minimum targeting requirement for the PHA's Section 8 Voucher Program. This fungibility provision discretion by the PHA is also reflected in the PHA's Administrative Plan.

The fungibility credits will be used to drop the annual requirement below 40 percent of admissions to public housing for extremely low income families by the lowest of the following amounts:

1. The number of units equal to 10 percent (10%) of the number of newly available vouchers in the fiscal year; or
2. The number of public housing units that 1) are in public housing projects located in census tracts having a poverty rate of 30% or more, and 2) are made available for occupancy by and actually occupied in that year by, families other than extremely low-income families.

### **The Fungibility Floor**

Regardless of the above two amounts, in a fiscal year, at least 30% of the PHA's admissions to public housing will be to extremely low-income families. The fungibility floor is the number of units that cause the PHA's overall requirement for housing extremely low-income families to drop to 30% of its newly available units.

Fungibility shall only be utilized if the PHA is anticipated to fall short of its 40% goal for new admissions to public housing.

### **Low Income Family Admissions**

Once the PHA has met the 40% targeted income requirement for new admissions of extremely low-income families, the PHA will fill the remainder of its new admission units with families whose incomes do not exceed 80% of the HUD approved area median income.

### **Eligibility, Selection and Admissions**

The Public Housing program adopted the Notice of Occupancy Rights under the Violence Against Women Act (form HUD-5380). The Notice informs applicants and tenants of the protections for victims of domestic violence, dating violence, sexual assault, or stalking.

References to criminal arrests was removed from screening criteria for admission into the Public Housing Program.

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**Public Housing Admissions and Continued Occupancy Policy implemented the following policy changes due to regulatory updates**

Mixed Family Rents

HUD regulations prohibit assistance to ineligible family members. A *mixed family* is one that includes at least one U.S. citizen or eligible immigrant and any number of ineligible family members. HAMC must prorate the assistance provided to a mixed family. To do this, HAMC must:

- (1) Determine the Total tenant payment in accordance with 24 CFR 5.628. Annual income includes income of all family members, including any family member who has not established eligible immigration status.
- (2) Family maximum rent is equal to the applicable flat rent for the unit size to be occupied by the family.
- (3) Divide the family maximum subsidy by the number of persons in the family (all household members) to determine the maximum subsidy per each family member who has citizenship or eligible immigration status (eligible household member). The subsidy per eligible family member is “member maximum subsidy.”
- (4) Divide the family maximum subsidy by the number of persons in the family (all household members) to determine the maximum subsidy per household member who has citizenship or eligible immigration status (“eligible household member”). The subsidy per eligible family member is the “member maximum subsidy”.
- (5) Multiply the member maximum subsidy by the number of family members who have citizenship or eligible immigration status (eligible household members). The product of this calculation is the “eligible subsidy”.
- (6) The mixed family TTP is the maximum rent minus the amount of the eligible subsidy.
- (7) Subtract any applicable utility allowance from the mixed family TTP. The result of this calculation is the mixed family tenant rent.

When the mixed family’s TTP is greater than the maximum rent, HAMC must use the TTP as the mixed family TTP.

Revised public housing prorated rents will be applied to a family’s rent calculation at the first annual re-certification after the revision is adopted.

Earned Income Disallowance

The EID has a two year (24-month) lifetime maximum. The two year eligibility period begins at the same time that the initial exclusion period begins and ends 24 months later. The one-time eligibility for the EID applies even if the eligible individual begins to receive assistance from another housing agency, if the individual moves between public housing and Section 8 assistance, or if there are breaks in assistance.

During the 24-month eligibility period, HAMC will conduct an interim re-certification each time there is a change in the family member’s annual income that affects or is affected by the EID (e.g., when the family member’s income falls to a level at or below his/her pre-qualifying income, when one of the exclusion periods ends, and at the end of the lifetime maximum eligibility period).

Even if the full 24 months of disallowance (12 months of full disallowance plus 12 months of 50% disallowance) have not been used, the EID will terminate 24 months from the date when the resident first qualified for the EID.

Arrest Records in Determining Eligibility

The fact that an applicant or tenant was arrested for a disqualifying offense shall not be treated or regarded as proof that the applicant or tenant engaged in a disqualifying criminal activity. The arrest may, however, trigger an investigation to determine whether the applicant or tenant actually engaged in the disqualifying criminal activity. As part of its investigation, HAMC may

obtain the police report associated with the arrest and consider the reported circumstances of the arrest. HAMC may also consider any statements made by witnesses or the applicant or tenant not included in the police report; whether criminal charges were filed; whether, if filed, criminal charges were abandoned, dismissed, not prosecuted, or ultimately resulted in an acquittal; and any other evidence relevant to determining whether or not the applicant or tenant engaged in disqualifying activity.

#### Extension for submission of Social Security Numbers

An applicant family with a child under the age of 6 years may become a participant family, even if the SSN for the child has not been verified at the time of admission. If the SSN has still not been verified at the end of the initial 90-day period, then the HAMC must determine whether a 90-day extension is merited. If it is not merited, then the HAMC must follow the provisions of 24 CFR 5.218. If a 90-day extension is merited, then HAMC must either verify the SSN for the child by the end of the 90-day extension period or follow the provisions of 24 CFR 5.218 regarding termination of assistance/tenancy.

#### Updated Definition of Extremely Low Income

Extremely low-income family. A family whose annual income does not exceed the higher of 30 percent of the area median income or the federal poverty level for the area, adjusted for family size.

**B.1 Financial Resources**

<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants</b>		
a. Public Housing Operating Fund	2,844,810	Property operations (estimated based on submission of 52722/52753)
b. Public Housing Capital Fund:		Modernization of public housing units, operations and management.
AZ20P009501-15	411,630	
AZ20P009501-16	884,291	
c. Annual Contributions for Housing Choice Voucher – Based Assistance – Subsidy	12,141,636	Housing and Utility Voucher payments for the HCV Program for Port-Outs and S8 Project based vouchers.
d. Annual Contributions for Housing Choice Voucher – Based Assistance - Administration	927,156	Operating/Administrative Expenses
e. FSS Family Self Sufficiency	138,000	Grant Awarded for combined Public Housing and Housing Choice Voucher FSS program
f. (ROSS) Resident Opportunity & Self Sufficiency	82,000	Resident Self Sufficiency
<b>2. Prior Year Federal Grants</b>		
<b>3. Other Income Non Federal Sources</b>		
a. Tenant Rents	2,490,394	Rental to fund operations and maintenance for Public Housing properties
b. Public Housing Reserves	3,000,000	RAD conversions
c. Maricopa County-HOME Funds	\$450,000	Pending Application for Father Fidelis Kuban Homes rehabilitation
d. Maricopa County HOME Funds	\$400,000	Application pending. Funds will be used for pre- and development of the East Line Village project in Tempe
e. Gila River 12% Grant	\$300,000	Application due on Feb 28 <sup>th</sup> to Maricopa County Fluid Review.
f. Arizona Community Foundation	\$200,000	Predevelopment Funds for Norton and Watson
<b>Total Resources</b>	<b>24,269,917</b>	

**B.1 Rent Determination**

**HCV Administrative Policy Chapter 10.5 Payment Standards for the Voucher Program**

The Payment Standard is used to calculate the housing assistance payment for a family and is based on Fair Market Rents (FMR) published by HUD on an annual basis. Maricopa County is included in the Phoenix Metropolitan Statistical Area (SMA) Fair Market Rents.

HAMC will maintain the payment standards at a minimum of 90% and a maximum of 110% of the published FMR. HAMC will review and analyze the payment standards on an annual basis but will not revise the payment standards each year when the new FMR's are published if the current payment standards remain at a minimum of 90% and a maximum of 100% of the newly published FMR's.

When reviewing the payment standard on an annual basis, HAMC will consider the available budget authority and determine if a reduction in payment standards is needed including an amount below 90% of the published FMR, to assist a maximum number of households up to HAMC's baseline allocation. If it is determined that payment standards below 90% of FMR is needed, a waiver will be secured from HUD with corresponding justification.

Case by case reviews of a higher payment standard will be considered as a reasonable accommodation for a family that includes a person with disabilities. If appropriate, HAMC will approve a payment standard up to 120% of the FMR.

**Fair Market Rents and Payment Standards**

<b>Bedroom Size</b>	<b>FMR 2016</b>	<b>FMR 2017</b>	<b>Payment Standard</b>
<b>0</b>	<b>\$596</b>	<b>\$624</b>	<b>\$640</b>
<b>1</b>	<b>\$735</b>	<b>\$757</b>	<b>\$809</b>
<b>2</b>	<b>\$914</b>	<b>\$944</b>	<b>\$999</b>
<b>3</b>	<b>\$1,332</b>	<b>\$1,374</b>	<b>\$1,374</b>
<b>4</b>	<b>\$1,558</b>	<b>\$1,594</b>	<b>\$1,594</b>
<b>5</b>	<b>\$1,792</b>	<b>\$1,833</b>	<b>\$1,833</b>
<b>6</b>	<b>\$2,025</b>	<b>\$2,072</b>	<b>\$2,072</b>

**Above Payment Standards are effective 1/1/2017**



## **B.1 Operations and Management**

### **1. Smoke Free Housing:**

All HAMC owned and managed housing developments are designated “Smoke Free” housing communities. Effective January 1, 2017, HAMC prohibits smoking and the use of tobacco products at its Administrative Office Building.

2. **Waiting Lists:** The existing Public Housing wait lists were reviewed and modified due to the forthcoming RAD conversion to Project Based Rental Assistance. The current wait lists are as follows:

Mesa Area- Office located at 710 W. 8th Ave, Mesa.

Clare Feldstadt (Site 1) 710 W. 8th Ave, Mesa consisting of all 2 bedrooms

Clare Feldstadt ( Site 2) 8146 E. University consisting of 1 and 3 bedroom units

Guadalupe – Office located at 710 W. 8th Ave, Mesa.

Father Fidelis Kuban at Guadalupe Rd & Calle Tomi consists of 1, 2, 3, & 4 bedroom units

Surprise Area – Office located at 12976 W Cottonwood, Surprise

Casa Bonita – 12976 W. Cottonwood consists of 2, 3, and 4 bedroom apartments

Paradise Homes - Paradise Ln & Fulcher Drive has 1 and 2 bedroom units

West Valley Single Family Homes – 2, 3 & 4 bedroom homes located throughout the west valley

El Mirage Area - Office located at 12976 W Cottonwood, Surprise

Flora Statler – First Ave. & Ventura St. 1, 2, 3 and 4 bedroom apartments

Villa Monterosa – Fifth Ave. & Ventura has 1, 2, 3 and 4 bedroom units

Peoria – Office located at 10950 N. 87th Drive, Peoria

John Hammond Homes at 85th & Washington consists of 2, 3 and four bedroom units

Varney Homes on 82nd Drive consist of 2 and 3 bedroom units

Peoria scattered site houses consist of 25 – 3 and 4 bedroom single family homes

Parkview Estates – Office and apartments located at 10950 N. 87th Ave, Peoria, consists of one bedroom apartments for the elderly, handicapped or disabled

Tolleson Area – Office located at 10950 N. 87th Drive, Peoria

John Hollar/Baden Homes at 92nd Ave and Baden St. has 1, 2, 3 and 4 bedroom units

Avondale Area – Properties are located in the Southwest Valley and are currently pending release of the Declarations of Trust from a completed RAD conversion. These units will be marketed as affordable housing communities.

Norton Circle in Avondale has 1, 2, 3 and 4 bedroom units

Watson Homes, Buckeye has 1, 2, 3 & 4 bedroom units

Maricopa Revitalization and Rose Terrace Apartment waiting lists are managed under the Housing Choice Voucher PBV program as the Public Housing units converted to PBV assistance under RAD.

3. **VAWA Provisions:** The Admissions and Continued Occupancy Policy regarding resident transfers was modified to treat victims of domestic violence, dating violence, sexual assault or stalking as an “emergency transfer” upon request. The policy change follows HUD’s “Model Emergency Transfer Plan” related to VAWA and HAMC incorporated the use of HUD-5383 form for requesting the transfer. All applicants and tenants are being required to sign the Notice of Occupancy Rights under the violence Against Women Act.

HAMC also incorporated these policies at the HAMC managed sites, Maricopa Revitalization and Rose Terrace Apartments I and II.

## **B.1 Asset Management**

HAMC converted all public housing and fee managed sites to smoke free housing. The conversion process included resident meetings and the distribution of educational materials.

The RAD conversion of the 40 units of public housing at Rose Terrace Apartments and 13 units at Maricopa Revitalization to Project Based Vouchers (PBV) is expected to close in February, 2017. The balance of the public housing portfolio is in various stages with the balance of the portfolio transitioning to Project Based Rental Assistance (PBRA).

The RAD conversion of Madison Heights (143 units) has been completed. The conversion included the relocation of the households at Norton Circle and Watson Homes to the new site. HAMC is currently working to obtain the release of the Declarations of Trust for the two properties from HUD. Upon the release, HAMC will be able to provide the communities with additional affordable rental housing options.

### **Housing Opportunity through Modernization Act (HOTMA)**

In October 2016, HUD published initial implementation guidance for HOTMA, and a few of the HOTMA provisions became effective.

- Reasonable accommodation payment standards. HOTMA allows PHAs to establish a payment standard of up to 120 percent of fair market rent (FMR) without HUD approval as a reasonable accommodation for a person with a disability. Because the streamlining rule previously provided PHAs with this flexibility, no action is required to implement this provision.
- Establishment of FMR. This provision changes how HUD publishes FMRs and the procedures for comment and requests for reevaluation. Additionally, HOTMA provides that in the housing choice voucher ([HCV](#)) program, no PHA is required as a result of a reduction in the FMR to reduce the payment standard of a family continuing to reside in a unit under HAP contract at the time the FMR was reduced. Should PHAs choose to use the higher payment standard for the family's subsidy calculation, this must be specified in the administrative plan. HUD's FMRs for 2017 already reflect the new procedures, and HUD will issue additional guidance with regards to payment standards in the future.
- Family Unification Program ([FUP](#)) for children aging out of foster care. HOTMA revises the length of the term that an FUP-eligible youth may receive FUP assistance from 18 to 36 months, in addition to revising the eligibility requirements for FUP-eligible youth. Changes to the FUP program were effective upon implementation of HOTMA and PHAs were made aware of the new provision by means of a letter to FUP PHA executive directors on August 29, 2016. Further details can be found in today's guidance.
- Preference for United States citizens or nationals. This section applies to Guam only. The provisions were effective upon enactment of HOTMA and the details can be found within today's guidance.
- Exception to PHA resident board member requirement. Certain jurisdictions, as specified in the guidance, are excepted from the resident board member requirement. While effective upon implementation of HOTMA, this exception has already been effective for a number of years through various appropriations acts.

The guidance also identified provisions not effective until HUD subsequently issues an implementation notice or regulation.

- Changes regarding initial inspections in HCV units
- Changes on the enforcement of housing quality standards ([HQS](#)) in HCV units
- Changes regarding the frequency of income reviews
- Changes on income reviews in project-based housing, in addition to changes on project-based assistance in general
- Limitations on public housing tenancy for over-income families
- Limitations on eligibility for assistance based on assets
- Changes regarding PHA-owned units
- Revisions to requirements regarding the public housing capital and operating funds
- Changes regarding the use of vouchers for manufactured housing

## Appendix B. 2 New Activities

## B.2 Housing Choice Voucher – Administrative Plan Changes & New Activities

### Tenant Based Rental Assistance

HAMC and the Maricopa County Human Services Department are exploring a pilot program for tenant based rental assistance for individuals and families currently on HAMC waitlists who are homeless or at risk of becoming homeless.

#### Potential Contract with HAMC for programmatic operations:

2016-17 HOME Funds Available	\$200,000
2017-18 Anticipated HOME Funds	\$300,000

#### Location:

Maricopa County Omitting Phoenix and Mesa

#### People to be Served - HAMC waitlist clients who are:

- a. homeless households
- b. households at risk of being homeless
  - i. assessment for employability/motivation

#### Requirements:

Participation in FSS program – minimum orientation with case managers.

### Housing Opportunity through Modernization Act (HOTMA)

In October 2016, HUD published initial implementation guidance for HOTMA, and a few of the HOTMA provisions became effective.

- Reasonable accommodation payment standards. HOTMA allows PHAs to establish a payment standard of up to 120 percent of fair market rent (FMR) without HUD approval as a reasonable accommodation for a person with a disability. Because the streamlining rule previously provided PHAs with this flexibility, no action is required to implement this provision.
- Establishment of FMR. This provision changes how HUD publishes FMRs and the procedures for comment and requests for reevaluation. Additionally, HOTMA provides that in the housing choice voucher (HCV) program, no PHA is required as a result of a reduction in the FMR to reduce the payment standard of a family continuing to reside in a unit under HAP contract at the time the FMR was reduced. Should PHAs choose to use the higher payment standard for the family's subsidy calculation, this must be specified in the administrative plan. HUD's FMRs for 2017 already reflect the new procedures, and HUD will issue additional guidance with regards to payment standards in the future.
- Family Unification Program (FUP) for children aging out of foster care. HOTMA revises the length of the term that an FUP-eligible youth may receive FUP assistance from 18 to 36 months, in addition to revising the eligibility requirements for FUP-eligible youth. Changes to the FUP program were effective upon implementation of HOTMA and PHAs were made aware of the new provision by means of a letter to FUP PHA executive directors on August 29, 2016. Further details can be found in today's guidance.
- Preference for United States citizens or nationals. This section applies to Guam only. The provisions were effective upon enactment of HOTMA and the details can be found within today's guidance.
- Exception to PHA resident board member requirement. Certain jurisdictions, as specified in the guidance, are excepted from the resident board member requirement. While effective upon implementation of HOTMA, this exception has already been effective for a number of years through various appropriations acts.

The guidance also identified provisions not effective until HUD subsequently issues an implementation notice or regulation.

- Changes regarding initial inspections in HCV units
- Changes on the enforcement of housing quality standards ([HQS](#)) in HCV units
- Changes regarding the frequency of income reviews
- Changes on income reviews in project-based housing, in addition to changes on project-based assistance in general
- Limitations on public housing tenancy for over-income families
- Limitations on eligibility for assistance based on assets
- Changes regarding PHA-owned units
- Revisions to requirements regarding the public housing capital and operating funds
- Changes regarding the use of vouchers for manufactured housing

## **B.2 Demolition and/or Disposition**

HAMC has two Public Housing Properties converted under the Rental Assistance Demonstration (RAD) program. The RAD conversion included replacing the old public housing units with newly constructed units on a new site. The residents of these two sites were relocated to the new units, therefore leaving the properties vacant. As part of the RAD program the HUD Declaration of Trusts (DOTs) will be removed from the properties. Once the DOTs are removed the sites are no longer under the public housing restrictions.

The plan is to re-purpose the properties as affordable rental housing units with below market rents. The rents are anticipated to be 15-20 percent below the surrounding market rents.

The properties include Norton Circle in Avondale with 46 units and Watson Homes in Buckeye with 20 units.

HAMC will manage and operate the two properties as affordable rental housing units per the RAD Use Agreement. HAMC may elect to dispose the properties per the RAD Use Agreement.

## **B.2 Conversion of Public Housing to Project Based Assistance under RAD (Portfolio Conversion Summary)**

HAMC's Board of Commissioners approved application to HUD to convert its public housing and portfolio under the RAD program to project-based assistance on December 11, 2013. HAMC's application to convert 461 public housing units -- the balance of its portfolio -- was accepted and issued Commitments to Enter into Housing Assistance Payment Contracts on March 27, 2015. Because of this, HAMC will be converting its Public Housing to Project Based Vouchers (PBV) and Project Based Rental Assistance (PRBA) under the guidelines of PIH Notice 2012-32, REV-1 and any successor Notices.

Upon conversion to PBV and PBRA, HAMC will adopt the resident rights, participation, waiting list, and grievance procedures listed in Section 1.6C and 1.6 D of PIH Notice 2012-32, REV-1 as it pertains to PBV, and Section 1.7B and 1.7C of PIH Notice 2012-32, REV-1.

The RAD conversion complies with all applicable site selection and neighborhood reviews standards and that all appropriate procedures have been followed. HAMC is compliant with all fair housing and civil rights requirements. HAMC is not presently subject to a Voluntary Compliance Agreement, consent order, consent decree, final judicial ruling or administrative ruling that has any relation to or impact on the planned RAD conversion.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing HAMC with access to private sources of capital to repair and preserve its affordable housing assets. Upon conversion, HAMC's Capital Fund budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and HAMC may also borrow funds to address capital needs. HAMC will also be contributing Operating Reserves in the estimated amount of \$3,300,000 and Capital Funds in the estimated amount of \$1,000,000 towards the conversion. Current and future Capital Fund Program Grants Budgets will be reduced because of RAD conversions. Full conversion of the HAMC portfolio to PBV or PBRA will eliminate the Capital Fund Program. Ten Physical Needs Assessment (PNAs) have been completed by a third consulting party, each one of these assessments outlines capital needs and 20-year replacement schedule.

HAMC currently has debt under an Energy Performance Contract (EPC) and will be exiting this contract over the next few months to enable all properties to transition to the RAD Program. Exiting terms and payout amounts are being negotiated with lender and energy consultants.

Following is specific information related to the Public Housing Developments selected for RAD:

<b>Development # 1</b>			
Name of PH Development: Clare Feldstadt Homes AMP 2	Conversion Type: PBRA	EPC: Yes, exiting plan is being developed. Date TBD	Transfer of Assistance (if yes, put the location if known and # units transferring): Yes 56 units
Total Units:  56	Pre-RAD Unit Type (Family, Senior, etc.):  Family Units	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Family Units	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): Based on 2015 Capital fund allocation \$ 106,389.48
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	12	12	0
2 Bedroom	20	20	0
3 Bedroom	24	24	0
4 Bedroom	n/a	n/a	n/a
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	Existing Mesa wait list will be transferred.		
Identification and obligation status of public housing funds	RAD CHAP received on February 6 <sup>th</sup> , 2017 The plan is to used public housing reserves and capital funds for pre-development cost.		
Evidence of consultation with residents	Meeting November, 2013- Two Resident Meetings held, update meeting occurred on Feb 6 <sup>th</sup> , 2017.		
Description of PHA's proposed future use of the development	All 56 units will be transferred to a newly developed site in the east valley. The financing is anticipated to be low income housing tax credits.		
Relocation Plan	A relocation plan will be developed		



<b>Development # 2</b>			
Name of PH Development: Father Fidelis Kuban AMP 2	Conversion Type: PBRA	EPC: Yes, exiting plan is being developed. Date TBD	Transfer of Assistance (if yes, put the location if known and # units transferring): NO
Total Units:  48	Pre-RAD Unit Type (Family, Senior, etc.):  Family	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Family	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 91,190.98. In addition, this project was awarded \$450,000 in HOME funds from Maricopa County Human Services Department.
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	11	11	0
2 Bedroom	15	15	0
3 Bedroom	16	16	0
4 Bedroom	6	6	0
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	n/a		
Identification and obligation status of public housing funds	RAD CHAP received March 27, 2015. Public housing reserves and cap funds will be used for pre-development and gap financing.		
Evidence of consultation with residents	Meeting November, 2013- two resident meetings held in November. A third meeting took place on September 2016.		
Description of PHA's proposed future use of the development	Plan is to rehab the project based on the third party needs assessment. Exterior and interior paint, replace water heaters, entry doors, patio doors, flooring, interior lighting and fans, new appliances and repair/replace tub surrounds.		
Relocation Plan	N/A		

<b>Development # 3</b>			
Name of PH Development: John Hollar & Baden Homes AMP 5	Conversion Type: PBRA	EPC: Yes, exiting plan is being developed. Date TBD	Transfer of Assistance (if yes, put the location if known and # units transferring): NO
Total Units:  45	Pre-RAD Unit Type (Family, Senior, etc.):  Family	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Family	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 85,491.54
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	7	7	0
2 Bedroom	15	15	0
3 Bedroom	18	18	0
4 Bedroom	5	5	0
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	n/a		
Identification and obligation status of public housing funds	RAD CHAP received on March 27, 2015. Public housing reserves and capital funds will be used for pre-development and gap financing		
Evidence of consultation with residents	Meeting December, 2013- two resident meetings held in December. A third meeting took place on September 2016.		
Description of PHA's proposed future use of the development	Scope of work was identified on Physical Needs Assessment and includes flooring, some windows, roofing repairs and mechanical systems.		
Relocation Plan	NA		

<b>Development # 4</b>			
Name of PH Development: CASA BONITA AMP 8	Conversion Type: PBRA	EPC: Yes, exiting plan is being developed. Date TBD	Transfer of Assistance (if yes, put the location if known and # units transferring): NO
Total Units:  80	Pre-RAD Unit Type (Family, Senior, etc.):  Family	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Family	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 151,984.97
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	6	6	0
2 Bedroom	40	42	2 Converting community space back to 2 – 2bedroom units
3 Bedroom	22	22	0
4 Bedroom	10	10	0
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	n/a		
Identification and obligation status of public housing funds	RAD CHAP received March 27, 2015. Public housing reserves and cap funds will be used for pre-development cost and gap financing.		
Evidence of consultation with residents	Meeting November 2013- two meetings held. A third meeting took place on September 2016.		
Description of PHA's proposed future use of the development	PNA outlines various areas for modernizations including all of part of mechanical systems, flooring, roofing, lighting, paint and furniture.		
Relocation Plan	NA		

<b>Development # 5</b>			
Name of PH Development: Casa Bonita (Paradise Homes) AMP 8	Conversion Type: PBRA	EPC: Yes, exiting plan is being developed. Date TBD	Transfer of Assistance (if yes, put the location if known and # units transferring): NO
Total Units:  24	Pre-RAD Unit Type (Family, Senior, etc.):  Family	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Family	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 45,595.49
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	18	18	0
2 Bedroom	6	6	0
3 Bedroom	n/a	n/a	n/a
4 Bedroom	n/a	n/a	n/a
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	n/a		
Identification and obligation status of public housing funds	RAD CHAP received March 27, 2015. Public housing reserves and capital funds will be used for pre-development and gap financing.		
Evidence of consultation with residents	Meeting November 2013- two meetings held in November. A third meeting took place on September 2016.		
Description of PHA's proposed future use of the development	PNA outlines various areas for modernizations including all of part of mechanical systems, flooring, roofing, lighting, paint and furniture.		
Relocation Plan	No relocation anticipated		

<b>Development # 6</b>			
Name of PH Development: John Hammond Homes AMP 9	Conversion Type: PBRA	EPC: Yes, exiting plan is being developed. Date TBD	Transfer of Assistance (if yes, put the location if known and # units transferring): NO
Total Units:  42	Pre-RAD Unit Type (Family, Senior, etc.):  Family	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Family	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 79,792.11
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	n/a	n/a	n/a
2 Bedroom	25	25	0
3 Bedroom	13	13	0
4 Bedroom	4	4	0
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	n/a		
Identification and obligation status of public housing funds	RAD CHAP received March 27, 2015. Public housing reserves and capital funds will be used for pre-development and financing gap.		
Evidence of consultation with residents	Meeting November 2013-two meetings held in November. A third meeting took place on September 2016.		
Description of PHA's proposed future use of the development	PNA outlines various areas for modernizations including all of part of mechanical systems, flooring, roofing, lighting, paint and furniture.		
Relocation Plan	No relocation anticipated		

<b>Development # 7</b>			
Name of PH Development: Parkview Estates AMP 15	Conversion Type: PBRA	EPC: Yes, exiting plan is being developed. Date TBD	Transfer of Assistance (if yes, put the location if known and # units transferring): NO
Total Units:  45	Pre-RAD Unit Type (Family, Senior, etc.):  Elderly, HC, Disabled	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Elderly, HC, Disabled	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 85,491.54
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	45	45	0
2 Bedroom	n/a	n/a	n/a
3 Bedroom	n/a	n/a	n/a
4 Bedroom	n/a	n/a	n/a
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	n/a		
Identification and obligation status of public housing funds	RAD CHAP received March 27, 2015. Public housing reserves and capital funds will be utilized for pre-development and gap financing.		
Evidence of consultation with residents	Meeting November 2013- two meetings held in November. Third meeting took place on September 2016.		
Description of PHA's proposed future use of the development	PNA outlines various areas for modernizations including all of part of mechanical systems, flooring, roofing, lighting, paint and furniture.		
Relocation Plan	No relocation anticipated		

<b>Development # 8</b>			
Name of PH Development: Scattered Sites AMP 7 – 45 units AMP 15 – 25 units	Conversion Type: PBRA	EPC: Yes, exiting plan being developed. Date TBD	Transfer of Assistance (if yes, put the location if known and # units transferring): Yes, 70 units
Total Units:  70 Single Family Homes	Pre-RAD Unit Type (Family, Senior, etc.):  Family	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Family	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 132,986.85
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	n/a	n/a	n/a
2 Bedroom	1	1	0
3 Bedroom	57	57	0
4 Bedroom	12	12	0
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	Wait list will be transferred with the project		
Identification and obligation status of public housing funds	RAD CHAP received February 23th, 2017. Public housing and capital funds will be used for pre-development and gap financing		
Evidence of consultation with residents	Resident Meetings in November & December 2013. Third meeting took place on September 2016.		
Description of PHA's proposed future use of the development	HAMC will assess the best use once HUD releases the Declaration of Trust (DOT) on the units. The assessment will include consideration of a homeownership program in partnership with local non-profits or disposition as a portfolio.		
Relocation Plan	A relocation plan will be developed		

<b>Development # 9</b>			
Name of PH Development: Rose Terrace Apts. AMP 13	Conversion Type: PBV	EPC: NO	Transfer of Assistance (if yes, put the location if known and # units transferring): NO
Total Units:  40	Pre-RAD Unit Type (Family, Senior, etc.):  20 Senior, 20 Family	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  20 Senior, 20 Family	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 75,992.48
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	20	20	0
2 Bedroom	7	7	0
3 Bedroom	9	9	0
4 Bedroom	3	3	0
5 Bedroom	1	1	0
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	n/a		
Identification and obligation status of public housing funds	RAD CHAP received March 27, 2015. Public housing reserves and capital funds will be used to rehab the project to specifications identified in the needs assessment.		
Evidence of consultation with residents	Two meetings held in November 2013, and again on January 29, 2016		
Description of PHA's proposed future use of the development	Existing PH units are being converted to Project Based Vouchers. The third party needs assessment identified rehab scope to include repairing parking lot/driveways, exterior painting, roof repairs, replacing water heaters, exterior/exterior lighting, bathroom fixtures, vanities and tub surrounds.		
Relocation Plan	No residents will need to be relocated with this conversion.		



<b>Development #10</b>			
Name of PH Development: Maricopa Revitalization Partnership, LLC AMP 14	Conversion Type: PBV	EPC: NO	Transfer of Assistance (if yes, put the location if known and # units transferring): NO
Total Units:  13	Pre-RAD Unit Type (Family, Senior, etc.):  Family	Post-RAD Unit Type if different (i.e. Family, Senior, etc.)  Family	Capital Fund allocation of Development (annual Cap Fund grant, divided by total number of public housing units in PHA, multiplied by total number of units in project): \$ 24,697.56
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.):</b>
Studio/Efficiency	n/a	n/a	n/a
1 Bedroom	n/a	n/a	n/a
2 Bedroom	5	5	0
3 Bedroom	8	8	0
4 Bedroom	n/a	n/a	n/a
5 Bedroom	n/a	n/a	n/a
6 Bedroom	n/a	n/a	n/a
If performing a Transfer of Assistance, explain how transferring waiting list	n/a		
Identification and obligation status of public housing funds	RAD CHAP received March 27, 2015. Public housing reserves and capital funds will be used to rehab the project to specifications identified in the needs assessment.		
Evidence of consultation with residents	Two meetings held in November 2013, and again on January 28, 2016		
Description of PHA's proposed future use of the development	Existing PH units are being converted to Project Based Vouchers. The third party needs assessment identified a rehab scope to include repairing driveways, duct and insulation sealing, HVAC replacements, kitchen countertops, refrigerators, light fixtures and fire extinguishers.		
Relocation Plan	No residents will need to be relocated with this conversion.		

## **B.2 Project Based Vouchers**

HAMC submitted a Low-Income Housing Tax Credit application to the Arizona Department of Housing for the development of a Mesa, Arizona 60-unit new construction project known as “The Residences at Temple Groves” as co-developers with Gorman and Company. This site would make an ideal location for a LIHTC-financed development with HAMC Project Based Vouchers (PBV). HAMC would seek 80% of the units (48) be PBV.

HAMC may work with non-profit partners to administer Project Based Vouchers.

## Appendix B. 3 Board Resolution & Compliance Certification

**RESOLUTION 17-008**

**SUBMISSION OF THE FISCAL YEAR 2017-2018 PUBLIC HOUSING AGENCY PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AS REQUIRED BY THE QUALITY HOUSING AND WORK RESPONSIBILITY ACT OF 1998**

**WHEREAS**, the Quality Housing and Work Responsibility Act was passed by the U.S. Congress and signed into law by the President in October of 1998 requiring local housing authorities to annually prepare and submit to the U.S. Department of Housing and Urban Development (HUD) an Annual Plan; and

**WHEREAS**, the Housing Authority of Maricopa County (HAMC) Annual Plan is a comprehensive guide to HAMC's public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals in the upcoming fiscal year and CFP Five-Year Action Plan and;

**WHEREAS**, the Board of Commissioners of the Housing Authority of Maricopa County are required by the U.S. Department of Housing and Urban Development to certify, by resolution, that the Board approves the submission of the Housing Authority of Maricopa County Fiscal Year 2017-2018 PHA Annual Plan; and

**WHEREAS**, the Annual Plan must be submitted to the U.S. Department of Housing and Urban Development by April 14, 2017.

**NOW THEREFORE:**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of Maricopa County hereby adopts Resolution No. 17-008 and authorizes the submission of the Housing Authority of Maricopa County Fiscal Year 2017-2018 PHA Annual Plan to the U.S. Department of Housing and Urban Development.

**BE IT ALSO RESOLVED**, the Chairman of the Authority's Board of Commissioners is authorized to execute on behalf of the Housing Authority of Maricopa County all HUD required certifications relative to the Annual Plan including form HUD-50077 (Compliance with PHA Plans and Related Regulations).

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Housing Authority of Maricopa County

ATTEST:

\_\_\_\_\_  
Chairman, Board of Commissioners

\_\_\_\_\_  
Gloria Munoz, Clerk of the Board

Approved As To Form

\_\_\_\_\_  
Attorney for Housing Authority

**PHA Certifications of Compliance  
with PHA Plans and Related  
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 08/30/2011

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**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or \_\_\_ Annual PHA Plan for the PHA fiscal year beginning, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

\_\_\_\_\_  
PHA Name

\_\_\_\_\_  
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 - 20

Annual PHA Plan for Fiscal Years 20 - 20

\_\_\_\_\_  
I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Signature	Date

## Appendix B. 4 Fiscal Year Audit

#### **B.4 Most Recent Fiscal Year Audit**

##### **SIGNIFICANT DEFICIENCY**

###### **2016-001 General Ledger Maintenance**

**Condition:** Financial information relating primarily to the HCV portability accounts and interprogram balances and transactions were not recorded appropriately and/or reconciled in a timely basis.

**Criteria:** Adequate internal controls require accurate recording and periodic reconciliation of general ledger activity to ensure accurate financial reporting and the safeguard of funds.

**Cause:** Significant employee turnover in the finance department combined with insufficient knowledge of industry standard financial management and reporting requirements.

**Effect or Potential Effect:** Significant yearend reconciliation and adjustments were necessary to report accurate financial statements. Potentially adverse repercussions from HUD due to significant differences in reported yearend results.

**Recommendation:** We recommend that financial activity be reconciled on a periodic basis to ensure accurate and timely financial reporting. Further, additional month end financial closing procedures should be designated and implemented to incorporate the review of interprogram balances and transactions for appropriateness and purpose.

**Corrective Action/Actions Taken:** HAMC has fully implemented a review and reconciliation of all balance sheet accounts monthly, additionally, trainings and technical assistance has been obtained to accelerate and address the agency's learning curve for newer staff.

**Target Completion Date:** Complete, corrective action has been taken and HAMC has fully implemented a review and reconciliation of all balance sheet accounts monthly as part of its month-end close.



## Appendix B. 5 Progress Report

**B.5 Progress Report**

**The Mission** of the Housing Authority of Maricopa County is to improve the quality of life of families and strengthen communities by developing and sustaining affordable housing programs; and to become a leading housing authority by exemplifying best practices, offering innovative affordable housing programs, and expanding accessibility throughout Maricopa County. HAMC’s progress in meeting its Mission and Goals:

**Increase opportunities for our residents to move beyond their housing needs towards self-sufficiency.**

HAMC has built partnerships with other local government and nonprofit agencies to increase services and resources available to HAMC residents and HCV voucher holders to move towards personal development, education, and employability. Of note, HAMC has created linkages to Maricopa County Human Services Department programming allowing HAMC residents and voucher holders to improve their credit scores, obtain GED certificates, attend college, earn workforce/technology certificates, increase wage based incomes, and reduce reliance on welfare assistance. Elderly and disabled families benefit from these partnerships through improved access to programming such as SAIL case management and personal care and home health assistance. The same services are offered to Public Housing residents and Housing Choice Voucher participants by Maricopa County Human Services Department.

The relationship with Maricopa County Human Services has been expanded to include the RAD Conversions. The two properties already converted Coffelt and Madison Heights will have access to resident services provided by Maricopa County Human Services. The services will include workforce connection, training/education, access to head start, referrals for assistance from Community Action Agencies and senior programming.

HAMC added two new partnerships: CPLC Chase Bank Homeownership and Consumer Education to serve West Valley communities. The second partnership added was New Leaf Financial Opportunity Center (FOC) to serve East Valley families. Services through these new partnerships are provided to both PH and HCV residents. CPLC/Chase partnership resulted in 96 households identified for participation. Participants meet required pre-qualifying criteria of \$25k or more from work earnings to participate. Completed the first CPLC/Chase Bank workshop session with 26 participants attending. New Leaf Financial Opportunity Center Partnership was developed and 25 residents are to be served under this program. 4 residents have enrolled and have completed 2 of 5 sessions required for the program.

**Increase housing options in underserved communities.**

HAMC created partnerships with homeless providers to lease up public housing units designated for homeless individuals and families. HAMC’s Public Housing Program has housed over 45 homeless households since the implementation of the homeless preference to the waitlist.

HAMC piloted a housing initiative to expand the supply of Permanent Supportive Housing (PSH) in Arizona for individuals with serious mental illness enrolled in the public behavioral health system. The new initiative is a tenant-based rental assistance program with basic policies similar to the federal HCV Program. This initiative will provide SMI clients with more housing choices and the flexibility to select a unit and neighborhood that meets their specific needs and preferences. This program is designed as a “bridge subsidy” to help individuals eventually access HUD Housing Choice Vouchers. In 2016, the program was doubled from 50 to 100. HAMC has successfully leased and assisted 73 individuals through the Bridge Program and have approximately 27 individuals still out searching for eligible units.

All HAMC properties, through HUD’s RAD program, will convert to Section 8 rental assistance and will undergo rehabilitation and/or redevelopment as outlined in Conversion of Public Housing to Project-Based Assistance under RAD section of this document. The redevelopment of two of HAMC’s largest properties is imminent. Construction started in October 2015 on the new Madison Heights in Avondale. The property will have 143 units of Project Based Rental Assistance. The Coffelt property is scheduled to close in April 2016. Each HAMC site is undergoing a thorough Physical Needs Assessment. Upon completion, a long-term improvement plan will be developed for each HAMC property.

Effective in 2016 all public housing sites went smoke free.

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**Promote employee growth and build organizational capacity in support of the agency becoming a High Performer.**

HAMC was again officially designated a High Performing agency. This is the second consecutive year HAMC has been High Performer and submitted a SEMAP certification with zero Corrective Actions identified.

One strategy HAMC employed to promote organizational growth and build capacity is through the cultivation of partnerships with community agencies and other industry organizations as a resource for information and industry trends. To that end, HAMC's Executive Director was elected Vice President of the Arizona Housing Directors Association. She also serves as a board member of the Arizona Housing Alliance and Arizona Multihousing Association. All these organizations provide industry updates on the local, state and federal level, and this information is shared with staff.

In an effort to prepare HAMC workforce to be competitive in the housing industry, Project Based Rental Assistance (PBRA) training scheduled in October 2016 was attended by Administrator, Asset Manager, and affected property managers and assistant managers.

RAD PBV training and certification was obtained by HCV Supervisor, and PBV housing specialist, and East Valley property manager. An additional RAD PBV class was brought in-house and all HCV staff and PH Property Managers were in attendance.

RAD and Financial Management training for Management and Finance staff was attended in November 2016.

HAMC has agreed to pilot HUD's new inspection protocol called UPCS-V. This new protocol will enhance the consistency and objectivity of the inspection process, and will provide more information about the condition of individual housing units. Through this initiative, HUD aims to clarify and streamline inspection processes for housing authorities and inspectors while increasing owners' and tenants' access to detailed information about their homes in a national database. The HCV Inspections Department is on track to work side by side with HUD on their pilot program for UPCS-V where they will receive hands on training from HUD staff.

**Emphasize organizational performance and results by being responsive to our customers.**

2016 Single Audit resulted in an Unmodified audit opinion (the best audit opinion that can be obtained). This allows HAMC to remain competitive when applying for grants from sources that may have discounted our reputation/efforts due to previous year's findings. Also increases our confidence and the confidence from Maricopa County, investors, partners, HUD and other stakeholders. There were no findings or major adjustments to the Mixed Financed audits which allows us to remain in compliance with investors and banks, improves our reputation and supports our capacity as property managers and elevates the vote of confidence when proposing a restructure or early exit

HAMC desires to provide customers additional forums for allowing HAMC to respond to their concerns and needs, and as a result of that desire, 2016 accomplishments include:

Information: The website was upgraded for improved accessibility for those who are sight-impaired and those with Limited English Proficiency.

Services: Waitlist applications for both the Public Housing and Housing Choice Voucher programs are received both online and by telephone.

Money: HAMC realized savings through a new postcard and web-based waitlist interest confirmation process, and was able to efficiently refresh our waitlist with interested applicants and save time, materials, and labor in comparison to the previous process.

## Appendix B. 6 Resident Comments

**B.6 Resident Advisory Board Comments**

2017 Annual Agency Plan Resident Meetings

HAMC facilitated local area meetings to address the required US Department of Housing and Urban Development mandate that the PHA coordinate an annual process, providing opportunity for Public Housing Residents to review and give their input to the PHA (HAMC) concerning the agency plan.

HAMC facilitated the Annual Plan process which included:

- ◆ Formal meetings with staff and residents to discuss community accomplishments, current issues, and to solicit ideas and solutions for their local communities as part of the Annual Plan Input process.
- ◆ Discuss HAMC services and improvements completed within the past year.
- ◆ Discuss and solicit input on progress made toward the accomplishment of previous year recommendations and actions requested by the residents.
- ◆ An update on the RAD conversions since the last resident meetings held in September 2016.
- ◆ Solicit input on new perspectives and suggestions from resident participants on future actions and improvements desired for their community.

Meeting Notices and Community Meeting Schedules were distributed and posted at the local public housing properties. Although agenda content was common for all meetings, dialogue and feedback from residents was specific and distinct for each community and individualized local input was able to be gathered and assessed. Staff who attended the meeting provided responses and information to questions from residents. The local Property Manager served as the meeting facilitator and recorder.

Northwest Area	Southwest Area	Peoria Area	East Valley Area
December 23, 2016	January 18, 2017	January 17, 2017	January 11, 2017
5 Residents Participated	4 Residents Participated	9 Residents Participated	10 Residents Participated
<b>General Topics:</b>	<b>General Topics:</b>	<b>General Topics:</b>	<b>General Topics:</b>
RAD conversion Q & A	RAD Conversions Q & A	RAD Conversions Q & A	RAD Conversions Q & A:
<b>Resident Requests:</b> Pet Waste Stations Cox Cable/Internet Speed Bumps More Playgrounds	<b>Resident Requests:</b> Ceiling fans Security Screens on front doors Better landscaping	<b>Resident Requests:</b> Screened in Patios Dishwashers Garbage disposals	<b>Resident Requests:</b> Window Blinds Improved Landscaping Additional Storage Area Ceiling Fans

## Appendix B. 7 Certification of PHA Plan Consistency with Consolidated Plan

**Certification by State or Local  
 Official of PHA Plans Consistency  
 with the Consolidated Plan or  
 State Consolidated Plan  
 (All PHAs)**

U. S Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 2/29/2016

**Certification by State or Local Official of PHA Plans  
 Consistency with the Consolidated Plan or State Consolidated Plan**

I, Bruce Liggett, the Human Services Director  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the  
Housing Authority of Maricopa County  
*PHA Name*

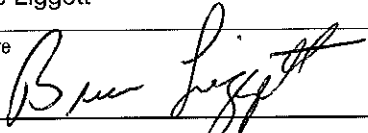
is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
 Impediments (AI) to Fair Housing Choice of the  
Maricopa County  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State  
 Consolidated Plan and the AI.

The Housing Authority of Maricopa County's PHA Plan and the Maricopa County Consolidated Plan both  
 outline priorities to provide affordable housing opportunities to low income residents and opportunities to  
 assist residents in achieving self-sufficiency. Both the Housing Authority and Maricopa County seek to  
 reduce impediments to fair housing choice by aligning its fair housing efforts with the regional AI.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Bruce Liggett	Human Services Director
Signature	Date
	2/22/17

## Appendix C.1 5-Year Capital Action Plan



**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number Housing Authority of Maricopa County AZ20P00950116		Locality (City/County & State) Phoenix, Maricopa, Arizona			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: 1	
A.	Development Number and Name	Work Statement for Year 1 FFY __2016__	Work Statement for Year 2 FFY __2017__	Work Statement for Year 3 FFY __2018__	Work Statement for Year 4 FFY __2019__	Work Statement for Year 5 FFY __2020__
B.	Physical Improvements Subtotal	Annual Statement	253,926	205,404	279,090	62,646
C.	Management Improvements		2,000	2,000	2,000	
D.	PHA-Wide Non-dwelling Structures and Equipment		2,000	2,000	2,000	
E.	Administration		56,846	52,566	52,566	15,294
F.	Other					
G.	Operations		53,692	113,692	60,006	25,000
H.	Demolition					
I.	Development		200,000	150,000	130,000	50,000
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		568,464	525,662	525,662	152,940
L.	Total Non-CFP Funds					
M.	Grand Total		568,464	525,662	525,662	152,940

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/2011

<b>Part I: Summary (Continuation)</b>						
PHA Name/Number Housing Authority of Maricopa County- AZ20P00950116		Locality (City/county & State) Phoenix/Maricopa/Arizona			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: 1	
A.	Development Number and Name	Work Statement for Year 1 FFY __2016__	Work Statement for Year 2 FFY __2017__	Work Statement for Year 3 FFY __2018__	Work Statement for Year 4 FFY __2019__	Work Statement for Year 5 FFY __2020__
		Annual Statement				
	PHA Wide Activities		62,826	60,904	97,590	6,646
	AMP 2 Clare Feldstadt/Father Fidelis		22,500	38,000	50,000	10,000
	AMP 5 Baden/Hollar		35,000	28,000	33,500	7,500
	Amp. 7 Scattered site homes-West Valley		35,500			
	Amp. 8 Casa Bonitas/Paradise/Villa Monte Rosa/Flora Statler		24,000	15,000	15,000	15,000
	Amp. 9 John Hammond/Varney		38,600	45,000	65,000	23,500
	AMP 15 Parkview		35,500	18,500	18,000	
	Subtotal		253,926	205,404	279,090	62,646





<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY <u>2016</u>	Work Statement for Year <u>2</u> FFY <u>2017</u>		Work Statement for Year: <u>3</u> FFY <u>2018</u>	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	<b>PHA WIDE</b>		<b>PHA WIDE</b>	
Annual Statement	Training, consulting	2,000	Training, consulting	2,000
	Administrative	56,846	Administrative	52,566
	Office equip, maint. Equip	2,000	Office equip, maint. Equip	2,000
	Operations	53,692	Operations	113,692
	Development	200,000	Development	150,000
	Subtotal of Estimated Cost	\$ 314,538	Subtotal of Estimated Cost	\$ 320,258

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY ____2016____	Work Statement for Year _____4_____ FFY ____2019_____		Work Statement for Year: _____5_____ FFY ____2020_____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
<b>See</b>	PHA Wide		PHA Wide	
<b>Annual</b>	Training, consulting	2,000		
<b>Statement</b>	Administrative 10%	52,566	Administrative 10%	15,294
	Office equip, maint. Equip	2,000		
	Operations	60,006	Operations	25,000
	Development	130,000	Development	50,000
	Subtotal of Estimated Cost	\$ 246,572	Subtotal of Estimated Cost	\$ 90,294