

PHA Plans for the Port Arthur Housing Authority Annual Plan for FYB 2022

Cele Quesada, Executive Director

FYB October 1, 2022

FIRST DRAFT



Presented by:

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**Streamlined Annual
PHA Plan
(HCV Only PHAs)**

**U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing**

**OMB No. 2577-0226
Expires 03/31/2024**

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, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a higher performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management 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 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 the 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	<p>PHA Name: <u>Port Arthur Housing Authority</u> PHA Code: <u>TX034</u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2022</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning above) Number of Housing Choice Voucher (HCVs): <u>3072</u> PHA Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>The following are the specific locations where the public may obtain copies of the 2022 Annual PHA Plan:</p> <ul style="list-style-type: none"> ▪ Administrative Office – 920 De Queen Blvd., Port Arthur, TX 77640 <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Programs Not in the Consortia</th> <th colspan="2" style="width: 25%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 15%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Programs Not in the Consortia	No. of Units in Each Program		PH	HCV	Lead HA:																							
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B Plan Elements

B.1 Revision of Existing PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?

- | | | |
|-------------------------------------|-------------------------------------|--|
| Y | N | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Statement of Housing Needs and Strategy for Addressing Housing Needs |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Financial Resources. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Rent Determination. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Operation and Management. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Informal Review and Hearing Procedures. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Homeownership Programs. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Substantial Deviation. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Significant Amendment/Modification |

(b) If the PHA answered yes for any element, describe the revisions for each element(s):

Housing Needs and Strategy for Addressing Housing Needs

Statement of Housing Needs:

Waiting List for Section 8

- Total: 1977*
- Extremely Low Income: 1954-99%*
- Very Low Income: 13-1%*
- Low Income: 5-0.25%*
- Over Income: 5-0.25%*
- Families with children: 592-30%*
- Elderly Families: 57-3%*
- Families with Disabilities: 12-1%*
- White: 141-7%*
- Black/African American: 1784-90%*
- American Indian/Alaska Native: 22-1%*
- Asian: 3-0.15%*

B.1 *Native Hawaiian/Other Pacific Islander: 5-0.25%*
Hispanic: 64-3%
Multi Racial: 22-1%

The waiting has been closed for 11 months. The PHA does expect to reopen the waiting list in PHA Plan year. The PHA permits specific categories of families, VASH and FYI onto the waiting list, even if generally closed.

Waiting List for Section 8 RAD – Lakeview Palms

Total: 199
Extremely Low Income: 189-95%
Very Low Income: 4-2%
Low Income: 6-3%
Families with children: 78-39%
Elderly Families: 23-12%
Families with Disabilities: 4-2%
White: 29-15%
Black/African American: 159-80%
Asian: 5-2.5%
Hispanic: 27-13.5%
Multi Racial: 6-3%

The waiting list is not closed.

Waiting List for Section 8 RAD – Park Central

Total: 351
Extremely Low Income: 335-95%
Very Low Income: 8-2%
Low Income: 6-2%
Families with children: 83-24%
Elderly Families: 29-8%
Families with Disabilities: 11-3%
White: 102-29%
Black/African American: 237-68%
American Indian/Alaska Native: 1-0.28%
Asian: 2-0.57%
Native Hawaiian/Other Pacific Islander: 1-0.28%
Hispanic: 50-14%
Multi Racial: 8-2%

The waiting list is not closed.

B.1 Waiting List for Section 8 PBV – Park Central

Total: 344
Extremely Low Income: 332-97%
Very Low Income: 5-1%
Low Income: 5-1%
Over Income: 2-1%
Families with children: 99-29%
Elderly Families: 30-9%
Families with Disabilities: 6-2%
White: 103-30%
Black/African American: 231-67%
American Indian/Alaska Native: 2-1%
Asian: 2-1%
Hispanic: 53-15%
Multi Racial: 6-2%

The waiting list is not closed.

Waiting List for Section 8 PBV – Edison Square

Total: 163
Extremely Low Income: 159-98%
Very Low Income: 2-1%
Low Income: 2-1%
Families with children: 5-3%
Elderly Families: 161-99%
Families with Disabilities: 8-13%
White: 10-6%
Black/African American: 122-75%
Asian: 18-11%
Native Hawaiian/Other Pacific Islander: 2-1%
Hispanic: 20-12%
Multi Racial: 11-7%

The waiting list is not closed.

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions

Special Purpose Section 8 Assistance Programs:

The Housing Authority has received twenty-one (21) Special Purpose Vouchers for the VASH Program *and may apply for additional, as allowed by HUD.*

B.1 Currently we have 22 Disaster Ike Housing vouchers under HAP contract.

PHA added “and may apply for additional, as allowed by HUD” to the statement above and changed the number of Disaster Ike vouchers from 35 to 22.

Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2022 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	22,075,000.00 HAP 2,105,000.00 Admin	
f) Resident Opportunity and Self- Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
Fraud Recovery – HAP	75,000.00	Other
Fraud Recovery – Admin	75,000.00	Other
Other Tenant Charges/Misc. – RAD/S8	12,750.00	Other
5. Non-federal sources (list below)		
Total resources	\$24,342,750.00	

Rent Determination

Payment Standards:

The PHA’s payment standards is:

- At or above 90% but *not to exceed* 110% of FMR for tenant-based vouchers
- Up to 110% of FMR for project-based and RAD
- *At 142% of FMR for DHO participants (Desegregated Housing Opportunity)*

B.1 *PHA changed “At or above 90% but not to exceed (added not to exceed and deleted below) 110% of FMR for tenant-based vouchers” and add “At 142% of FMR for DHO participants (Desegregated Housing Opportunity)”.*

Operation and Management

HUD Programs Under PHA Management:

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	<i>3072</i>	<i>240</i>
Section 8 RAD	178	<i>12</i>
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)		
DHAP	<i>22</i>	
VASH	<i>21</i>	<i>2</i>
Other Federal Programs (list individually)		
Project-Based Park Central 46/Edison Square 78	124	<i>5</i>

Management and Maintenance Policies:

PHA updated their HCV Administrative Plan to include Foster Youth Initiative (FYI) and Rental Assistance Demonstration (RAD).

B.2 **New Activities.** *Not Applicable*

B.3 **Progress Report.**

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

PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING

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

- Apply for additional rental vouchers
- Leverage private or other public funds to create additional housing opportunities
- Acquire or build units or developments
- Improve collaboration with community and national partners with providing assistance to homeless individuals

B.3

Progress Statement: *All objectives are ongoing.*

PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING

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

- Improve voucher management
- Increase customer satisfaction
- Concentrate on efforts to improve specific management functions (voucher unit inspections)
- Provide replacement vouchers

Progress Statement: *All objectives are ongoing.*

PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES

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

- Provide voucher mobility counseling
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Increase voucher homeownership program
- Increase number of PBV assisted units
- Increase project-based voucher assisted units
- Provide HUD FHA counseling

Progress Statement: *All objectives are ongoing.*

PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT

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

- Designate developments or buildings for particular resident groups

Progress Statement: *All objectives are ongoing.*

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

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

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

Progress Statement: *All objectives are ongoing.*

<p>B.3</p>	<p>PHA GOAL #6: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING</p> <p>The PHA established the following objectives to strive in meeting goal #6</p> <ul style="list-style-type: none"> ▪ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability ▪ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status and disability ▪ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required <p><u>Progress Statement:</u> <i>All objectives are ongoing.</i></p>
<p>B.4</p>	<p>Capital Improvements. <i>Not Applicable</i></p>
<p>B.5</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe: <i>N/A</i></p>
<p>C.</p>	<p>Other Document and/or Certification Requirements.</p>
<p>C.1</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan? (<i>See attachment tx034a01</i>)</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) 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. <i>N/A</i></p>

C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <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>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations - Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements. <i>N/A</i></p>
D.	<p>Affirmatively Furthering Fair Housing (AFFH).</p>
D.1	<p>Affirmatively Furthering Fair Housing (AFFH).</p> <p>Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <p>Fair Housing Goal: Describe fair housing strategies and actions to achieve the goal:</p> <p><i>PAHA is committed to promoting safe, affordable housing where families can live, work and play in healthy communities of opportunity.</i></p> <p><i>In order to achieve this, PAHA will need to analyze patterns and trends of disparate housing needs and disproportionate access to opportunities. Then identify and prioritize significant contributing factors to fair housing choice and then establish policies, goals and actions. This will involve PAHA as well as other stakeholders. (See attachment tx034b01)</i></p>

Attachment: tx034b01
Port Arthur Housing Authority
Fair Housing and Equal Opportunity Policy

FAIR HOUSING AND EQUAL OPPORTUNITY POLICY

A. Nondiscrimination and Affirmatively Furthering Fair Housing

The PHA affirmatively furthers Fair Housing in the administration of the program by complying fully with all Federal, State, and local nondiscrimination laws and administers programs in accordance with the rules and regulations governing Fair Housing and Equal Opportunity in housing, and marketing the program to members of protected classes who are “least likely to apply”.

The PHA shall not discriminate against any applicant, participant, or landlord because of race, color, national or ethnic origin or ancestry, religion, sex, age, disability, source of income, marital status or presence of children in a household (protected classes); nor will any criteria be applied, or information be considered pertaining to attributes or behavior that may be imputed by some to a particular group or category. The PHA shall not deny any family the opportunity to apply for housing (when the waiting list is open) or deny any eligible applicant the opportunity to lease a housing unit that meets family needs and program requirements.

B. Applicable Federal Laws and Regulations

Federal laws require PHAs to treat all applicants and participants equally, providing the same quality of service, regardless of family characteristics and background. The PHA will comply fully with all federal, state, and local nondiscrimination laws, and with rules and regulations governing fair housing and equal opportunity in housing and employment, including:

1. Title VI of the Civil Rights Act of 1964
2. Title VIII of the Civil Rights Act of 1968 (as amended by the Community Development Act of 1974 and the Fair Housing Amendments Act of 1988)
3. Executive Order 11063
4. Section 504 of the Rehabilitation Act of 1973
5. The Age Discrimination Act of 1975
6. Title II of the Americans with Disabilities Act (to the extent that it applies, otherwise Section 504 and the Fair Housing Amendments govern)
7. Violence Against Women Reauthorization Act of 2005 (VAWA)

8. "Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity" (regulations published 2/3/12--24 CFR 5.105(a)(2))

When more than one civil rights law applies to a situation, the laws will be read and applied together.

The PHA will honor and comply with any applicable state laws or local ordinances and any legislation protecting individual rights of tenants, applicants, or staff that may subsequently be enacted

C. Equitable Treatment

The PHA will not use membership in any protected class to:

1. Deny to any family the opportunity to apply for housing, nor deny to any qualified applicant the opportunity to participate in the Housing Choice Voucher Program
2. Provide housing that is different from that provided to others except when needed to provide person with disabilities special services to achieve equal access to programs.
3. Subject anyone to segregation or disparate treatment
4. Restrict anyone's access to any benefit enjoyed by others in connection with the housing program
5. Treat a person differently in determining eligibility or other requirements for admission
6. Steer an applicant or participant toward or away from a particular area based on any of these factors
7. Deny anyone access to the same level of services
8. Deny anyone the opportunity to participate in a planning or advisory group that is an integral part of the housing program
9. Discriminate in the provision of residential real estate transactions
10. Discriminate against someone because they are related to or associated with a member of a protected class

11. Publish or cause to be published an advertisement or notice indicating the availability of housing that prefers or excludes persons who are members of a protected class.

D. Providing Information to Families and Landlords

1. The PHA will ensure that families and landlords are fully aware of all applicable civil rights laws. As part of the briefing process, the PHA will provide information to applicant families about civil rights requirements and the opportunity to rent in a broad range of neighborhoods. **24 CFR 982.301**
2. The Housing Assistance Payment (HAP) contract informs landlords of the requirement not to discriminate against any person because of race, color, religion, sex, national origin, age, familial status, disability, or actual or perceived sexual orientation or gender identity in connection with the contract.

E. Discrimination Complaints

1. If an applicant or participant believes that any family member has been discriminated against by PHA or a landlord, the family should advise PHA.
2. HUD requires the PHA to make every reasonable attempt to determine whether the applicant's or participant's assertions have merit and take any warranted corrective action.
3. In addition, the PHA will provide information to applicants and participants regarding housing discrimination complaints in the family briefing session and program packets.
4. All applicable Fair Housing Information and Discrimination Complaint Forms will be made available to applicants and participants, including form HUD-903 or form HUD-903A.

F. Reasonable Accommodations for People with Disabilities

1. The PHA, as a public agency that provides low rent housing to eligible families, has a legal obligation to provide "reasonable accommodations" to applicants and participants if they or any family members have a disability. **24 CFR 8.4**

2. An applicant or participant with a disability may request information or an accommodation by contacting the Port Arthur Housing Authority at 409-982-6442 or 1-800-590-6442
3. A reasonable accommodation is a modification or change PHA can make to its offices, methods or procedures to assist an otherwise eligible applicant or participant with a disability to take full advantage of and use PHA's programs, including those that are operated by other agencies in PHA-owned public space. **24 CFR 8.20**
4. An accommodation is not reasonable if it: **24 CFR 8.21(b) and 24 CFR 8.24(a)(2)**
 - a. Causes an undue financial and administrative burden; or
 - b. Represents a fundamental alteration in the nature of PHA's program.
5. Subject to the undue burdens and fundamental alterations tests, PHA will correct physical situations in its offices or procedures that create a barrier to equal housing opportunity for all.
6. To permit people with disabilities to take full advantage of the PHA's housing program and non-housing programs, in accordance with Section 504 and the Fair Housing Amendments Act of 1988, PHA shall comply with all requirements and prohibitions in applicable law.
7. Facilities and programs used by applicants and participants shall be accessible to persons in wheelchairs, persons with sensory impairments and other persons with disabilities. Application and administrative offices, hearing rooms, etc. will be usable by residents with a full range of disabilities. **24 CFR 8.21**
8. Documents and procedures used by applicants and residents will be accessible for those with vision, hearing or other sensory impairments. Also, all documents will be written simply and clearly to enable applicants with learning or cognitive disabilities to understand as much as possible.
9. Examples of reasonable accommodations include, but are not limited to: **24 CFR 8.4**
 - a. Making alterations to a PHA office or administrative facility to

make it fully accessible so it could be used by a family member with wheelchair;

- b. Permitting applications and reexaminations to be completed by mail;
- c. conducting home visits instead of requiring applicants and participants to come to PHA offices;
- d. Using higher payment standards (either within the acceptable range, as an exception to the current payment standard up to 110 percent of the payment standard, or with HUD approval, of a payment standard above 110 percent of the payment standard) if the PHA determines this is necessary to enable a person with disabilities to obtain a suitable housing unit;
- e. Providing time extensions to locate a unit when needed because of lack of accessible units or special challenges of the family in seeking a unit;
- f. Permitting an authorized designee or advocate to participate in the application or certification process and any other meetings with PHA staff;
- g. Displaying posters and other housing information in locations throughout PHA's office in such a manner as to be easily readable from a wheelchair;
- h. Permitting a participant to move from an apartment that cannot be made accessible to an apartment that is or can be made accessible, even when most moves are not permitted;
- i. Widening the door of a PHA-owned community room or public restroom so a person in a wheelchair may use the facility;
- j. Intervening with a landlord so that he/she will permit a participant with a disability to make unit modifications as permitted by the Fair Housing Act.
- k. Making sure that PHA processes are understandable to applicants and residents with sensory or cognitive impairments, including but not limited to: **24 CFR 8.6**

1. Making large type documents, Braille documents, cassettes or a reader available to an applicant or resident with a vision impairment during interviews or meetings with PHA staff;
 2. Making a sign language interpreter available to an applicant with a hearing impairment during interviews or meetings with PHA staff;
 3. Permitting an applicant or resident to be accompanied or represented by a family member, friend, or advocate at all meetings and interviews with PHA if the individual desires such representation;
 4. Permitting an outside agency or individual to assist an applicant with a disability to meet the PHA's applicant screening criteria.
10. An applicant family that has a member with a disability must still be able to meet essential obligations of tenancy. They must be able **24 CFR 8.3**
- a. to pay rent and other charges (e.g. utility bills) as required by the lease in a timely manner;
 - b. to care for and avoid damaging the apartment and common areas;
 - c. to use facilities and equipment in a reasonable way;
 - d. to create no health, or safety hazards, and to report maintenance needs;
 - e. not to interfere with the rights and peaceful enjoyment of others, and to avoid damaging the property of others;
 - f. not to engage in prohibited criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises by other residents or staff; and not to engage in drug-related criminal activity; and
 - g. to comply with necessary and reasonable rules and program requirements of HUD and the PHA.

There is no requirement that they be able to do these things without assistance.

11. If an applicant or resident family member needs assistance with one of the essential obligations of tenancy, PHA will, as a reasonable accommodation, make a referral to an individual or agency that can provide such assistance. **24 CFR 8.20**
12. If an applicant or resident receives a referral to an agency or individual who can assist the applicant or resident with complying with the essential obligations of tenancy, the applicant or resident is not obligated to accept the service, but if refusing service results in a lease violation, the Landlord may terminate the lease and PHA may terminate assistance. **24 CFR 8.2**
13. An applicant or resident family with a member who has a disability and needs or wants a reasonable accommodation may request it at any time. **24 CFR 8.20**
14. If an applicant or resident would prefer not to discuss the situation with the PHA, that is his/her right.

G. Denial or Termination of Assistance

The PHA's decision to deny or terminate the assistance of a family that includes a person with disabilities is subject to consideration of reasonable accommodation. **24 CFR 982.552 (2)(iv)**

1. When applicants with disabilities are denied assistance, the notice denial must inform them of PHA's informal review process and their right to request a hearing. In addition, the notice must inform applicants with disabilities of their right to request reasonable accommodations to participate in the informal hearing process. The process for requesting an Informal review is outlined in this notice of denial document.
2. When a participant family's assistance is terminated, the notice of termination must inform them of PHA's informal hearing process and their right to request a hearing and reasonable accommodation.
3. When reviewing reasonable accommodation requests, the PHA must consider whether any verifiable mitigating circumstances explain and overcome the problem that led to PHA's decision to deny or terminate assistance. If a reasonable accommodation will meet the requirements, the PHA must make the accommodation

H. Providing Information in Languages other than English for persons with Limited English Proficiency

1. For persons with Limited English Proficiency (LEP), language can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by the HCV Program.
2. In certain circumstances, failure to ensure that LEP persons can effectively participate in or benefit from federally-assisted programs and activities may violate the prohibition under Title VI against discrimination on the basis of national origin.
3. The PHA will take affirmative steps to communicate with people who need services or information in a language other than English. These persons will be referred to as Persons with Limited English Proficiency (LEP).
4. All forms, written materials and recorded voice-mail messages used to communicate with prospective applicants, applicants and residents shall be available in any language spoken by five percent of the eligible population of the community. This includes documents related to intake, marketing, outreach, certification, reexamination and inspections.
5. Applicants and residents with low English comprehension may furnish an interpreter to assist in communication with PHA. When an applicant or resident needs interpretation services and a staff member of the PHA speaks the language needed, the staff member will provide translation services.
6. In a courtroom, a hearing, or situations in which health, safety, or access to important benefits and services are at stake, the PHA will generally offer, or ensure that the family is offered through other sources, competent services free of charge to the LEP person.
7. The PHA will provide written translations of other vital documents for each eligible LEP language group that constitutes 5 percent of the population of persons eligible to be served. Translation of other documents, if needed, can be provided orally.

**DATA COLLECTION TOOL
FOR INFORMATION TO
COMPLETE FORM HUD 50075-HCV
ONLY**

Port Arthur Housing Authority

The following information is needed to complete the NEW HUD-50075-HCV PHA Plan form.

A. PHA Information

PHA Name: Port Arthur Housing Authority

PHA Code: TX034

PHA Type: HCV Only

PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10/2022

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

Number of Housing Choice Vouchers (HCVs): 3,072

PHA Plan Submission Type: Annual Submission Revised Annual Submission

The following are the specific locations where the public may obtain copies of the 2022 Annual Plan:

- Administrative Office – 920 De Queen Blvd., Port Arthur, TX 77640

PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
Lead HA:					

Revision of Existing PHA Plan Elements

(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?

- | Y | N | |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Statement of Housing Needs and Strategy for Addressing Housing Needs |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Financial Resources. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Rent Determination. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Operation and Management. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Informal Review and Hearing Procedures. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Homeownership Programs. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Substantial Deviation. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Significant Amendment/Modification |

(b) If the PHA answered yes for any element, describe the revisions for each element(s):

Statement of Housing Needs and Strategy for Addressing Housing Needs

Statement of Housing Needs

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1977		
Extremely low income <=30% AMI	1954	99%	
Very low income (>30% but <=50% AMI)	13	1%	
Low income (>50% but <80% AMI)	5	0.25%	
Families with children	592	30%	
Elderly families	57	3%	
Families with Disabilities	12	1%	
White	141	7%	
Black/African American	1784	90%	
American Indian/Alaska Native	22	1%	
Asian	3	0.15%	
Native Hawaiian/Other Pacific Islander	5	0.25%	
Hispanic	64	3%	
Multi Racial	22	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 11			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes VASH and FYI			

Over-Income: 5 – 0.25%

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance <i>RAD-Lakeview Palms</i> <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	199		
Extremely low income <=30% AMI	189	95%	
Very low income (>30% but <=50% AMI)	4	2%	
Low income (>50% but <80% AMI)	6	3%	
Families with children	78	39%	
Elderly families	23	12%	
Families with Disabilities	4	2%	
White	29	15%	
Black/African American	159	80%	
American Indian/Alaska Native	0	0%	
Asian	5	2.5%	
Native Hawaiian/Other Pacific Islander	0	0%	
Hispanic	27	13.5%	
Multi Racial	6	3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance <i>RAD-Park Central</i> <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	351		
Extremely low income <=30% AMI	335	95%	
Very low income (>30% but <=50% AMI)	8	2%	
Low income (>50% but <80% AMI)	6	2%	
Families with children	83	24%	
Elderly families	29	8%	
Families with Disabilities	11	3%	
White	102	29%	
Black/African American	237	68%	
American Indian/Alaska Native	1	0.28%	
Asian	2	0.57%	
Native Hawaiian/Other Pacific Islander	1	0.28%	
Hispanic	50	14%	
Multi Racial	8	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Over-Income: 2-0.57%

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 PBV-Park Central			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	344		
Extremely low income <=30% AMI	332	97%	
Very low income (>30% but <=50% AMI)	5	1%	
Low income (>50% but <80% AMI)	5	1%	
Families with children	99	29%	
Elderly families	30	9%	
Families with Disabilities	6	2%	
White	103	30%	
Black/African American	231	67%	
American Indian/Alaska Native	2	1%	
Asian	2	1%	
Native Hawaiian/Other Pacific Islander	0	0%	
Hispanic	53	15%	
Multi Racial	6	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Over-Income: 2-1%

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 PBV-Edison Square			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	163		
Extremely low income <=30% AMI	159	98%	
Very low income (>30% but <=50% AMI)	2	1%	
Low income (>50% but <80% AMI)	2	1%	
Families with children	5	3%	
Elderly families	161	99%	
Families with Disabilities	8	13%	
White	10	6%	
Black/African American	122	75%	
American Indian/Alaska Native	0	0%	
Asian	18	11%	
Native Hawaiian/Other Pacific Islander	2	1%	
Hispanic	20	12%	
Multi Racial	11	7%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Strategies for Addressing Housing Needs

Need: Shortage of affordable housing for all eligible populations

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

- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- Apply for additional Section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed-finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance

Need: Specific Family Types: Families at or below 30% of median

PHA shall target available assistance to families at or below 30% of AMI by:

- Adopt rent policies to support and encourage work
- Employ admission preference aimed at individuals and/or families who are homeless or at risk of becoming homeless

Need: Specific Family Types: Families at or below 50% of median

PHA shall target available assistance to families at or below 50% of AMI by:

- Employ admissions preferences aimed at families who are working

Need: Specific Family Types: The Elderly

PHA shall target available assistance to the elderly by:

- Apply for special-purpose vouchers targeted to the elderly, should they become available

Need: Specific Family Types: Families with Disabilities

PHA shall target available assistance to Families with Disabilities by:

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Employ admission preference aimed at individuals and/or families who are homeless or at risk of becoming homeless
- Include units to target families with disabilities when constructing the new units. All new units being built by the Housing Authority include 5% of the units for physically disabled renters and 2% of the units for sight and hearing-impaired renters.

Need: Specific Family Types: Races or ethnicities with disproportionate housing Needs

PHA will increase awareness of PHA resources among families of races and ethnicities with disproportionate needs by:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

PHA will conduct activities to affirmatively further fair housing by:

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the Section 8 program to owners outside areas of poverty/minority concentrations

Reason for Selecting Strategies:

- Funding constraints
- Staffing constraints

- Limited availability of sites for assisted housing
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions

Section 8

(1) Eligibility

Equal Access

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

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

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

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

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

of 62, living together; or one or more persons who are at least 50 years of age but below the age of 62.

Sexual orientation means homosexuality, heterosexuality or bisexuality.

Gender identity means actual or perceived gender-related characteristics.

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation
- Domestic Violence – The PHA will attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history or criminal activity and exercise discretion in determining suitability for tenancy about the circumstances that may have contributed to the negative reporting.
- Corelogic Safe Rent

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

- Local law enforcement agencies
- State law enforcement agencies
- Corelogic criminal records

The PHA shares the following information with prospective landlords:

- Last known address and last known landlord information

(2) Waiting List Organization

The Port Arthur Housing Authority's waiting list for the Section 8 tenant-based assistance is not merged with any other program waiting list.

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

- PHA main administrative Office or designated site
- Online

(3) Search Time

The PHA does give extensions on standard 60-day period to search for a unit under the following circumstances:

- Family can provide proof of search
- Dependent upon housing market availability. Illness or hospitalization of voucher holder.

(4) Preferences

The PHA does plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the Section 8 Program to families at or below 30% of the median area income.

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

Priority Preference

2 - Homeless

1 - Applicant families whose head of household, or spouse is employed or unable to work due to age or disability

3 - Displaced families of a federally declared disaster, who are residents in another jurisdiction. These families will receive preference over other waiting list placeholders.

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

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

(5) Special Purpose Section 8 Assistance Programs

The Housing Authority has received twenty-one (21) Special Purpose Vouchers for the VASH Program **and may apply for additional, as allowed by HUD.**

Currently we have **22** Disaster Ike Housing vouchers under HAP contract.

Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2022 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	22,075,000.00 HAP 2,105,000.00 Admin	
f) Resident Opportunity and Self- Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
Fraud Recovery - HAP	75,000.00	Other
Fraud Recovery - Admin	75,000.00	Other
Other Tenant Charges/Misc. – RAD/S8	12,750.00	Other
5. Non-federal sources (list below)		
Total resources	\$24,342,750.00	

Rent Determination

Section 8

(1) Payment Standards

The PHA's payment standards is:

- At or above 90% but **not to exceed** 110% of FMR for tenant-based vouchers

- Up to 110% of FMR for project-based and RAD
- **At 142% of FMR for DHO participants (Desegregated Housing Opportunity)**

If the payment standard is lower than FMR, why has the PHA selected this standard?

- Payment standards are at the FMR for agency area

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

- Success rates of assisted families
- Rent burdens of assisted families

(2) Minimum Rent

The PHA's minimum rent is \$50.00.

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

1. The minimum rent requirement may be waived under certain circumstances. Financial hardship status is to be granted immediately for ninety (90) days in the event of the following:
 - a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state or local assistance, including a family having a non-citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996;
 - b. The family income has decreased due to changed circumstances such as separation, divorce, and abandonment;
 - c. One or more family members have lost employment;
 - d. The family would be evicted as a result of imposing the minimum rent requirement;
 - e. There has been a death in the family; or
 - f. There are other hardship situations determined by the PHA on a case-by-case basis, i.e., alimony, child support, etc.

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

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

Operation and Management

(1) PHA Management Structure

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

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

Affordable Housing Director (assist the Executive Director in overseeing all Housing Authority Operations including affiliate programs).

- Executive Assistant
- Procurement Officer

HCV Program Manager – assist the Affordable Housing Director with the day-to-day management and operation of the Section 8 Programs and helps oversee the following staff.

- HCV Supervisor (1)
- Housing Counselors (8)
- HCV/Inspection Clerks (2)
- Admissions (1)
- Receptionist

Manager of Finance – assists the Executive Director in maintaining the Agency financially solvent, oversees all financial and procurement functions and supervises the following staff:

- Accounting Clerk (2)

b. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	3072	240
Section 8 RAD	178	12
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)		
DHAP	22	
VASH	21	2
Other Federal Programs (list individually)		
Project-Based Park Central 46/Edison Square 78	124	5

c. Management and Maintenance Policies

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

Section 8 Management:

- HCV Administrative Plan - *Updating to include Foster Youth Initiative (FYI) and Rental Assistance Demonstration (RAD)*
- HCV Homeownership Plan
- Project-Based Voucher

Informal Review and Hearing Procedures

Section 8

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

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

- PHA main administrative office

Homeownership Programs

Section 8 Tenant Based Assistance

The PHA does administer a homeownership program for Section 8.

The PHA will limit the number of families participating in the Section 8 homeownership option to 25 or fewer participants.

The PHA has established eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria:

- Targeted first to FSS participants, then to other Section 8 recipients

Self-Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements

Family Self Sufficiency Programs: N/A

Welfare Benefit Reductions:

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

- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of servicers
- Establishing a protocol for exchange of information with all appropriate TANF agencies

Significant Amendment or Modification

Substantial Deviation

A substantial deviation is a decision made by the Board of Commissioners to change the PHA's mission statement, goals, or objectives identified in the 5-Year Plan. It is also when goals or objectives are changed that affect the residents or have a significant impact to the PHA's financial situation.

Significant Amendment/Modification

A significant amendment or modification is a change in the PHA plans or policies that require formal approval by the Board of Commissioners.

Project-based Vouchers

Our agency is currently operating a Section 8 Project Based Voucher Program. Edison Square, a newly constructed 78-unit Project Based Voucher elderly site. Park Central, a newly constructed 186-unit complex where there are 46 PBV rental assisted units. At Park Central, 92 public housing units converted to 92 RAD Project Based units.

Projected number of units:

- Up to 20% of budget authority base line units as allowed by HUD

General location(s) (eligible census tracts or areas within eligible census tracts):

- Throughout City of Port Arthur and ETJ.

How is this action consistent with the PHA Plan? Include the reasons why project basing instead of tenant basing the same number of units is appropriate.

- Enhance development of affordable housing, enhance rehabilitation of existing housing of affordable housing, and enhance opportunity for Voucher holder to occupy mixed income developments.

Interested persons may apply for admission to Project-Based Section 8 Assistance at:

- Park Central Apts.: 8580 Park Central Blvd., Port Arthur, TX
- Edison Square Apts.: 3501 12th Street, Port Arthur, TX

Progress Statements Provide the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan

PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING

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

- Apply for additional rental vouchers
- Leverage private or other public funds to create additional housing opportunities
- Acquire or build units or developments
- Improve collaboration with community and national partners with providing assistance to homeless individuals

Progress Statement: *All objectives are ongoing.*

PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING

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

- Improve voucher management
- Increase customer satisfaction
- Concentrate on efforts to improve specific management functions (voucher unit inspections)
- Provide replacement vouchers

Progress Statement: *All objectives are ongoing.*

PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES

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

- Provide voucher mobility counseling
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Increase voucher homeownership program
- Increase number of PBV assisted units
- Increase project-based voucher assisted units
- Provide HUD FHA counseling

Progress Statement: All objectives are ongoing.

PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT

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

- Designate developments or buildings for particular resident groups

Progress Statement: All objectives are ongoing.

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

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

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

Progress Statement: All objectives are ongoing.

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

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

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability

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

Progress Statement: *All objectives are ongoing.*

Capital Improvements *Not Applicable*

Most Recent Fiscal Year Audit

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

Y N

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

Resident Advisory Board (RAB) Comments

Did the RAB(s) provide comments to the PHA Plan? (*See attachment tx034a01*)

Y N

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. *N/A*

Certification by State or Local Officials – Form HUD 50077-SL

Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.

Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.

Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations - Including PHA Plan Elements that Have Changed*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

Challenged Elements – If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.

(a) Did the public challenge any elements of the Plan?

Y N

If yes, include Challenged Elements. *N/A*

Affirmatively Furthering Fair Housing (AFFH).

Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal: Describe fair housing strategies and actions to achieve the goal:

PAHA is committed to promoting safe, affordable housing where families can live, work and play in healthy communities of opportunity.

In order to achieve this, PAHA will need to analyze patterns and trends of disparate housing needs and disproportionate access to opportunities. Then identify and prioritize significant contributing factors to fair housing choice and then establish policies, goals and actions. This will involve PAHA as well as other stakeholders. (See attachment tx034b01)