



# THE HOUSING AUTHORITY OF PRINCE GEORGE'S COUNTY AGENCY PLAN



AUTHOR: NATHAN F. SIMMS, JR.

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	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.** The 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 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, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 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 exceed 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> <b>PHA Name:</b> The Housing Authority of Prince George's County <span style="float: right;"><b>PHA Code:</b> MD 015</span>  <b>PHA Type:</b> <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 07/2021  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> <u>376</u> <b>Number of Housing Choice Vouchers (HCVs)</b> <u>5,976</u> <b>Total Combined Units/Vouchers</b> <u>6,352</u>  <b>PHA Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission         </p> <p> <b>Availability of Information.</b> 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. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.         </p> <p> <b>See Attached 6.0 (b) Public Access to Information</b> </p> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (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: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</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	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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.	Plan Elements
B.1	<p><b>Revision of Existing PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Grievance Procedures.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs.</li> <li><input type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Pet Policy.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</li> </ul> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <ol style="list-style-type: none"> <li>1. <b>Statement of Housing Needs and Strategy for Addressing Housing Needs- Addressed Housing Strategy in update Prince George's County Consolidated plan &amp; FY 2021-2022 Waitlist data for</b></li> <li>2. <b>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</b></li> <li>3. <b>Financial Resources- FY 2021-2022 Financial Use and Resources</b></li> <li>4. <b>Operation and Management (Updated HCV Administrative Plan &amp; Admissions &amp; Occupancy Plan (ACOP)</b></li> <li>5. <b>Grievance Procedures- Updated in ACOP</b></li> <li>6. <b>Pet Policy – Pet Policy Updated &amp; Assistance Animal Policy updated to address VCA compliance and technical assistance received by HUD.</b></li> <li>7. <b>Substantial Deviation- Definition updated to include all provisions for RAD conversion</b></li> <li>8. <b>Significant Amendment/Modification - Definition updated to include all provisions for RAD conversion</b></li> </ol> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review: <b>HAPGC will submit its Deconcentration Policy for review during the 45 day public comment period between November 12, 2021 – December 27, 2021.</b></p>
B.2	<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> <ul style="list-style-type: none"> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Non-Smoking Policies.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</li> <li><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</li> <li><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</li> </ul> <ol style="list-style-type: none"> <li>1. <b>Mixed Finance Modernization or Development: See Section of Agency Plan 7.0</b></li> <li>2. <b>Demolition and/or Disposition: See Section of Agency Plan 7.0</b></li> <li>3. <b>Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD: See Section of Agency Plan 7.0</b></li> <li>4. <b>Non-Smoking Policies- Non Smoking Polices for Public Housing were updated in FY 2021 to incorporate new policies on all agency owned property in Public Housing. A 100% Smoking ban was initiated and residents are required to sign updated addendums on the new non-smoking policies,</b></li> <li>5. <b>Projet-Based Vouchers: See Section of Agency Plan 7.0</b></li> <li>6. <b>Units with Approved Vacancies for Modernization: See Section of Agency Plan 10.0</b></li> </ol>

	(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.
<b>B.3</b>	<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.</p> <p><b>In FY 2021-FY 2022, The Housing Authority of Prince George's County, have created an update to the PHA's mission and goals by utlizegn a transformation statement and strategic plan to meet its mission &amp; goals. The new transformation statement and activites for goals are outlined in the relevant sections of the Agency plan.</b></p>
<b>B.4</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>See Capital Fund 5 Year Action Plan in EPIC approved by HUD on 10/13/2020</p>
<b>B.5</b>	<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>(a) If yes, please describe: <b>See Attachment A: HOUSING AUTHORITY OFPRINCE GEORGE'S COUNTY, MARYLAND FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION YEAR ENDED JUNE 30, 2020</b></p>
<b>C.</b>	<b>Other Document and/or Certification Requirements.</b>
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/> <b>Resident Advisory Board meeting is scheduled December 3, 2021 prior to finalization of public comments. Any RAB comments will be incorporated prior to the public comment period closing on December 27, 2021.</b></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.</p>
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></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>
<b>C.3</b>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></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>
<b>C.4</b>	<p><b>Challenged Elements.</b> 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"/> Public Comment Period takes place from November 12, 2021 thru December 27, 2021. No public challenge was provided to the housing authority.  If yes, include Challenged Elements.</p>

C.5	<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?  Y N N/A  <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: <b>Not Applicable</b></p>				
D.	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p>				
D.1	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></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> <table border="1" data-bbox="180 961 1455 1402"> <tr> <td data-bbox="180 961 1455 989"> <p><b>Fair Housing Goal:</b></p> </td> </tr> <tr> <td data-bbox="180 989 1455 1402"> <p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>HAPGC will not submit an AFH, due to it not currently being required as part of the Agency Plan. See reference below, “Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless , the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1)”</p> </td> </tr> </table> <table border="1" data-bbox="180 1434 1455 1875"> <tr> <td data-bbox="180 1434 1455 1461"> <p><b>Fair Housing Goal:</b></p> </td> </tr> <tr> <td data-bbox="180 1461 1455 1875"> <p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>HAPGC will not submit an AFH, due to it not currently being required as part of the Agency Plan. See reference below, “Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless , the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1)”</p> </td> </tr> </table> <p><b>Fair Housing Goal:</b></p>	<p><b>Fair Housing Goal:</b></p>	<p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>HAPGC will not submit an AFH, due to it not currently being required as part of the Agency Plan. See reference below, “Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless , the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1)”</p>	<p><b>Fair Housing Goal:</b></p>	<p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>HAPGC will not submit an AFH, due to it not currently being required as part of the Agency Plan. See reference below, “Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless , the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1)”</p>
<p><b>Fair Housing Goal:</b></p>					
<p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>HAPGC will not submit an AFH, due to it not currently being required as part of the Agency Plan. See reference below, “Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless , the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1)”</p>					
<p><b>Fair Housing Goal:</b></p>					
<p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>HAPGC will not submit an AFH, due to it not currently being required as part of the Agency Plan. See reference below, “Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless , the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1)”</p>					

Describe fair housing strategies and actions to achieve the goal

HAPGC will not submit an AFH, due to it not currently being required as part of the Agency Plan.

See reference below, "Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1)"

## Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

**A. PHA Information.** All PHAs must complete this section. (24 CFR §903.4)

- A.1** Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

**B. Plan Elements.** All PHAs must complete this section.

**B.1 Revision of Existing PHA Plan Elements.** PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no." (24 CFR §903.7)

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

**Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA's procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)). A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

**Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

**Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. (24 CFR §903.7(e))

**Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

**Homeownership Programs.** A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

**Community Service and Self Sufficiency Programs.** Describe how the PHA will comply with the requirements of (24 CFR §903.7(l)). Provide a description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(l))

**Safety and Crime Prevention (VAWA).** Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

**Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

**Asset Management.** State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

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

**Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

**HOPE VI or Choice Neighborhoods.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at:

[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6). (Notice PIH 2011-47)

**Mixed Finance Modernization or Development.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at:

[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6/mfph#4](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4)

**Demolition and/or Disposition.** With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and **2)** A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Designated Housing for Elderly and Disabled Families.** Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, **5)** the number of units affected and; **6)** expiration date of the designation of any HUD

approved plan. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

**Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

**Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

**Occupancy by Over-Income Families.** A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.503\)](#) (24 CFR 903.7(b))

**Occupancy by Police Officers.** The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.505\)](#) (24 CFR 903.7(b))

**Non-Smoking Policies.** The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21 and Notice PIH-2017-03.](#) (24 CFR §903.7(e))

**Project-Based Vouchers.** Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan (24 CFR §903.7(b)).

**Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR §990.145(a)(1).

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**B.4 Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR §903.7 (g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

**B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

## C. Other Document and/or Certification Requirements.

**C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**C.2 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. (24 CFR §903.15). **Note:** A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

**C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting 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*. 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. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154 or 24 CFR 5.160(a)(3) as applicable; (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

**C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

**C.5 Troubled PHA.** If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

#### **D. Affirmatively Furthering Fair Housing (AFFH).**

**D.1 Affirmatively Furthering Fair Housing.** The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) ... Strategies and actions must affirmatively further fair housing ...." Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

---

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 7.52 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

# 5-Year PHA Plan (for All 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, 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.** The Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

## A. PHA Information.

**A.1 PHA Name:** The Housing Authority of Prince George's County **PHA Code:** MD 015

**PHA Plan for Fiscal Year Beginning:** (MM/YYYY): 07/01/2021

**The Five-Year Period of the Plan (i.e. 2019-2023):** FY 2021-2025

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

**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 on 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 each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

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. Plan Elements. Required for all PHAs completing this form.

**B.1 Mission.** State the PHA's mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years.

SEE ATTACHED 5.1 PHA's Mission Statement

<p><b>B.2</b></p>	<p><b>Goals and Objectives.</b> Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.</p> <p>SEE ATTACHED 5.2 Goals and Objectives</p>
<p><b>B.3</b></p>	<p><b>Progress Report.</b> Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>SEE ATTACHED 10 A Progress in Meeting Missions and Goals</p>
<p><b>B.4</b></p>	<p><b>Violence Against Women Act (VAWA) Goals.</b> Provide a statement of the PHA’s goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>SEE ATTACHED 6.0-13 Violence Against Women Act</p>
<p><b>C. Other Document and/or Certification Requirements.</b></p>	
<p><b>C.1</b></p>	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>SEE ATTACHED 10 (B) Significant Amendment and Modification Statement</p>
<p><b>C.2</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</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 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.  No recommendations were provided or noted in the RAB Annual /5 year plan review.</p>
<p><b>C.3</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><b>Included per the Annual Plan/5 year plan’s requirement.</b></p>
<p><b>C.4</b></p>	<p><b>Required Submission for HUD FO Review.</b></p> <p>(c) Did the public challenge any elements of the Plan?</p> <p>Y   N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(d) If yes, include Challenged Elements.</p>
<p><b>D. Affirmatively Furthering Fair Housing (AFFH).</b></p>	

**D.1**

**Affirmatively Furthering Fair Housing.** (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

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**

HAPGC will not submit an AFH, due to it not currently being required as part of the Agency Plan. See reference below, "Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1)"

**Fair Housing Goal: Not Applicable**

**Fair Housing Goal: Not Applicable**

**Describe fair housing strategies and actions to achieve the goal**

**Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs**

A. PHA Information. All PHAs must complete this section. (24 CFR § 903.4)

**A.1** Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table.

**B. Plan Elements.**

**B.1 Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. ([24 CFR § 903.6\(a\)\(1\)](#))

**B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR § 903.6\(b\)\(1\)](#))

**B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. ([24 CFR § 903.6\(b\)\(2\)](#))

**B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR § 903.6\(a\)\(3\)](#)).

**C. Other Document and/or Certification Requirements.**

**C.1 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32, REV 2.

**C.2 Resident Advisory Board (RAB) comments.**

(a) Did the public or RAB have comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ([24 CFR § 903.17\(b\)](#), [24 CFR § 903.19](#))

**C.3 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.

**C.4 Required Submission for HUD FO Review.**

Challenged Elements.

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

(b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

**D. Affirmatively Furthering Fair Housing.**

**(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)**

**D.1 Affirmatively Furthering Fair Housing.** The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) ... Strategies and actions must affirmatively further fair housing ...." Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.; nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

---

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

---

The Housing Authority of Prince George's County Agency Plan  
Fiscal Year 2021-2022 &  
5 Year Rolling Plan 2021-2025  
Agency Identification

**PHA Name:** Housing Authority of Prince George's County

**PHA Number:** MD39-P015 (MD015)

**PHA Fiscal Year Beginning:** 07/2021 (07/01/2021 – 06/30/2022)

**Annual Plan Type:** Standard Plan

**Five Year Plan Type:** Rolling Plan

**PHA Fiscal Year Beginning:** 07/2021 (07/01/2021 – 06/30/2025)

DRAFT

• **Table of Contents**

5.0	Annual & 5 Year Agency Plan		
	• Plan Introduction		10
5.1	PHA's Mission Statement		12
5.2	Goals and Objectives		12
6.0	PHA Plan Update		17
	• PHA Plan Elements		
	• Mandatory HUD & Agency Program/Policy Changes		
6.0-1	Eligibility, selection and admission policies.		19
6.0-2	Statement of financial resources.		23
6.0-3	Rent determinations.		24
6.0-4	Operations and management.		25
6.0-5	Grievance procedures.		26
6.0-6	Designate housing for elderly and disabled families.		27
6.0-7	Community service and self-sufficiency.		27
6.0-8	Safety and crime prevention.		28
6.0-9	Pet Policy.		29
6.0-10	Civil Rights Certification.	36	
6.0-11	Fiscal-Year Audit.		36
6.0-12	Asset Management.		36
6.0-13	Violence Against Women Act (VAWA).		36
7.0	Hope VI, mixed finance modernization or development, demolition and/or disposition, conversion of public housing homeownership programs, and project-based vouchers	36	
8.0	Housing Needs		38
	• Housing needs of families in the Jurisdiction		
	• Housing needs of families on the Public Housing waiting list		
	• Housing needs of families on the Centralized waiting list		
	• Strategies of addressing needs		
9.0	Progress in meeting mission and goals (& Renovation Plans)		42
	• Table 1: FY 2021 Accomplished modernization		44
	• Table 2: FY 2022 Planned modernization work	45	
	• Table 3: 5-Year Rolling Plan Needs (High-rises)		46
	• Table 4: 5-Year Rolling Plan Needs (Row/Townhouses)		47
10(A)	Executive Summary		49
	• Program Accomplishments FY 2021		50
	• Operations and Services Plans for FY2022		52

10(B) Significant Amendment And Substantial Deviation/Modification Statement

- RAB Committee, Hearing & Comments 56
- Statement of Consistency with Consolidated Plan 57

11.0 Required Documents 58

Carrying out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing and structuraly and financially feasible; ..... 64

- Delivering a targeted number of ADA accessible units with accesibility features mandated by VCA and DRM Agreements..... 64
- Applying for special purpose vouchers targeted to the nonelderly and disabled should they become available(Mainstream); ..... 64

Waiting List: ..... 72

Real Estate Assessment Center (Reac) Subsystems ..... 72

Financial Stability ..... 74

Housing Choice Voucher:..... 77

Family Self-Sufficiency (Fss)..... 77

Homeownership Program..... 77

Waiting List ..... 77

DRAFT



## 5.0 Annual Agency Plan:

**ANNUAL AGENCY PLAN  
PHA FISCAL YEARS 2021– 2022  
[24 CFR Part 903.5]**

<b>Annual Agency Plan</b>
---------------------------

### PLAN INTRODUCTION

The aforementioned Annual Agency Plan describes the Housing Authority of Prince George's County's (HAPGC) goals and objectives to address priority needs related to decent, sanitary and affordable housing. The HAPGC supports HUD's goal to develop a suitable living environment that will benefit low and moderate-income persons. The specific objectives of this and Annual Plan are consistent with the HAPGC's Consolidate Plan which:

- Provide supportive services to homeless populations; and
- Provide supportive housing services to non-homeless populations with special needs;

Over the fiscal year, the priorities of the HAPGC's Consolidated Plan remain consistent with HUD's strategic Goals and Objectives and those emphasized in recent legislation. A summary of those priorities are:

**Goal 1:** To stabilize and increase housing opportunities for low and moderate-income households, homeless individuals and families, persons at risk of becoming homeless and non-homeless persons with special needs.

**Goal 2:** To improve the safety and livability of neighborhoods principally for low and moderate-income persons.

**Goal 3:** To support employment opportunities for low and moderate-income persons, small businesses, and community revitalization activities by creating and/or job retentions, and small business assistance.

The Authority continues to revise, implement and coordinate its annual and five year goals and HUD's priorities into program operations. HAPGC staff continues to participate in the goal setting and strategizing to meet objectives, set tasks/strategies, and establish new milestones to form the framework for the Authority's operations.

## **Housing Authority of Prince Georges County Transformative Statement:**

The transformation of the Housing Authority of Prince George’s County relies on our ability to demonstrate industry leadership in the preservation and development of affordable housing. Through efficient and responsible stewardship of our assets and resources, we will deepen and expand our partnerships with internal and external stakeholders. Our foundation rests upon empathy, compassion, and service to our primary clients, those living and in need of quality, safe, and affordable housing. Through the embodiment of these ideals, we are committed to serving and creating opportunities for the well-being of Prince George’s County residents.

### **HAPGC Annual Goals**

#### **The Housing Authority of Prince George’s County Goals**

##### **GOAL 1**

Continue to implement the appropriate management and administrative measures to maintain financial stability and maintain a standard performer designation.

##### **GOAL 2**

Maximize productivity and efficiency of human resources using technologies through our business and operation systems to empower users to accomplish tasks more effectively.

##### **GOAL 3**

Continue implementation of the strategic plan that considers and optimizes the Authority’s human resources and organizational structure.

##### **GOAL 4**

Continue implementing programs that result in improved quantitative measurements.

##### **GOAL 5**

Continue producing quality single and multi-family developments that improve the quality of life for the citizens of Prince George’s County.

##### **GOAL 6**

Comply with Fair Housing and Equal Opportunity objectives in accordance with the Voluntary Compliance Agreement (VCA), and Disability Rights Maryland (DRM) Agreement.

## 5.1 MISSION

### HAPGC's Mission

The mission of the Housing Authority of Prince George's County is to expand access to a broad range of quality housing options, create safe, well planned, attractive residential communities while assisting families in maintaining self-sufficiency and promoting stability within communities.

The beneficiaries of our efforts are individuals and families with housing or community improvement needs. Special emphasis is given to low and moderate income people who live in the County.

We carry out our mission through aggressive financing; innovative planning; and productive partnerships with the public, private and community based organizations.

## 5.2 GOALS AND OBJECTIVES

### PHA's Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. **Additionally, the Housing Authority has identified quantifiable measures of success in reaching its objectives over the course of its Annual plan.**

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

***PHA Goal:*** Expand the supply of assisted housing

*Objectives:*

- Reposition and/or convert public housing portfolio to other forms of HUD rental assistance to address HAPGC's modernization, rehabilitation and physical needs, as well as place HAPGC's portfolio on a more stable financial foundation utilizing RAD conversion and/or Section 18 Blend,
- Acquire or build new assisted-units or housing developments,
- Access Multi-Family Tax Exempt Bond,
- Maintain HCV program utilization at or above 100% or full utilization of budget authority, and
- Maintain Public Housing occupancy at or above 95%,
- Leverage private or other public funds to create additional housing opportunities,
- Increase the supply of ADA/504 compliant accessible units

**PHA Goal:** Improve the quality of Assisted Housing

*Objectives:*

- Improve public housing operations management,
- Improve housing choice voucher (HCV) utilization and management operations,
- Improve & increase quality of customer service to internal and external partners,
- Concentrate on efforts to improve specific areas of business operations functions within the agency, (e.g., public housing and HCV finance; voucher unit inspections; REAC inspections)
- Renovate, modernize and/or redevelop public housing units, and manage the increase and development of 504/ADA accessible units within HAPGC's portfolio from 376 to 500 units within the next 24 months and
- Initiate and/or request HUD replacement vouchers for converted units.

**PHA Goal:** Increase Access to quality and housing assets for HAPGC residents

*Objectives:*

- Conduct outreach efforts to current and potential HCV landlords through quarterly leasing events & landlord recruitment initiatives
- Increase Housing Choice Voucher homeownership Participants by 10% in the next fiscal year, and
- Increase HAPGC's current portfolio of project-based vouchers with specific targets for waitlist management for Applicants that meet specific criteria and/or preferences.

**HUD Strategic Goal: Improve community quality of life and economic vitality**

**PHA Goal:** Provide an improved and quality housing environment

*Objectives:*

- Implement public housing safety and security improvements,
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities (through PH, HVC, and Mod Rehab Programs), and
- Encourage deconcentration of poverty within HAPGC portfolio and Prince George County through landlord marketing, outreach and incorporation of housing options in HCV briefing materials.

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

***PHA Goal:*** Promote family self-sufficiency and financial asset development of assisted households

*Objectives:*

- Increase the number and percentage of employed residents / households through partnerships and agency collaboration,
- Provide or attract supportive self-sufficiency services to improve resident and household's employability and access to job training,
- Provide or attract supportive services to increase independence for the elderly or households with disabilities, and

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

***PHA Goal:*** Ensure HAPGC's promotion of equal opportunity and affirmatively further fair housing

*Objectives:*

- Continue and maintain affirmative fair housing measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, sexual orientation, gender identity and disability,
- Undertake affirmative measures to ensure accessible housing to persons with disabilities regardless of unit size required.
- HAPGC priority is to address fair housing and equal access to all residents; in such and in line with the VCA & Ripley Agreement, is prioritizing additional development targets to address housing for disabled residents and additional 5% target for new developments
- HAPGC in line with the 2020 Analysis of Impediments to Fair Housing Choice, is taking steps to assess, review & improve public housing units identified in physical needs assessment to ensure that its inventory meets standards of accessibility

**PHA's Objectives**

**HOUSING AUTHORITY OF PRINCE GEORGE'S COUNTY**

**1. Improve Program Management and Administration**

- Maintain High Performer rating for the Housing Choice Voucher Program through continual monitoring of SEMAP indicators.
- Maintain Standard Performer status as measured by the Public Housing Assessment System (PHAS).
- Maintain a HUD Real Estate Center (REAC) physical inspection overall score of at or above 90%.

- Continue to update and streamline internal housing policy, processes and procedures to increase staff efficiency.
- Re-assess and review operations for the Public Housing department to create increased operational efficiency.
- Ensure the lease-up process is implemented to maintain a 98 percent or higher occupancy rate.
- Provide Fair Housing and Equal Opportunity (FHEO) training to all Housing Authority staff on an on-going basis.
- Continue to conduct landlord outreach/seminars to ensure a better understanding of HCV programs.
- Educate landlords about FHEO HUD rules and regulations, reasonable accommodation requirements and encourage through marketing and/or HAPGC programs and increase of ADA/504 compliant and/or accessible units and/or features.
- Improve HUD-50058 compliance for submission, reporting and monitoring.

DRAFT

## **Improve HAPGC Property Management Operations**

- Improve unit turn around, lease-up process and make ready days by specific percentage each year.
- Respond and close 100% of all work orders to abate health and safety exigent conditions within 24 hours, routine work orders within 5-10 days and extraordinary within 30 days.
- Process and close all work orders with less than a 10% call-back rate.
- Complete PH renovation/construction projects on time and with less than a 10% variance in project budget and cost change orders if feasible.
- Pursue grant opportunities to make improvements and modernization of housing inventory.
- Increase efficacy of vacant unit turnaround process.

### **2. Staff Reorganization**

- Complete the change management and staff reorganization of critical positions and departments within HAPGC.

### **3. Continue Staff Training**

- In conjunction with HUD Technical Assistance ,complete over 50 hours of training for staff on programmatic training in PHA financial management, reasonable accommodation and departmental process.
- Initiate industry best practice HCV training for the HCV department including but not limited training on SEMAP/VMS procedures.
- Cross train additional staff persons with HAPGC for the FSS and Homeownership Programs.
- Coordinate in conjunction with approved HUD Technincal assistance internal certification training for all Housing Authority staff.
- Send staff to industry-led program operations and professional development training.
- Increase staff policy and knowledge of HUD required lead based paint regulation and procedures.
- Maryland Department of Environment (MDE) - Maryland's Reduction of Lead Risk in Housing law requires owners of rental properties built before 1978 to register their units with Maryland Department of the Environment (MDE), distribute specific educational materials, and meet specific lead paint risk reduction standards.
- Provide in-house training for all staff on agency software applications.  
Provide training to all staff on PHA required Reasonable Accommodations/Reasonable Modifications 504 and Fair Housing and the VCA requirements of HAPGC and how it impacts their work within each department.

### **4. Increase Resident/Client Services**

- Provide mental health resources and services to residents
- Increase FSS participation levels in PH and HCV programs.
- Increase Homeownership participation levels and access to partner programs outside of the agency.
- Provide Resident Services staff, Resident Advisory Board (RAB), and residents with capacity building and training to improve their ability to participate in Public Housing and HCV Program decision making.

- Reinststitute efforts to organize resident councils in PH properties and increase participation of HCV within the Resident Advisory Board
- Organize and implement training for Resident Council and RAB Board on duties and responsibilities. Review current By-Laws and update if necessary.

DRAFT



## 5. Improve Risk Management

- Participate in the annual Housing Authority Insurance Risk Control Management Program that includes a systematic and continuous identification of loss exposure, and an emphasis on reducing losses due to accidents, incidents, or behavior that can be managed and or predicted. This program also lowers the cost of insurance premiums.
- Retro-fit and certify as agreed under HAPGC's VCA UFAS units to comply with UFAS regulations, Voluntary Compliance Agreement (VCA), and Disability Rights Maryland (DRM) Settlement Agreement, for selected Public Housing, Project Based units.
- Include all 504 Reasonable Accommodation improvements in Capital Fund Annual and Five Year Plans.

## 6. Implementation of Energy Conservation Measures (ECMs)

- The Housing Authority will continue the use of renewable energy and green construction practices in public housing. The Public Housing Agency is encouraged to use solar, wind, geothermal/ground coupled heat pumps and other renewable energy sources, and other 'green' construction and rehabilitation techniques in procurement for maintenance, modernization, or new construction.
- As part of a green maintenance approach, we continue to use no- and low-VOC paint, adhesives and finishes, use Energy Star and Water Sense qualified products, and adopt an Integrated Pest Management (IPM) strategy.
- Housing Authority goals and objectives are consistent with Prince George's County OCS – Sustainable Energy Office of Central Services (OSC). The ENERGY STAR Certification and Green Leasing Grant seeks to increase the number of ENERGY STAR certified buildings, and encourage the adoption of green-leasing practices within Prince George's County. This effort will help support the County's goals of reducing greenhouse gas emissions, and attract and retain high-valued tenants in the county. ( *We received a grant in 2020 and should submit for redevelopment RAD work* )
- 

*Housing Authority goals and objectives are consistent with the Housing and Community Development Consolidated Plan, to include, the Voluntary Compliance Agreement (VCA) and the Disability Rights Maryland (DRM) Settlement Agreement.*

**6.0 (a) PHA Plan Update:**

- The Housing Authority of Prince George's County has made changes to the Annual Agency Plan elements since the last Annual Plan submission. The proscribed information below outlines the changes that will be reflected in the Annual plan.

**6.0 (b) Public Access to Information:**

- Information regarding any activities outlined in this plan can be obtained by contacting the main administrative office of the Housing Authority. The Annual Agency Plans (including attachments) are available for public inspection at:

Main administrative office of the PHA  
9200 Basil Court, Suites 107 and 500, Largo, MD 20774

PHA development management offices:

**1100 Owens Road**  
1100 Owens Road  
Oxon Hill, MD 20745

**Marlborough Towne**  
1849 Tanow Place  
District Heights, MD 20747

**Kimberly Gardens**  
9214 Cherry Lane  
Laurel, MD 20718

**Rollingcrest Villages**  
5659 Sargent Road  
Hyattsville, MD 20782

**Cottage City Towers**  
4142 Bunker Road  
Cottage City, MD 20772

PHA website  
PHA Plans are accessible on the Housing Authority's website.  
[ha.mypgc.us](http://ha.mypgc.us)

**PHA PLAN ELEMENTS**

The following changes/additions are proposed for public housing for Fiscal year 07/ 2021 includes:

***Proposes Amendments to the Administrative Plan & Proposes Amendments to the Admissions & Continued Occupancy Policy (ACOP)***

- HAPGC added verbiage to the Admissions and Continued Occupancy Policy (ACOP) and HCV Administrative Plan for program policies discretionary at the authority of the Executive Director or his/her designee.
- HAPGC added and has revised policies, procedures and verbiage to the Admissions and Continued Occupancy Policy (ACOP) and HCV Administrative Plan for program policies discretionary at the authority of the Executive Director or his/her designee.

***Other Policy Considerations***

In Plan Year 2022, the Authority will review for consideration, policy changes to current operations which include:

- Reasonable Accommodations (any updates that are requested in accordance with the Voluntary Compliance Agreement (VCA) requirements
- Public Housing Repositioning

- RAD conversion activities and programmatic requirements to the Administrative Plan and ACOP that require updates to the plan and/or policies
- Covid Waivers adoptions and any exentions provided by HUD in FY 2021-2022.

***Revisions to Admissions and Occupancy Plan (ACOP)***

- Updated Assistance Animal Policy
- Updated Pet Policy
- Flat Rents (Waiver due to Covid. Will review after waiver expires)
- Updated Non-Smoking Policies
- Updated Grievance Policies
- Updated Lease Enforcement Policies

***HCV Administrative Plan & Preferences***

***Homeless Prevention & Special Programs***

HAPGC will collaborate with the Prince George’s County Department of Social Services to offer housing assistance to a limited number of families identified as homeless or at risk of becoming homeless. The Department of Social Services plans to utilize 10 of the current Homeless set aside vouchers for two projects. In partnership with DHCD, HAPGC may in FY 2022 provide a priority preference to utilize new vouchers for existing CoC Permanent Supportive Housing Programs.

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

The Housing Authority has created an Accessibility Waiting list in order to serve families with disabilities and has also updated admission preferences. Eligibility, Admissions Policies, including Deconcentration and Waiting List Procedures did not change. Policies that govern resident or tenant eligibility, selection and admission for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and any site-based waiting lists are also unchanged.

Written agency documentation are made available for applicants, participants and residents regarding information about the rules and occupancy of public housing include:

- HAPGC briefing seminars or written materials
- The HAPGC-resident lease
- The HAPGC’s Admissions and Continued Occupancy policy
- HAPGC’s HCV Administrative Plan (Housing Choice Voucher Program)
- Notification of Occupancy Rights under VAWA and VAWACertification Form
- Reasonable Accommodation Rights/policy

**A. Public Housing**

**Eligibility**

- As names come up on the waiting list, the Housing Authority verifies eligibility for admission to public housing.
- The HAPGC uses the following non-income screening factors to establish eligibility for admission to public housing.

- Criminal history including national sex offender registration,
- Rental history,
- Credit Report and
- EIV Multiple Subsidy, Former Tenant and Income Discrepancies(if applicable).

- The Authority requests criminal records using a private vendor, in addition to local and state law enforcement agencies.

Criminal records are obtained to determine eligibility for program participation and/or program continuation for the following: new applicants; families transferring from other jurisdictions; families adding new family members; or families causing evidence or action on which HAPGC suspects the family or family member has engaged in criminal activity or violent behavior.

The extent of the criminal record search depends on the residence of the applicant for the past three (3) years. HAPGC conducts criminal background screening services through a private contractor for all PHA and HCV applicants. There is Mandatory Prohibition for Lifetime Sex Offender Registrants. State record checks are processed as based on past history of the applicant.

#### **Waiting List Organization Preferences**

- HAPGC maintains separate waitlist(s) for the following types of subsidy; HCV, Moderate Rehabilitation(will be remove in FY 2022), Project Based and Public Housing. Interested persons can only apply online when the waitlist is open and apply to via HAPGC portals.

#### **Housing Choice Voucher**

HAPGC maintains a single waiting list for the tenant-based program and a separate waiting list for the Project-Based Voucher (PBV) Program. The HAPGC offers all tenant-based voucher applicants the opportunity to be placed on any open waiting list at the time of lottery. In accordance with HUD requirements as applicable, HAPGC maintains certain preference categories to determine the selection of families to the Housing Choice Voucher Program. Local preferences will be used to select families from the waiting list. When funding is available, families will be selected from the waiting list in their determined sequence based on a computerized lottery selection within individual local preference categories, regardless of family size and subject to income targeting requirements. HAPGC describes its policy in more detail in Chapters 4 and 17 of the HCV Administrative Plan. The HAPGC has established and manages separate waiting lists for individual projects or buildings that are receiving PBV assistance.

### **Public Housing**

It is the Housing Authority of Prince George's County's policy, that each applicant shall be assigned his/her appropriate place on the Authority's PH waiting list in sequence based upon a computerized lottery selection, suitable type or size of unit, and factors affecting preference or priority. Preference and priority factors are established in this policy in accordance within HUD regulations and are consistent with the objectives of Titles VI of the Civil Rights Act of 1964 and Title VIII of the Civil Rights Act of 1968 (Fair Housing Act) and the HUD regulations and requirements pursuant thereto. HAPGC describes its policy in more detail in Section 10 of the Admissions and Continued Occupancy Policy (ACOP). A local preference is applicable to the PH waitlist and sequencing in selection.

- Residents, Applicants and/or Participants may be on the Public Housing, Housing Choice Voucher, Modern Rehab and Project Based Voucher waiting list simultaneously.

### **Admissions Preferences**

The HAPGC plan exceeds the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income. Residency preference is for families who live, work, or hired to work in Prince George's County. A family must first qualify under this preference in order to receive any of the following preferences.

### **Public Housing Unit Assignment and Transfer Policies:**

Applicants are provided one unit choice before they are considered as withdrawn and removed from the waiting list. Exceptions are given for assisted unit choice which require an Applicant that requests an ADA/UFAS accessible unit, and /or provides in writing the following exigent circumstances 1)transportation/access to daycare, 2)job training or employment for applicants who are working or enrolled in certified training programs.

Circumstances by which transfers take precedence over new admissions include:

- Reasonable Accommodations
- VAWA
- Emergency Transfers (Life & Safety)
- Over housed
- Under housed
- Administrative reasons determined by the PHA (e.g., to permit modernization work)

HAPGC shall follow these procedures when leasing and/or transferring an Accessible Unit:

- a. When an Accessible Unit becomes vacant, or is anticipated to become vacant, HAPGC will contact a household that requires an Accessible Unit and has provided the proper accommodation request.
- b. The family will be offered an opportunity to view the offered housing unit.
  - (i) If a Resident Family rejects two (2) Accessible Units without Good Cause, the family will be moved to the bottom of the transfer list. This priority category established in Section IV, G, Paragraph 73.
  - (ii) If an Applicant Family rejects two (2) Accessible Units without Good Cause, the family will be removed from the Public Housing Waiting List.
  - (iii) “Good Cause” includes reasons related to health, proximity to work, school, childcare (for those working or going to school), in addition to the offered housing units does not match the family’s approved disability related needs or the bedroom size needed by the family. When a family rejects a units(s) based on “Good Cause”, they will maintain their placement on the waitlist for a Public Housing Accessible Unit.

DRAFT

## 6.0 – 2 STATEMENT OF FINANCIAL RESOURCES

Listed are the financial resources that are *anticipated* to be available to the PHA for the support of Federal public housing and tenant-based Housing Choice Voucher assistance programs administered by the Authority during the (FY 2022) Plan Year.

<b>Financial Resources:</b>		
<b>Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants</b>	<b>FY 2022</b>	
a) Public Housing Operating Fund	\$ 1,568,159	Public Housing Operations
b) Public Housing Capital Fund (#MD39P15501-20)	\$ 655,663	~25% operating & administrative expenses, and ~75% for capital improvements
CFP # MD39P01501-21	\$ 804,265	
c) HOPE VI Revitalization	NA	
d) HOPE VI Demolition	NA	
e) Annual Contributions for Housing Choice Voucher Tenant-Based Assistance	\$ 92,759,283	HAP, UAP and admin expenses
f) Community Development Block Grant		Capital Improvements
PY45: \$209,500	\$ 75,000	Possible reprogramming for accessible routes
PY46: \$350,000	\$ 130,000	Elevator Modernization at Collage City
PY47: \$119,999	\$ 60,000	Capital Improvements (sewer line repairs, and duct cleaning) at 3 sites
g) FSS Grant	\$ 138,000	Compensation to FSS coordinators
j) Department of Energy (DOE)	NA	NA
h) CARES ACT Funding (HUD)	\$ 1,443,800	Technology upgrading, landlord incentives, Lease and Meet events, Kiosks (HCV), cleaning and PPE
<b>2. Prior Year Federal Grants</b>		
CFP (MD39P015501-19)	\$ 225,299	Capital Improvements
<b>3. Public Housing Dwelling Rental</b>		
Rental Income	\$ 1,470,881	Public Housing Operations
<b>4. Other income (list below)</b>		
Vending Machine, & Late Charges	\$ 63,601	Public Housing Operations
<b>5. Non-federal sources (list below)</b>		
Ground lease and bond fees	\$ 758,439	Affordable housing projects and salary expense
<b>Total Resources (Includes: PY42,</b>	<b>\$ 100,152,391</b>	

## 6.0 – 3 RENT DETERMINATION

### Public Housing

#### Income Based Rent Policies

The HAPGC will not employ any additional discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the highest of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions).

The Authority has established Flat Rents based upon HUD approved percentage of Fair Market Rents (FMR) for each public housing development.

After the expiration of Covid waivers, The Housing authority plans to complete a utility allowance study in FY 2022 .

#### Rent Re-determinations:

Between income reexaminations, tenants are required to report changes in income or family composition to the PHA such that the changes result in an adjustment to rent.

- At any period that the household experiences and income increase,
- Any time a household experiences an income increase above a threshold amount or percentage. Income-based rents are set at the higher of 30% of the adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions), and
- Any time the family experiences an income decrease.

#### Flat Rents

In setting the market-based flat rents, the sources of information used to establish comparability included:

- The rent reasonableness study of comparable housing
- HUD Approved Fair Market Rents for the jurisdiction



## Housing Choice Voucher Tenant-Based Assistance

### Payment Standards

Housing Choice Voucher payment standards are effective as of July, 1 2021 :

- At 110% of Small Area Fair Market Rents

The current policy ensures the program viability and continue to serve the maximum number of families. This includes the following:

### Special Programs

**HAPGC has the following special programs allocated for the Housing Choie vouchers in partnership wth referrals from the PG County CoC & Department of Social Services.**

<b>Housing Authority of Prince George's County</b>	
Emergency Housing Vouchers (EHV)	
Foster Youth to Independence Vouchers (FYI)	
Family Unification Program Vouchers (FUP and FUP-Y)	
Veterans Administration Supportive Housing (VASH)	
Special Population Set Asides:	
	Homeless Vouchers (HV)
	Violence Against Women Act (VAWA)
	Mental Illness and Disabilities (MIAD)
	Homeless Families in Crisis (HFIC)
	Veteran Housing Assistance Program (VET)
	Money Follows the Person (MFP)
Assistance in Community Integration Services and Pay for Success (ACIS & PFS)	
	Unaccompanied and Homeless Youth (UHY)

### Minimum rent

The PHA has implemented a minimum rent of \$50. Each participant regardless of income will be required to pay **at least** \$50 towards their rent to the landlord.

### Occupancy standards

The HAPGC will assign one bedroom for the head of household and one bedroom for each two persons thereafter, within the household. This does not require that an adult sleeps in the same room with a child or that 2 children of the opposite sex share a bedroom. Sleeping arrangements, at the discretion of the family, may be chosen using the space available. One additional bedroom will be granted for a live-in aide.

### Payment standards

The Housing Authority payment standard is set between 90 percent and 110 percent of the Small Area Fair Market Rents (SAFMR). Effective as of July 1, 2021, HAPGC's current payment standards are set at 110%

**Rent Re-determinations:**

Threshold: As a family's income increases, the amount of PHA subsidy goes down. If the amount of HCV assistance (HAP Payment) provided by the PHA drops to zero and remains at zero for 6 months and the tenant is responsible for the entire contract rent the family's assistance terminates automatically.

If a participating family receiving zero assistance experiences a change in circumstances that would cause the HAP payment to rise above zero, the family must notify the HAPGC of the changed circumstances and request an interim reexamination before the expiration of the 6 month period.

DRAFT

## 6.0 – 4 OPERATION AND MANAGEMENT

### Management and Maintenance Policies

Listed below are the HAPGC's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation. In addition, policies governing the HCVP management are listed below:

#### **(1) Public Housing Management and Maintenance:**

- a) Admissions and Continued Occupancy Policy
- b) Tenant Selection Plan
- c) Reasonable Accommodations
- d) Violence Against Women Act (VAWA)
- e) Violence Against Women Emergency Transfer Plan
- f) House Rules
- g) Fair Market Rent Schedule
- h) Ethics (Prince George's County Government)
- i) Grievance Procedures
- j) Management Policy
- k) Facilities Use Policy
- l) Hazardous Materials Policy
- m) Uniform Physical Condition Standards
- n) Maintenance Policy
- o) Natural Disaster Response Guidelines
- p) Pest Control
- q) Substance Abuse (Prince George's County Government)
- r) Work Place Violence (Prince George's County Government)
- s) VAWA Emergency Transfer Plan

#### **(2) Housing Choice Voucher Management:**

- a) CFR 24 – Statutory Requirements
- b) HUD Published Regulatory Requirement
- c) HCV Administrative Plan
- d) Reasonable Accommodations
- e) Small Area Fair Market Rent Schedule
- f) Violence Against Women Act (VAWA)
- g) Violence Against Women Emergency Transfer Plan
- h) Criminal and Drug Treatment, Classification, Record
- i) Ethics
- j) Grievance Procedures
- k) Housing Quality Standards
- l) Substance Abuse (Prince George's County Government)
- m) Work Place Violence (Prince George's County Government)
- n) VAWA Emergency Transfer Plan

## 6.0 – 5 GRIEVANCE PROCEDURES

The Housing Authority of Prince George's County has an established written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

The Public Housing Program and Housing Choice Voucher Program has established informal review procedures for applicants to the PH/ HCV tenant-based assistance program and informal hearing procedures for families assisted by the PH/ HCV tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Residents or Applicants of either program seeking to initiate a HAPGC grievance process directly to the Site Manager. For HCV informal review/informal hearing process should contact and submit via email to to [hcvhearings@co.pg.md.us](mailto:hcvhearings@co.pg.md.us)

HAPGC Main Administrative Office  
9200 Basil Court  
Suite 107  
Largo, MD 20774

## 6.0 – 6 DESIGNATED HOUSING FOR ELDERLY AND DISABLED FAMILIES

Not Applicable

## 6.0 – 7 COMMUNITY SERVICE AND SELF -SUFFICIENCY

Community Service work is a requirement for all non-exempt adult public housing residents 18 years and over who are not employed in full or part-time work. Those individuals who are 62 years and over and any individual who has a disability, are exempt from performing community service hours.

The Authority developed procedures to inform residents of the requirements and of the categories of individuals who are exempt from the requirement, track resident's monthly participation and assist family members in identifying volunteer opportunities. The Authority has implemented an approved plan, which included the following:

### *Volunteer Opportunities on Public Housing Properties:*

- Assist with computer labs and other related activities at the Community Centers/ Family Resource Academy (FRA).
- Assist staff in the coordination and chaperoning of field trips and activities.
- Assist with community up keep and beautification activities at sites.
- Assist students with homework and related projects, and
- Active participation within the Housing Authority's Residents' Councils.

**Notification for Non-Compliance with Community Service and Self-Sufficiency Requirement (CSSR):**

HAPGC will not evict a family due to CSSR non-compliance. However, if HAPGC finds a tenant in non-compliance with CSSR, the HAPGC must provide written notification to the tenant, which must include:

- A brief description of the finding of non-compliance with CSSR
- A statement that the HAPGC will not renew the lease at the end of the current 12-month lease term, unless the tenant enters into a written work-out agreement with the HAPGC. Such written work-out agreement must include the means through which a non-compliant family member will comply with the CSSR requirement, or
- The family provides a written assurance statement that is satisfactory to the HAPGC. The written assurance statement must explain that the tenant or other noncompliant resident(s) no longer resides in the unit.

**Opportunity to Cure:**

- The HAPGC will offer residents an opportunity to enter into an agreement if participant performs at least 8 hours community service for three months
- The agreement states that residents agree to contribute to community service for as many hours needed to comply with the requirement over the past 12-month period
- Residents are entitled to a HAPGC grievance procedure.

**Recertifications:**

- At least annually, the HAPGC will conduct a reexamination of family income and circumstances.
- The HAPGC will perform reexaminations for households on fixed incomes on a triennial basis. Triennial anniversary date is 36 months from the effective date of the family's last triennial reexamination or during a family's third year in the program from the effective date of the family's initial examination or admission date.
- The results will identify Public Housing residents who are mandated to participate in the Community Service work requirement.

## 6.0 – 8 SAFETY AND CRIME PREVENTION

There are needs for measures to ensure the safety of public housing residents because of observed lower-level crime, vandalism and/or graffiti in or around public housing properties.

Information/data used by HAPGC to determine the need for actions to improve safety of residents include:

- Resident Advisory Board (RAB) meetings
- Resident Council meetings
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti-drug programs

Crime prevention activities to be undertaken by the Housing Authority for the upcoming fiscal year include:

- Activities targeted to at-risk youth.
- Upgrade existing electronic surveillance cameras at both high-rise properties and install new systems at family sites.
- Improve property lighting with LED fixtures.

In addition, crime prevention workshops may be performed by the County's Community Police at each of the developments. Uniformed law enforcement officers now live at the following properties: Kimberly Gardens, Marlborough Towne, 1100 Owens Road, and Cottage City Towers. Law enforcement officers have established a presence that has helped to curb lease violations related to criminal activity. The agency due to

Coordination between HAPGC and Prince George's County Police Department for carrying out crime prevention measures and activities are as follows:

- Police provide crime reports when requested data to housing authority staff for analysis and action
- Law enforcement officers have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police availability to meet with the HAPGC management and residents upon request.

Currently, the Housing Authority is addressing crime and prevention problems at any of its public housing properties.

## 6.0 – 9 PET POLICY & ASSISTANCE ANIMAL POLICY UPDATES

### Pet & Assistance Animal Ownership Policy

In conjunction with HUD Technical Assistance, HAPGC has completed a crosswalk aligning HAPGC’s Pet Policy and Assistance Animal Policy. Below outlines the changes for the pet policy for FY 2022.

<p>registration</p> <ol style="list-style-type: none"> <li>1. Dogs and cats must be licensed/registered yearly with the local government, if required, and residents must show proof of annual rabies and distemper booster inoculations on request and or during each lease recertification.</li> </ol>	<p>All applicants for admission and residents in occupancy who wish to own a pet must complete a registration form prior to bringing a dog or cat on the premises. Registration for ownership of birds or fish is not required. If the pet remains in occupancy, the registration must be updated annually as a part of the re-certification process. The registration must include:</p> <ol style="list-style-type: none"> <li>1. A certificate, signed by a state licensed veterinarian or local authority empowered to inoculate animals, stating that the pet has received all inoculations required by applicable State and Local laws;</li> <li>2. Information sufficient to identify the pet and to demonstrate that it is a common household pet; and</li> <li>3. The name, address, and phone number of one or more responsible parties who will care for the pet if the owner dies, becomes incapacitated, or is otherwise unable to care for the pet; and</li> <li>4. Proof that a dog or cat has been spayed or neutered; and</li> <li>5. Proof that a flea control program is being maintained.</li> </ol>
<p>spay/neuter</p> <ol style="list-style-type: none"> <li>2. For cats and dogs, the resident must provide proof that the animal is spayed/neutered or a letter from a veterinarian giving a medical reason why the procedure cannot be performed.</li> </ol>	<ol style="list-style-type: none"> <li>4. Proof that a dog or cat has been spayed or neutered; and</li> </ol>

animals in common areas	<p>3. No animal shall be permitted to be loose in yards or any common areas of the Housing Authority properties or kept in storage buildings. No animal shall be tied outside or left unattended. Animals that are not properly restrained may be controlled and taken to the proper authorities. Prompt notice will be given to the Resident or left at the Resident's address if the Resident is not home.</p>	<p>6. Pets are restricted from the common areas of the building, except for entering or leaving the building under control of the owner. At each site, the common areas in which pets are restricted will be prominently posted. These areas may include, but are not limited to the following:</p> <ul style="list-style-type: none"> <li>a. elevators</li> <li>b. hallways</li> <li>c. laundry room</li> <li>d. community room</li> <li>e. lobby</li> <li>f. dining room</li> <li>g. kitchen</li> <li>h. stairwells</li> <li>i. offices</li> <li>j. gardens, park areas, building grounds</li> <li>k. reception/sitting areas</li> </ul>
leashes	<p>4. When taken outside the unit, animals must be kept on a leash and controlled by an adult. For animals for which a leash is not used, appropriate animal transport containers are required.</p>	<p>5. Pets are not allowed to roam the building unattended. When they are outside of their apartments, they must be controlled by their owner on a leash or in a carrier.</p>
bird cages	<p>6. Birds must be confined to a cage at all times.</p>	<p>3. Birds must not be allowed to fly around the apartment, they must remain caged except when owners are cleaning or changing cages.</p>

DRAFT



14. Public Nuisance Animal – any animal that unreasonably (1) annoys humans, (2) endangers the life or health of other animals or persons, or (3) gives offense to human senses; or which substantially interferes with the rights of the citizens, other than its owner, to enjoyment of life or citizens other than its owner, to enjoyment of life or property. The term “public nuisance animal” shall mean and include, but is not limited to, any animal which:

(a) is repeatedly found at large; or

(b) damages the property of anyone other than its owner;

(c) molests or intimidates pedestrians or passersby;

(d) chases vehicles; or

(e) excessively make disturbing noise, including but not limited to, continued and repeated howling, barking, whining, or other utterances causing unreasonable annoyance, disturbance, or discomfort to neighbors or others in close proximity to the premises where the animal is kept on harbored; or

(f) causes fouling of the air by odor and causing thereby unreasonable annoyance, or discomfort to neighbors or others in close proximity to the premises where the animal is kept or harbored; or

(g) causes unsanitary conditions in enclosures or surroundings where the animal is kept or harbored; or

(h) by virtue of the number or types of animals maintained, is offensive or dangerous to the public health, safety, or welfare; or

(i) attacks other domestic animals; or

(j) has been found by the Commission for Animal Control after notice to its owner and a hearing, to be a public nuisance animal by virtue of being a

8. Residents shall not permit their animal to disturb, interfere or diminish the peaceful enjoyment of other residents. The term "disturb, interfere and diminish" shall include, but not be limited to: barking, howling, chirping, biting, scratching and other like activities.

define  
disturbance

menace to the public health, welfare, or safety.

DRAFT

animal droppings	9. Residents are solely responsible for cleaning animal droppings, if any, outside the unit and on Housing Authority property. Droppings/waste must be disposed of by being placed in a plastic sack and then placed in a container outside the building/apartment.	The Department will designate specific areas at each site where dogs may be curbed. The site will be prominently posted. If dogs are curbed on-site, it must be done in the designated restricted area. Pet owners are responsible for cleaning up the waste left by their pets at the curbing site. Waste must be put in plastic bags, tied and placed in receptacle provided at the curbing site. Under no circumstances should animal waste be brought back in the building.
litter boxes	10. Residents must provide waterproof and leak proof litter boxes for cat, bird, or other animal waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. Residents must not permit refuse from litter boxes to accumulate or to become unsightly or unsanitary. Litter may not be deposited in sinks, tubs, or toilets.	Cat owners must change litter boxes daily. Litter is not to be flushed down the toilet or deposited in sinks or drains in the apartment. It must be placed in a sealed plastic trash bag and put in the receptacle provided at each site. Kitty litter waste is not to be left outside the apartment or on the floor of the trash room.

animal odors	<p>11. Residents shall take adequate precautions and measures necessary to eliminate assistance animal odors within or around the unit and shall maintain the unit in a sanitary condition at all times. Such measures shall include, but not are not limited to, regular and frequent disposal of animal waste in a plastic sack and placement in a container outside the building/apartment and washing of floors and surfaces where animal waste occurs.</p>	<p>1. Sanitary and Health Standards</p> <p>Owners must take care to ensure that pets registered to their care do not contribute to the spread of disease or unsanitary conditions. Apartments must be kept clean and free of pet odors at all times.</p>
left unattended for 24 hours or more	<p>12. If assistance animals are left unattended for a period of 24 hours or more, the Housing Authority may enter the dwelling unit, remove the animal, and transfer it to the proper authorities, subject to the provisions of State Law and pertinent local ordinances. The Housing Authority accepts no responsibility for the animal under such circumstances.</p>	<p>9. Pets may not be left unattended for more than 24 hours at a time. If the Department determines that pets are left unattended for more than this time period, by virtue of the voluntary or involuntary absence of the pet owner, the Department will contact the Humane Society or the Animal Control Facility to notify them of the presence and condition of the unattended animal. Their recommendation regarding care, attendance or disposition of the animal will prevail. The Department accepts no responsibility or liability for pet or decision regarding removal.</p>
financial obligations	<p>14. Residents are responsible for all damages caused by their assistance animals, including the cost of cleaning and replacing finishes, flooring, and/or fumigation of the unit or units.</p>	<p>V. Financial Obligations</p> <p>1. As a result of residents' pet ownership, the Authority incurs additional financial responsibility. Under the final rules establishing the policy, the HA is allowed to assess certain fees to pet owners. Pet owners will be required to pay a fee of \$125.00 at time of registration. This fee is made as a security deposit and is refundable upon written notification to management that tenant no longer has a pet or upon lease termination. Upon notification, management will schedule a walk through with tenant to assess any damages by the pet. A resident may opt to replace a pet without an additional security deposit, but must make a new application and meet all pet policy requirements. The fee may be utilized by the Authority to cover damages or charges associated with pet ownership.</p>



	<p>may be revoked at any time subject to the Housing Authority Grievance Hearing Procedures, if the animal should become destructive, create a nuisance, represent a threat to safety and security of other residents, or create a problem in the area of cleanliness and sanitation.</p>	<p>the premises. Any animal that becomes a “public nuisance”, as defined in the Prince George’s County ordinance (Part I, page 2), will also require removal from site. <b>Failure of the resident to correct animal’s behavior/actions or remove it, could result in eviction proceedings.</b></p>
<p>animal on property before comply with rules</p>	<p>20. No assistance animal shall be allowed in an apartment prior to the full compliance with the term of this Assistance Animal Policy. Such violation shall be considered a violation of the Lease. Failure to provide timely proof of current license and/or vaccination(s) shall require the immediate removal of the assistance animal until the requisite proof is provided to the Housing Authority.</p>	<p>All applicants for admission and residents in occupancy who wish to own a pet must complete a registration form prior to bringing a dog or cat on the premises. Registration for ownership of birds or fish is not required. If the pet remains in occupancy, the registration must be updated annually as a part of the re-certification process. The registration must include:</p>
<p>restraining animals when HAPGC staff, maintenance workers or contractors enter unit</p>	<p>5. Residents must restrain assistance animals, as required, when the Housing Authority maintenance workers enter their apartment to perform work orders, during inspections, and when any contractor of the Housing Authority requires entry into their apartment. The Resident shall either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not leashed or otherwise controlled, maintenance shall not be performed, and Resident shall be advised of the reason maintenance could not be performed. The Housing Authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the Housing Authority. No work will be done in a unit where an assistance animal is housed, unless the resident is at home to control the assistance animal.</p>	<p>Updated language</p>
<p>altering unit or yard</p>	<p>13. Residents shall not alter their unit or yard in any manner in order to create an enclosure for any assistance animal.</p>	<p>Updated language</p>
<p>birth</p>	<p>17. Should any assistance animal housed by a resident give birth to a litter, the resident shall remove newborn animals from the premises.</p>	<p>Updated language</p>
<p>animal remains</p>	<p>21. In the event of the death of an assistance animal, the resident must properly dispose of the remains in accordance with the local public health regulations, and under no circumstances on the property of the Housing Authority.</p>	<p>Updated language</p>

pest control	22. Residents must ensure that assistance animal does not cause an infestation of insects such as fleas and ticks. Where this occurs, residents are responsible for contracting the services of a professional pest control company to eradicate the infestation.	Updated language
animal cruelty	23. Residents must ensure that the assistance animal is properly cared for and fed. Animal cruelty by a resident or guest of the household may be a lease violation and any remedy allowed by lease, ACOP, or law applied.	Updated language
animal owner absence	24. If the resident for whom the assistance animal leaves the household permanently or for an extended period of time, the assistance animal shall be removed from the home.	Updated language
aquariums	7. Aquariums must be placed in a safe location in the unit and maintained in a safe and non- hazardous manner.	4. Fish aquariums shall not exceed 15 gallons in weights.
removal of animal by HAPGC	15. If an animal should become destructive, create a nuisance; represent a threat to the safety and security of other residents, Housing Authority staff or contractor’s personnel, or create a problem in the area of cleanliness and sanitation, the Housing Authority will notify the resident, in writing, that the animal must be removed. The written notice will contain the date by which the animal must be removed, and this date must be complied with by the head of household. This date will be immediate if the animal may be a danger or threat to the safety and security of other residents. The resident may request a hearing, which will be handled in accordance with the Housing Authority’s established grievance procedure. Provided, however, the animal must be immediately removed from the unit upon notice during the hearing process if the removal is related to safety and security.	In holding residents responsible for the behavior of their pets, the Department will require owners to rectify damages. <b>Should residents be either unwilling or unable to control the action of their pets, the Department will require that the offending animal be removed from the premises.</b> Any animal that becomes a “public nuisance”, as defined in the Prince George’s County ordinance (Part I, page 2), will also require removal from site. Failure of the resident to correct animal’s behavior/actions or remove it, could result in eviction proceedings.

DRAFT

## **6.0 –10 CIVIL RIGHTS CERTIFICATION**

HAPGC Civil rights certifications FY 2022 and 5 year rolling plan are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **7.0 –11 FISCAL YEAR AUDIT**

The PHA is in the process of completing its 2021 Fiscal Year Audit as required under section 5(h) (2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437 c (h)). The **FY 2020 Fiscal Year Audit results is available and included as an attachment to the Agency Plan**. Please be advised HAPGC utilized all regulatory and programmatic waiver & extensions that were provided to all housing authorities due to Covid-19. For the remainder of FY2022, HAPGC plans to submit in Marcg

## **6.0 –12 ASSET MANAGEMENT**

Management decided to opt out of asset management requirements in accordance with HUD's regulations; however the Agency has implemented a modified version of the policy. The Housing Authority of Prince George's County has less than 400 units of public housing.

Types of asset management activities the Authority undertakes includes:

- Development-based accounting
- Comprehensive stock assessment
- Contract HQS/UPCS inspections
- HAPGC Outsourced Janitorial and Maintenance Services

The agency is currently in the process of assessing the asset management of its portfolio and vendors providing core services for asset management services. HAPGC will continue its analysis th

## **6.0 –13 VIOLENCE AGAINST WOMEN ACT (VAWA)**

The Housing Authority of Prince George's County has a Board approved Policy of Protection of Victims of Domestic Violence (VAWA) and related amendments to the PHA's Admission and Occupancy Policies for the Public Housing Program and the Housing Choice Voucher Program. Clients rprovide self-certification and . Services are rendered by way of the following agencies: Department of Family Services; U.S. Veterans Administration; and Prince George's County Family Justice Center.

The Housing Authority of Prince George's County also has a Board approved VAWA emergency transfer plan to protect residents and/or participants on the Public Housing and HCV Program.



**7.0 HOPE VI, MIXED FINANCE MODERNIZATION OR DEVELOPMENT, DEMOLITION AND/OR DISPOSITION, CONVERSION OF PUBLIC HOUSING, HOMEOWNERSHIP PROGRAMS, AND PROJECT-BASED VOUCHERS**

**RAD – Conversion of Public Housing to Project Based Voucher (Section 8) Housing**

**The Housing Authority of Prince George's County Public Housing & Modernization Plan**

**Rental Assistance Demonstration Program and Project Based Voucher Conversion  
*Public Housing Conversion to PBV***

*The Housing Authority of Prince George's County (HAPGC) is outlining within its 2022 Annual Plan and in amending its 5-year 2021-2025 Agency Plan because it was a successful applicant in the Rental Assistance Demonstration (RAD). As a result, the HAPGC will be converting to Project Based Vouchers under the guidelines of H 2019-32/PIH 2019-32, REV-4 and any successor Notices. Upon conversion to Project Based Vouchers the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in (PBV Conversions: Section 1.6 of H 2019-32/PIH 2019-32, REV-4; and H-2016-17/PIH-2016- 17). These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. Additionally, the HAPGC certifies that it is currently compliant with all fair housing and civil rights requirements, including those imposed by any remedial orders or agreements, namely HAPGC's Voluntary Compliance Agreement VCA:03-18-R001-4/D executed on May 6, 2020.*

*RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the HAPGC with access to private sources of capital to repair and preserve affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that HAPGC may also borrow funds to address their capital needs. The HAPGC will also be contributing Operating Reserves in an amount to be determined and Capital Funds in an amount to be determined toward the conversion. On May 12, 2021, a commitment to Enter into Housing Assistance Payment (CHAP) was received on the following properties 1) Marlborough Towne, 2) Kimberly Gardens and 3) Rollingcrest Village. Simultaneously, HAPGC received a portfolio award for their remaining public housing units located at Cottage Center and Owens Road.*

**Rental Assistance Demonstration Program and Section 18 Blending or  
*Section 18 Demolition/Disposition***

HAPGC is currently planning and implementing their repositioning strategies of converting their public housing units through one or a combination of HUDs repositioning conversion tools. HAPGC has applied for RAD and has successfully received CHAPS and a portfolio award. Simultaneously, HAPGC will explore blending

Section 18 with RAD and/or will apply for Section 18 Demolition/ Disposition. As encouraged by HUD, HAPGC is conducted and continues to refine an asset repositioning analysis to ensure the agency is best serving the residents and the community. HAPGC will be coordinating and obtaining the input of various stakeholders throughout the asset repositioning analysis. The capital needs assessment vendor has been engaged and the initial drafts are under review. As an outcome of this analysis, HAPGC will develop an implementation strategy that best optimizes the use of HUD's repositioning tools and understand options as to any GAP funding required and to assist in prioritizing the properties to convert. In addition, this asset repositioning analysis is examining public and private partnerships that will preserve and stabilize affordable housing for the HAPGC over the long term.

*Based on the comprehensive assessment recommendations and findings, HAPGC has determined that they will demolish units to allow for new construction of units through the RAD program. This will require FHEO approval for any sites identified, as the units are in an areas of minority concentration As any planned demolition or disposition is undertaken, HAPGC will seek to replace the units in the same communities as long as the neighborhood is below city/county average poverty rates, are potentially in an area of opportunity, and/or the long term residents of the units are satisfied connected with the neighborhood, or developments that are part of Prince George's County Consolidated Plan on affordable housing. The objective is to provide quality and safe housing that operates efficiently and effectively for our residents. Multiple approaches are being evaluated to continue to deliver quality sustainable housing units and to pursue the perseveration of sustainable affordable housing units that provide choice and opportunity for Prince George County's residents. To accomplish this objective and after due diligence, concepts such as acquisition/rehabilitation, new construction for replacement units as well as conversion of rental single-family homes to homeownership and review of other funding programs are being considered and implemented. Some of these options are discussed throughout this Agency plan.*

***Certification of Section 5.2 of the RAD Fair Housing, Civil Rights, and Relocation Notice Site & Neighborhood Standard Certification***

*HAPGC asserts that it will meet the requirements of Section 5.2 of the RAD Fair Housing, Civil Rights, and Relocation Notice (Notice H 2016-17/PIH 2016-17 (HA)) certifying that HAPGC's RAD conversion complies with all applicable site selection and neighborhood reviews and that all appropriate procedures are followed in the conversion process.*

*HAPGC certifies to the following:*

- 1) The RAD conversion will comply with the applicable site and neighborhood selection requirements and HAPGC will maintain records of its analysis and the data relied upon in making its determination of compliance.*
- 2) All RAD conversion sites are "suitable from the standpoint of facilitating and furthering full compliance with the applicable provisions of Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Executive Order 11063, and HUD regulations issued pursuant thereto."*
- 3) Site and Neighborhood standards are "suitable from the standpoint of facilitating and furthering full compliance with" the Fair Housing Act and require the site to meet the Section 504 site selection requirements described in 24 C.F.R. § 8.4(b)(5).*
- 4) HAPGC asserts if the redevelopment of any HAPGC conversion properties may result in Transferring Assistance, applicable site selection and neighborhood review standards (as outlined in PIH-2012-32 (HA), REV-2 Attachment 1D, Table 2) will be appended no later than when submitting the Financing Plan.*

*Relocation Plans*

HAPGC asserts if the RAD conversion may relocate residents temporarily or permanently. If so, relocation plans consistent with the Accessibility and Relocation Checklist will be submitted with the Financing Plan.

Below, please find specific information related to the HAPGC's Public Housing Development(s) selected for RAD:

**Development #1**

<u>Name of Public Housing Project:</u> <b>Marlborough Towne</b>	<u>PIC Development ID:</u> <b>MD015015003</b>	<u>Conversion type (i.e., PBV or PBRA):</u> <b>PBV</b>	<u>Transfer of Assistance:</u> <b>Not Known</b>
<u>Total Units:</u>  <b>63 Units</b>	<u>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</u>  <b>Family</b>	<u>Post-RAD Unit Type if different (i.e., Family, Senior, etc.)</u>  <b>Family</b>	<u>Capital Fund allocation of Development:</u> <b>\$241,755</b>
<u>Bedroom Type</u>	<u>Number of Units Pre-Conversion:</u>  <b>63 units</b>	<u>Number of Units Post-Conversion</u>  <b>TBD</b>	<u>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</u>
<u>Studio/Efficiency</u>			
<u>One Bedroom</u>	<b>33</b>		

Two Bedroom	25		
Three Bedroom	5		
Four Bedroom			
Five Bedroom			
Six Bedroom			
(If performing a Transfer of Assistance):	(Explain any changes in in the policies that govern eligibility, admission, selection, and occupancy of units at the project after it has been converted)		

***Development #2***

<u>Name of Public Housing Project:</u> <b>Kimberly Gardens</b>	<u>PIC Development ID:</u> <b>MD015015004</b>	<u>Conversion type (i.e., PBV or PBRA):</u> <b>Project Based Voucher (PBV)</b>	<u>Transfer of Assistance:</u> <b>Not Known</b>
<u>Total Units:</u> <b>50 Units</b>	<u>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</u> <b>Family</b>	<u>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</u> <b>Family</b>	<u>Capital Fund allocation of Development:</u> <b>\$258,943</b>

Bedroom Type	Number of Units Pre-Conversion:  50 units	Number of Units Post-Conversion  TBD	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)
Studio/Efficiency	0		
One Bedroom	0		
Two Bedroom	14		
Three Bedroom	26		
Four Bedroom	10		
Five Bedroom	0		
Six Bedroom	0		
<u>(If performing a Transfer of Assistance):</u>	TBD		
<b><u>Development #3</u></b>			
<u>Name of Public Housing Project:</u> <b>Rollingcrest Village</b>	<u>PIC Development ID:</u>  <b>MD015015007</b>	<u>Conversion type (i.e., PBV or PBRA):</u>  <b>PBV</b>	<u>Transfer of Assistance:</u>  <b>Not Known</b>

<u>Total Units:</u>  <b>40 Units</b>	<u>Pre- RAD Unit Type</u> <i>(i.e., Family, Senior, etc.):</i> <b>Senior</b>	<u>Post-RAD Unit Type if different (i.e., Family, Senior, etc.)</u> <b>Senior</b>	<u>Capital Fund allocation of Development:</u> <b>\$134,951</b>
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b>  <b>40 units</b>	<b>Number of Units Post-Conversion</b>  <b>TBD</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0		
One Bedroom	40		
Two Bedroom	0		
Three Bedroom	0		
Four Bedroom	0		
Five Bedroom	0		
Six Bedroom	0		
<u>(If performing a Transfer of Assistance):</u>	To be determined		

**Resident Rights, Participation, Waiting List and Grievance Procedures**

*The following applies to sites converting to PBV and is applicable to HAPGC's RAD conversion:*

The following are the provisions of PIH-2019-32 (HA), REV-2 Section 1.6.C & Section 1.6.D., incorporated as a whole hereby. *HAPGC will verify any updates to resident rights, participation, waiting list and grievance procedures to any successor Notices.*

### **C. PBV Resident Rights and Participation.**

**1. No Re-screening of Tenants upon Conversion.** Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, 24 CFR § 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family. MTW agencies may not alter this requirement.

**2. Right to Return.** See section 1.4.A.4(b) regarding a resident's right to return.

Section 1.4.A.5.ii., "**Right to Return.** Any resident that may need to temporarily be relocated to facilitate rehabilitation or construction has a right to return to an assisted unit at the Covered Project once rehabilitation or construction is completed. Permanent involuntary displacement of residents may not occur as a result of a project's conversion of assistance, including, but not limited to, as a result of a change in bedroom distribution, a de minimis reduction of units, the reconfiguration of efficiency apartments, or the repurposing of dwelling units in order to facilitate social service delivery. Where the transfer of assistance to a new site is warranted and approved ..., residents of the Converting Project will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. For more information on how to implement these provisions see the RAD Relocation Notice."

**3. Renewal of Lease.** Since publication of the PIH Notice 2012-32 Rev 1, the regulations under 24 CFR § 983.257(b)(3) have been amended requiring Project Owners to renew all leases upon lease expiration, unless cause exists. MTW agencies may not alter this requirement.

**4. Phase-in of Tenant Rent Increases.** If a tenant's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over 3 or 5 years. To implement this provision, HUD is specifying alternative requirements for section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) to the extent necessary to allow for the phase-in of tenant rent increases. A PHA must create a policy setting the length of the phase in period at three years, five years or a combination depending on circumstances. For example, a PHA may create a policy that uses a three-year phase-in for smaller increases in rent and a five-year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The method described below explains the set percentage-based phase-in a Project Owner must follow according to the phase-in period established. For purposes of this section "standard TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058. If a family in a project converting from Public Housing to PBV was paying a flat rent immediately prior to conversion, the PHA should use the flat rent amount to calculate the phase-in amount for Year 1, as illustrated below.

#### *Three Year Phase-in:*

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP or flat rent and the standard TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 66% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full standard TTP

#### *Five Year Phase in:*

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP or flat rent and the standard TTP
- Year 2: Year 2 AR and any IR prior to Year 3 AR – 40% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and any IR prior to Year 4 AR – 60% of difference between most recently paid TTP and the standard TTP
- Year 4: Year 4 AR and any IR prior to Year 5 AR – 80% of difference between most recently paid TTP and the standard TTP
- Year 5 AR and all subsequent recertifications – Full standard TTP

*Please Note:* In either the three-year phase-in or the five-year phase-in, once the standard TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward. MTW agencies may not alter this requirement.

**5. Family Self Sufficiency (FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs.** Public Housing residents that are current FSS participants will continue to be eligible for FSS once their housing is converted under RAD, and PHAs will be allowed to use any remaining PH FSS funds, to serve those FSS participants who live in units converted by RAD. Due to the program merger between PH FSS and HCV FSS that took place pursuant to the FY14 Appropriations Act (and was continued in the FY15 Appropriations Act), no special provisions are required to continue serving FSS participants that live in public housing units converting to PBV under RAD.

However, PHAs should note that there are certain FSS requirements (e.g. escrow calculation and escrow forfeitures) that apply differently depending on whether the FSS participant is a participant under the HCV program or a public housing resident, and PHAs must follow such requirements accordingly. All PHAs will be required to administer the FSS program in accordance with FSS regulations at 24 CFR Part 984, the participants' contracts of participation, and the alternative requirements established in the "Waivers and Alternative Requirements for the FSS Program" Federal Register notice, published on December 29, 2014, at 79 FR 78100.25 Further, upon conversion to PBV, already escrowed funds for FSS participants shall be transferred into the HCV escrow account and be considered TBRA funds, thus reverting to the HAP account if forfeited by the FSS participant.

Current ROSS-SC grantees will be able to finish out their current ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future ROSS-SC grants, nor will its residents be eligible to be served by future ROSS-SC grants, which, by statute, can only serve public housing residents.

**6. Resident Participation and Funding.** In accordance with Attachment 1B, residents of Covered Projects with converted PBV assistance will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding.

**7. Resident Procedural Rights.** The following items must be incorporated into both the Section 8 Administrative Plan and the Project Owner's lease, which includes the required tenancy addendum, as appropriate. Evidence of such incorporation may be requested by HUD for purposes of monitoring the program.

i. Termination Notification. HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects that convert assistance under RAD. In addition to the regulations at 24 CFR § 983.257 related to Project Owner termination of tenancy and eviction (which MTW agencies may not alter) the termination procedure for RAD



conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall not be less than:

- a. A reasonable period of time, but not to exceed 30 days:
  - i. If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or
  - ii. In the event of any drug-related or violent criminal activity or any felony conviction;
- b. 14 days in the case of nonpayment of rent; and
- c. 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.
- ii. Grievance Process. Pursuant to requirements in the RAD Statute, HUD is establishing additional procedural rights to comply with section 6 of the Act.

For issues related to tenancy and termination of assistance, PBV program rules require the Project Owner to provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will specify alternative requirements for 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, to require that:

- a. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi),<sup>26</sup> an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a Project Owner action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.
  - i. For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program. The hearing officer must be selected in accordance with 24 CFR § 982.555(e)(4)(i).
  - ii. For any additional hearings required under RAD, the Project Owner will perform the hearing.
- b. There is no right to an informal hearing for class grievances or to disputes between residents not involving the Project Owner or contract administrator.
- c. The Project Owner gives residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555(a)(1)(i)-(vi).
- d. The Project Owner provides opportunity for an informal hearing before an eviction.

**8. Earned Income Disregard (EID).** Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the Housing Choice Voucher program, the EID exclusion is limited only to persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in section 5.617(b) limiting EID to disabled persons is waived. The waiver, and resulting alternative requirement, apply only to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion e.g., due to loss of employment; tenants that move into the property following conversion, etc.) is covered by this waiver.

**9. Jobs Plus.** Jobs Plus grantees awarded FY14 and future funds that convert the Jobs Plus target projects(s) under RAD will be able to finish out their Jobs Plus period of performance at that site unless significant re-location and/or change in building occupancy is planned. If either is planned at the Jobs Plus target project(s), HUD may allow for a modification of the Jobs Plus work plan or may, at the Secretary's discretion, choose to end the Jobs Plus program at that project.

**10. When Total Tenant Payment Exceeds Gross Rent.** Under normal PBV rules, the PHA may only select an occupied unit to be included under the PBV HAP contract if the unit's occupants are eligible for housing assistance payments (24 CFR §983.53(d)). Also, a PHA must remove a

unit from the contract when no assistance has been paid for 180 days because the family's TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent)) (24 CFR §983.258). Since the rent limitation under this Section of the Notice may often result in a family's TTP equaling or exceeding the gross rent for the unit, for current residents (i.e. residents living in the public housing property prior to conversion), HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP contract when TTP equals or exceeds than the Gross Rent. Further, HUD is establishing the alternative requirement that the rent to owner for the unit equal the family's TTP until such time that the family is eligible for a housing assistance payment. HUD is waiving as necessary to implement this alternative provision, the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR 983.301 as modified by Section 1.6.B.5 of this Notice.<sup>27</sup> In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP contract. Assistance may subsequently be reinstated if the tenant becomes eligible for assistance. The PHA is required to process these individuals through the Form- 50058 submodule in PIC.

Following conversion, 24 CFR §983.53(d) applies, and any new families referred to the RAD PBV project must be initially eligible for a HAP payment at admission to the program, which means their TTP may not exceed the gross rent for the unit at that time. Further, a PHA must remove a unit from the contract when no assistance has been paid for 180 days. If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, HUD is imposing an alternative requirement that the PHA must reinstate the unit after the family has vacated the property; and, if the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where "floating" units have been permitted, Section 1.6.B.10 of this Notice.

**11. Under-Occupied Unit.** If a family is in an under-occupied unit under 24 CFR 983.259 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the Covered Project. When an appropriate sized unit becomes available in the Covered Project, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the Covered Project, 24 CFR 983.259 is waived. MTW agencies may not modify this requirement.

#### **D. PBV: Other Miscellaneous Provisions**

**1. Access to Records, Including Requests for Information Related to Evaluation of Demonstration.** PHAs must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work. Please see Appendix IV for reporting units in Form HUD-50058.

**2. Additional Monitoring Requirement.** The PHA's Board must approve the operating budget for the Covered Project annually in accordance with HUD requirements.<sup>28</sup>

**3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).** This section has been moved to 1.4.A.13 and 1.4.A.14.

**"13. Davis-Bacon prevailing wages.** The Davis-Bacon prevailing wage requirements (prevailing wages, the Contract Work Hours and Safety Standards Act, and other related regulations, rules, and requirements) apply to all initial repairs and new construction that are identified in the Financing Plan to the extent that such repairs or construction qualify as development. "Development," as applied to work subject to Davis-Bacon requirements on Section 8 projects, encompasses work that constitutes remodeling that alters the nature or type of housing units in a PBV or PBRA project, reconstruction, or a substantial improvement in the quality or kind of original equipment and materials, and is initiated within 18 months of the HAP contract.

Development activity does not include replacement of equipment and materials rendered unsatisfactory because of normal wear and tear by items of substantially the same kind. Davis-Bacon requirements apply only to projects with nine or more assisted units.

**14. Section 3 of the Housing and Urban Development Act of 1968 (Section 3).** Section 3 (24 CFR Part 135) applies to all initial repairs and new constructions that are identified in the Financing Plan to the extent that such repairs qualify as construction or rehabilitation. In addition, Section 3 may apply to the project after conversion based on the receipt of the use of federal financial assistance for rehabilitation activities.”

**4. Establishment of Waiting List.** 24 CFR § 983.251 sets out PBV program requirements related to establishing and maintaining a voucher-wide, PBV program-wide, or site-based waiting list from which residents for the Covered Project will be admitted. These provisions will apply unless the project is covered by a remedial order or agreement that specifies the type of waiting list and other waiting list policies. The PHA shall consider the best means to transition applicants from the current public housing waiting list, including:

i. Transferring an existing site-based waiting list to a new site-based waiting list. If the PHA is transferring the assistance to another neighborhood, the PHA must notify applicants on the wait-list of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on a project-specific waiting list for a project where the assistance is being transferred shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list.

ii. Informing applicants on the site-based waiting list on how to apply for a PBV program-wide or HCV program-wide waiting list.

iii. Informing applicants on a public housing community-wide waiting list on how to apply for a voucher-wide, PBV program-wide, or site-based waiting list. If using a site-based waiting list, PHAs shall establish a waiting list in accordance with 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the converted project's initial waiting list. In all cases, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing community-wide waiting list given the number of applicants, PHA resources, and admissions requirements of the projects being converted under RAD. A PHA may consider contacting every applicant on the public housing waiting list via direct mailing; advertising the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (e.g., radio stations, posters, newspapers) within the marketing area; informing local non-profit entities and advocacy groups (e.g., disability rights groups); and conducting other outreach as appropriate. Applicants on the agency's public housing community-wide waiting list who wish to be placed onto the newly-established site-based waiting list must be done so in accordance with the date and time of their original application to the centralized public housing waiting list. Any activities to contact applicants on the public housing waiting list must be conducted in accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and with the obligation to provide meaningful access for persons with limited English proficiency (LEP).<sup>29</sup>

A PHA must maintain any site-based waiting list in accordance with all applicable civil rights and fair housing laws and regulations unless the project is covered by a remedial order or agreement that specifies the type of waiting list and other waiting list policies.

To implement this provision, HUD is specifying alternative requirements for 24 CFR § 983.251(c)(2). However, after the initial waiting list has been established, the PHA shall administer its waiting list for the converted project in accordance with 24 CFR § 983.251(c).

**5. Mandatory Insurance Coverage.** The Covered Project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed project property.

**6. Agreement Waiver.** This section has been moved to 1.6.(B)(7).

**“8. Agreement Waiver and RAD Rehab Assistance Payments.** For public housing conversions to PBV there will be no Agreement to Enter into a Housing Assistance Payments (AHAP)

contract. Therefore, all regulatory references to the AHAP, including regulations under 24 CFR § 983 subpart D are waived. Instead, the PHA and Project Owner will enter into a HAP contract before construction begins.

Funding during construction will be provided on the following terms: that are not occupied at any point during the initial repairs as a result of rehabilitation or construction as identified in the approved Financing Plan and RAD Conversion Commitment may be eligible, subject to the conditions below, for Rehab Assistance Payments equal to the Public Housing Operating Fund and the Capital Fund amounts that formed the basis for the calculation of initial contract rents (see Attachment 1C). During the period of rehabilitation or construction as identified in the HAP Contract, the maximum number of units for which a Project Owner can receive RAD Rehab Assistance Payments is limited to the number of units eligible for Operating Fund subsidy prior to conversion (which is typically associated with the occupied units). As a result, some units in the Converted Property may not be eligible for Rehab Assistance Payments.

Following the earlier of the end of the construction period identified in the HUD- approved Financing Plan or actual construction, the PHA will no longer be eligible to receive RAD Rehab Assistance Payments, and all units under contract will be eligible for payment only for occupied units or for vacancy payments, as applicable. MTW agencies may not alter this requirement.”

**7. Future Refinancing.** Project Owners must receive HUD approval for any refinancing or restructuring of permanent debt during the HAP contract term, to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)

**8. Administrative Fees for Public Housing Conversions during Transition Period.** For the remainder of the Calendar Year in which the HAP Contract is effective (i.e. “transition period”), RAD PBV projects will be funded with public housing funds. For example, if the project’s assistance converts effective July 1, 2015, the public housing Annual Contributions Contract (ACC) between the PHA and HUD will be amended to reflect the number of units under HAP contract, but will be for zero dollars, and the RAD PBV contract will be funded with public housing money for July through December 2015. Since TBRA is not the source of funds, PHAs should not report leasing and expenses into VMS during this period, and PHAs will not receive section 8 administrative fee funding for converted units during this time.

For fiscal years 2014 and 2015, PHAs operating HCV program received administrative fees for units under a HAP contract, consistent with recent appropriation act references to “section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Responsibility Act of 1998” and 24 CFR § 982.152(b). During the transition period mentioned in the preceding paragraph, these provisions are waived, and PHAs will not receive section 8 ongoing administrative fees for PBV RAD units. After this transition period, the section 8 ACC will be amended to include section 8 funding that corresponds to the units covered by the section 8 ACC. At that time, the regular section 8 administrative fee funding provisions will apply.

**9. Choice-Mobility.** One of the key features of the PBV program is the mobility component, which provides that if the family has elected to terminate the assisted lease at any time after the first year of occupancy in accordance with program requirements, the PHA must offer the family the opportunity for continued tenant- based rental assistance, in the form of either assistance under the voucher program or other comparable tenant-based rental assistance.

If as a result of participation in RAD a significant percentage of the PHA’s HCV program becomes PBV assistance, it is possible for most or all of a PHA’s turnover vouchers to be used to assist those RAD PBV families who wish to exercise mobility. While HUD is committed to ensuring mobility remains a cornerstone of RAD policy, HUD recognizes that it remains important for the PHA to still be able to use tenant- based vouchers to address the specific housing needs and priorities of the community. Therefore, HUD is establishing an alternative requirement for PHAs where, as a result of RAD, the total number of PBV units (including RAD PBV units) under HAP contract administered by the PHA exceeds 20 percent of the PHA’s authorized units under its HCV ACC with HUD.

The alternative mobility policy provides that an eligible voucher agency would not be required to provide more than three-quarters of its turnover vouchers in any single year to the residents of Covered Projects. While a voucher agency is not required to establish a voucher inventory turnover cap, if such a cap is implemented, the voucher agency must create and maintain a waiting list in the order in which the requests from eligible households were received. In order to adopt this provision, this alternative mobility policy must be included in an eligible PHA's administrative plan.

To effectuate this provision, HUD is providing an alternative requirement to Section 8(o)(13)(E) and 24 CFR part 983.261(c). Please note that this alternative requirement does not apply to PBVs entered into outside of the context of RAD. MTW agencies may not alter this requirement.

**10. Reserve for Replacement.** The Project Owner shall establish and maintain a replacement reserve in an interest-bearing account to aid in funding extraordinary maintenance and repair and replacement of capital items in accordance with applicable regulations. The reserve must be built up to and maintained at a level determined by HUD to be sufficient to meet projected requirements. For FHA transactions, Replacement Reserves shall be maintained in accordance with the FHA Regulatory Agreement. For all other transactions, Replacement Reserves shall be maintained in a bank account covered under a General Depository Agreement (HUD- 51999) or similar instrument, as approved by HUD, where funds will be held by the Project Owner or mortgagee and may be drawn from the reserve account and used subject to HUD guidelines and as directed by HUD.

#### **Significant Amendment Definition**

*As part of the Rental Assistance Demonstration (RAD), The Housing Authority of Prince George's County is redefining the definition of a substantial deviation from the HAPGC Plan to exclude the following RAD-specific items:*

- a. The decision to convert to either Project Based Rental Assistance, Project Based Voucher Assistance and/or RAD Section 18 demolition/disposition and/or Section 18 Blend;
- b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- d. Changes to the financing structure for each approved RAD conversion.

Attachment 1E - House Rules: Addendum

A – Resident Procedural Rights

*The information provided below must be included as part of the House Rules for the associated project and evidence of such incorporation may be requested by HUD for purposes of monitoring the program.*

- a. **Termination Notification.** HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects converting assistance

under RAD, that supplement notification requirements in regulations at 24 CFR § 880.607 and the Multifamily HUD Model Lease.

- i. *Termination of Tenancy and Assistance.*** The termination procedure for RAD conversions to PBRA will additionally require that Project Owners provide adequate written notice of termination of the lease which shall not be less than:
  - 1.** A reasonable period of time, but not to exceed 30 days:
    - a.** If the health or safety of other tenants, Project Owner employees, or persons residing in the immediate vicinity of the premises is threatened; or
    - b.** In the event of any drug-related or violent criminal activity or anyfelony conviction; or
  - 2.** Not less than 14 days in the case of nonpayment of rent; and
  - 3.** Not less than 30 days in any other case, except that if a State or local lawprovides for a shorter period of time, such shorter period shall apply.
- ii. *Termination of Assistance.*** In all other cases, the requirements at 24 CFR § 880.603, the Multifamily HUD Model Lease, and any other HUD multifamily administrative guidance shall apply.

**b. *Grievance Process.*** In addition to program rules that require that tenants are given noticeof covered actions under 24 CFR Part 245 (including increases in rent, conversions of a project from project-paid utilities to tenant-paid utilities, or a reduction in tenant paid utility allowances), HUD is incorporating resident procedural rights to comply with the requirements of section 6 of the Act. RAD will require that:

- i.** Residents be provided with written notice of the specific grounds of the ProjectOwner’s proposed adverse action, as well as their right to an informal hearing with the Project Owner;
- ii.** Residents will have an opportunity for an informal hearing with an impartialmember of the Project Owner’s staff within a reasonable period of time;
- iii.** Residents will have the opportunity to be represented by another person of their choice, to ask questions of witnesses, have others make statements at the hearing, and to examine any regulations and any evidence relied upon by the Project

## **Demolition and/or Disposition:**

### **McGuire House – Disposition and Re-Development**

In 2006, the Housing Authority of Prince George's County (HAPGC) petitioned the U. S. Department of Housing and Urban Development (HUD) for the approval to demolish and dispose of the property known as McGuire House. HUD approved a two-part application to demolish and dispose of the property, with a proposal by HAPGC to demolish the site by 2008.

As part of the redevelopment plan for the vacant site (i.e., 1313 Southern Ave., Oxon Hill, MD) the Housing Authority released a request for proposal and selected a Co-developer, after a detailed and objective review process.

This development team has aggressively moved forward with the development of a 163-unit multifamily/mixed-income dwelling for families and individuals aged 62 and above. A total of 163 non-ACC rental units to be developed, with 90% of the units (147) restricted to households at or below 60% of AMI and 10% of the units (16) at market rate, the project is titled Homes at Oxon Hill.

A Building Permit package was submitted to The Prince George's County Department of Permitting, Inspections and Enforcement (DPIE) May 2021 which is pending final approvals. The project has a financial closing date of November 2021, an official groundbreaking to follow. The completion date would be Fall 2023.

### **Public Housing Homeownership Program**

#### ***Public Housing Turnkey III Program***

HAPGC does administer homeownership programs under an approved section 5(h) homeownership program (42 U.S.C. 1437c (h)). Glassmanor Townhouses is a fifty-unit complex where residents rent with an option to purchase. A portion of each month's rent payment is allocated to a down payment reserve and a maintenance reserve replacement. In FY 2022, the Authority plans to facilitate to sell the last unit to an eligible applicant. Permission has been requested to sell the unit out right instead of the five-year lease/to purchase Turnkey III Program requirements. This will complete the conversion of the project to full homeownership. When a simple majority of the units were converted to homeownership, the Authority turned the management of the property over to the condominium for asset management operations.

### **Housing Choice Voucher**

#### ***Housing Choice Voucher Homeownership Program***

The Authority also administers a Housing Choice Voucher Homeownership program pursuant to 24 CFR 982.625-982.643.

The program is designed to assist HCV participants in good standing with the Housing Authority with transitioning from rental assistance to homeownership assistance. The participant must be a first-time homebuyer (i.e., not have owned a home during the past three (3) years), must satisfy a minimum requirement of \$30,000 annual gross earned income, and must have a minimum credit score of 620. (There is no minimum earned income requirement for the elderly and/or disabled).

In FYE 2021, the Housing Choice Voucher Homeownership Program (HCVHP) successfully assisted ten (10) families to become first-time homebuyers. Effective as of November 1, 2021, HAPGC utilizes 72 Homeownership vouchers. The goal for FYE 2022/2023 is to assist twenty

(20) additional families to become first-time homebuyers and expand the available inventory for homeownership options within HAPGC's portfolio.

### ***Project-Based Vouchers***

In total, the HAPGC serves approximately 5832 Housing Choice Vouchers including port out(s). Of the total amount of voucher allocations, the Authority administers Project Based Housing Choice Voucher that assist approximately 175 participants during FY 2021. In addition, approximately 174 vouchers administered under the Moderate Rehabilitation Program are no longer part of HAPGC's portfolio. As of December 1, 2021, a request for proposal been issued for an additional allocation of project based vouchers during the 2022 fiscal year. The Housing Authority of Prince George's County (HAPGC) may make available up to Sixty Nine (69) UFAS Project-Based Housing Choice Vouchers (PBV) to support the preservation or creation of affordable housing opportunities for disabled low and moderate income families in Prince George's County. PBVs may be awarded to an existing, new construction project or a rehabilitation multi-family project. Additionally, HAPGC may utilize 110 vouchers for PBV specifically for special programs. The Housing authority plans to allocate 100 PBV vouchers for families off our PBV waiting list that are either homeless, rent burdened or disabled. The remaining 10 are for senior veterans in the VASH program.

HAPGC PLANS TO UTILIZE and apply for various tax incentive allocations to create additional housing stock using HAPGC's allowable allocation of PBV vouchers . After completing an RFP selection process, the following developments are projected to be within the close process within FY 2022:

- Glenarden Hills Phase 3 (9% allocation for 44 units)
- Glenarden Hills Phase 3 (4% allocation for 114 units)
- \*Glenarden Phase 3 (9% tax credits)- 44 units total, and Glenarden Phase 3 (4% tax credits)- 114 units. Total projected units 158 units.*
- Woodyard Station Apartments projected number of units is 46.
- Birchwood at Greenbelt total units is projected at 60 units.



DRAFT

## 8.0 HOUSING NEEDS

Based upon the information contained in the Prince George’s County Consolidated Plan applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the “Overall” Needs column, rate factors used from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” \*N/A is used to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	22,445	5	5	* NA	* NA	3	*NA
Income >30% but <=50% of AMI	37,479	5	5	NA	NA	5	NA
Income >50% but <80% of AMI	32,795	4	4	NA	NA	1	NA
Elderly (65 and Older)	15,401	4	4	NA	NA	NA	NA
Elderly Senior 65 & older with Disabilities	24,900	4*	4*	NA	NA	NA	NA
Race/Ethnicity Black	48,452	5	5	NA	NA	NA	NA
Race/Ethnicity White	10,408	3	3	NA	NA	NA	NA
Race/Ethnicity Asian	12,382	4	4	NA	NA	NA	NA
Race/Ethnicity Am. Indian	75	3	3	NA	NA	NA	NA
Race/Ethnicity Hispanic	10,132	NA	NA	NA	NA	NA	NA
Race/Ethnicity Other	25	NA	NA	NA	NA	NA	NA

- *Note: Pacific Islander*
- *Persons of all ages, with physical disabilities are in need of housing.*
- *Source of information used by the Authority to conduct this analysis included:*
- *5 Year Consolidated Plan of the Prince George’s County Jurisdiction (2021-2025) Last updated Consolidated 7/2020.*

<b>Housing Needs of Families on the Waiting List Public Housing</b>			
	# of families	% of total families	Annual Turnover
Waiting list total	3563	100%	10% (Incls: Eligibles & Ineligibles)
Extremely low income <=30% AMI	3337	94%	
Very low income (>30% but <=50% AMI)	207	5.8%	
Low income (>50% but <80% AMI)	7	.2%	
Families with children	1885	53%	
Elderly families	483	14%	
Families with Disabilities + Hcap	361	10%	
Race/ethnicity Black (Hisp & Non-Hisp)	3261	92%	
Race/ethnicity White (Hisp & Non-Hisp)	74	2%	
Race/ethnicity Asian	10	0.3%	
Race/ethnicity All Other	164	5%	
Race/ethnicity Pacific	13	0.4%	
Residents in HAPGC Jurisdiction	2386	67%	
<b>Characteristics by Bedroom Size (Public Housing Only)</b>			
0BR	1495	42%	
1BR	41	1%	
2 BR	719	20%	
3 BR	656	18%	
4 BR	653	18%	
5 BR	NA	--	
6+ BR	NA	--	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Closed for families with children, Closed to ALL			
How long has it been closed (# of months)? 65			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
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			

Data effective as of Octoberr 2021

## Housing Needs of Families on the Waiting List Housing Choice Voucher

	# of families	% of total families	Annual Turnover
Waiting list total	1753	100%	5% (Incls: Eligibles & Ineligibles)
Extremely low income <=30% AMI	1671	95%	
Very low income (>30% but <=50% AMI)	68	4%	
Low income (>50% but <80% AMI)	1	.06%	
Families with children	1003	57%	
Elderly families	83	5%	
Families with Disabilities + Hcap	437	25%	
Race/ethnicity Black (Hisp & Non-Hisp)	1623	93%	
Race/ethnicity White (Hisp & Non-Hisp)	30	2%	
Race/ethnicity Asian	1	.06%	
Race/ethnicity All Other	5	.3%	
Race/ethnicity Pacific	3	.2%	
Residents in HAPGC Jurisdiction	1116	64%	

Is the waiting list closed (select one)?  No  Yes

Closed for families with children, Closed to ALL

How long has it been closed (# of months)? 72

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

*Data effective as of October 2021*

DRAFT

## **Strategy for Addressing Needs**

A brief description of the Authority's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year, and the Agency's reasons for choosing this strategy.

### **Strategy 1. Maximize the number of affordable units available to the Public Housing Authority (PHA) within its current resources by:**

- Employing effective maintenance and management policies to minimize the number of public housing units off-line;
- Reducing turnover time for vacated public housing units;
- Reducing time to renovate public housing units;
- Maintaining or increase Housing Choice Voucher Program lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction;
- Undertaking measures to ensure access to affordable housing among families assisted by HAPGC, regardless of unit size required;
- Maintaining or increasing HCV lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration;
- Maintaining or increasing HCV lease-up rates by effectively screening HCV applicants to increase owner acceptance of program;
- Participating in the Consolidated Plan development process to ensure coordination with broader community strategies.

### **Strategy 2: Increase the number of affordable housing units by:**

- Applying for additional vouchers should they become available; and
- Pursuing housing development opportunities other than public housing or HCV tenant-based assistance.

### **Strategy 3: Target available assistance to families at or below 50% of AMI by:**

- Employing admissions preferences aimed at families who are working;
- Adopting rent policies to support and encourage work; and
- Employing admissions for families displaced by government action.

### **Strategy 4: Target available assistance to the elderly by:**

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

**Strategy 5: Target available assistance to Families with Disabilities by:**

- Carrying out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing and structurally and financially feasible;
- Delivering a targeted number of ADA accessible units with accessibility features mandated by VCA and DRM Agreements.
- **Applying for special purpose vouchers targeted to the nonelderly and disabled should they become available(Mainstream);**
- Partner with the Department of Health and Human Services and Social Services to refer applicants for the elderly and disabled voucher; and
- HAPGC is engaged in increasing relationships with its longstanding partners with a variety of county agencies that address “special needs” populations including the Homeless, Mental Illness and Disabilities, Veterans Assistance Program, Violence Against Women Act, Veterans Affairs Supportive Housing. HAPGC will continue to expand housing opportunities for these groups through referrals from advocate groups and targeting of assistance groups in existing assisted housing programs. Case management by these advocates is an integral part of these housing opportunities. These advocates include the Department of Social Services, Veteran Affairs Medical Center, the Department of Family Services, and the Department of Behavioral Health.

**Strategy 6: Conduct activities to affirmatively further fair housing by:**

- Counseling Housing Choice Voucher tenants as to the location of units outside of areas of poverty or minority concentration and assist them to locate those units;
- Marketing the Housing Choice Voucher program to owners outside of areas of poverty /minority concentrations; and
- Market Housing Choice Voucher program to owners of housing for persons with disabilities.
- Increase the use of Project Based Vouchers to expand areas of opportunity and units availability.
- Reposition public housing in order to create additional accessible units.

## **Reasons for Selecting Strategies**

The following factors play a major role on the influence of the Housing Authority's selection of the strategies it elected to pursue:

- Funding constraints
- Aging public housing inventory
- Repositioning of Public Housing Strategies
- Staffing constraints
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- 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
- Results of consultation with advocacy groups

### **9.0 PROGRESS IN MEETING MISSION AND GOALS**

The Authority completed comprehensive modernization at two high-rises for the elderly and selected improvements at other public housing sites in the portfolio. Renovations were done to address security, safety and code requirements, improve financial stability, increase resident satisfaction, and increase market/curb appeal.

The executive summary provides a brief description of the Agency's goals and objectives in its 5-Year Plan and year to year progress in meeting them. The following tables illustrate work completed and work activities desired within the 5-Year Plan period. Tables included are:

- Tables 1:** FY 2021 Completed Modernization Work
- Table 2:** FY 2022 Planned Capital Fund Program (CFP) Activities
- Table 3 & 4:** 5 Year Renovation Plan Needs : 2021-2025

Tables #3 & #4 include observed conditions that are anticipated to require work within the next five years. Select work items from these tables have been included in the 5 Year Plan on form HUD-50075.1 and/or 50075.2. Funding limitations prohibit all items from being annotated on forms 50075.1 & 2 at this time.

## **FYE 2021 – COMPLETED MODERNIZATION WORK & MAINTENANCE ACTIVITIES (07/01/2021– 06/30/2022)**

### **TABLE 1**

**High-Rise Sites  
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)**



<b>BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS</b>	<b>1100 Owens Road</b>	<b>Cottage City Towers</b>	
	Installation of Entry door sensory and security systems Upgrade Ongoing	Elevator Modernization and Upgrade Ongoing	
	RAD –Redevelopment Activities PCNA assessment	RAD –Redevelopment Activities PCNA assessment	
	Replacement of TWO (2) High Efficiency 120 Gal. Hot water Heater(s) HWH	Installation of Entry door sensory and security systems Upgrade Ongoing	
	Overhaul Retrofit of Cooling Tower	Installed New Appliances Select Units(18)	
	Performed Air Quality Testing & Remediated for Mold (Select Units; as needed)	Performed Air Quality Testing & Remediated for Mold (Select Units; as needed)	
	LEAD TESTING conducted	Repairs to Internal water supply system	
	Installed CO2 Detectors	ADA/UFAS Interior and Exterior Accessible Routes	
	Install New Recirculation Pumps (2)	LEAD TESTING conducted	
	<b>INCREASE MARKET / CURB APPEAL</b>	Completed Vacancy Turnaround & Emergency Maintenance	Completed Vacancy Turnaround & Emergency Maintenance
Completed Landscaping		Completed Landscaping	
<b>Garden Style &amp; Townhouse Properties (CFP, CDBG, Extraordinary Maintenance, Grants, etc.)</b>			
<b>BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS</b>	<b>Marlborough Towne</b>	<b>Kimberly Gardens</b>	<b>Rollingcrest Villages</b>
	Installed High efficiency HVAC (Select Units)	Installed High efficiency HVAC (Select Units)	RAD –Redevelopment Activities PCNA assessment
	RAD –Redevelopment Activities PCNA assessment	RAD –Redevelopment Activities PCNA assessment	Retro-Fitted and Certified (1) ADA/504 Unit
	Accessible Routes – Community Ctr. Access. Kitchen /Public Restrooms Parking Lot resurfacing ADA /504 curb cut,		Emergency Concrete sidewalk repairs and replacement
	Cleaned Ducts in Select Units	Cleaned Ducts in Select Units	
	LEAD TESTING conducted	LEAD TESTING conducted	LEAD TESTING conducted
	Completed Vacancy Turnaround & Emergency Maintenance	Completed Vacancy Turnaround & Emergency Maintenance	Completed Vacancy Turnaround & Emergency Maintenance
<b>INCREASE MARKET / CURB APPEAL</b>	Performed Landscape/Site Improvements; such as: parking lot striping, site lighting, tree removal & trimming, and erosion.	Performed Landscape/Site Improvements; such as: parking lot striping, site lighting, tree removal & trimming, and erosion.	Performed Landscape/Site Improvements; such as: parking lot striping, site lighting, tree removal & trimming, and erosion.

**FY2020 – PLANNED RENOVATION ACTIVITIES TABLE 2**  
(07/01/2022 – 06/30/2023)

The following work activities in Tables 2 describe projects scheduled to take place during

FY21

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	1100 Owens Road 2022	Cottage City Towers 2022
	RAD –Redevelopment Activities	RAD –Redevelopment Activities
		Replace Passenger Emergency Generator
	Replace B-Vent Gas Flue	Replace Main Domestic Water Line to Building
	Retrofit Overhaul Existing Cooling Tower	Replace Compactor System and Dumpsters
		Upgrade Fire Annunciator System
	Replace Select Breaker Panels	Replace Select Breaker
		Accessible Routes - Parking Lot
	Install Family Resource Academy (FRA) Acquired Computers	Replace Flooring in Select Units
	Conduct Crawlspace Drain Closed Circuit Television Videography (CCTV), Clean Outs, and Pipe Repairs (as needed)	Install Family Resource Academy (FRA) Acquired Computers
Vacancy Turnaround & Emergency Maintenance		
INCREASE MARKET/CURB APPEAL	Implement Energy Conservation Measures(ECMs)	Vacancy Turnaround & Emergency Maintenance
		Convert Halogen Header Pole Lights to LED
		Implement Energy Conservation Measures(ECMs)

**WORK ACTIVITY PLAN - Garden Style and Townhouse Properties (CFP, CDBG, Extraordinary Maintenance, Grants, etc.)**

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	Marlborough Towne 2022	Kimberly Gardens 2022	Rollingcrest Villages 2022
	RAD –Redevelopment Activities-	RAD –Redevelopment Activities	RAD –Redevelopment Activities
	Camera (CCTV) Underground Sewer Drains, conduct Clean Outs, & Reline Pipes (as needed)	Camera (CCTV) Underground Sewer Drains, conduct Clean Outs, & Reline Pipes (as needed)	Camera (CCTV) Underground Sewer Drains, conduct Clean Outs, & Reline Pipes (as needed)
	Install New HWH Expansion Tanks & Change Piping from Flex lines to solid.	Install New HWH Expansion Tanks & Change Piping from Flex lines to solid.	Install New HWH Expansion Tanks & Change Piping from Flex lines to solid.
		Replace Roofing (Select)	
	Perform Duct Cleaning (select)	Perform Duct Cleaning (select)	
	Paint Select Units		
	Vac.Turnover & Emer. Maint.	Vac.Turnover & Emer. Maint.	Vac.Turnover & Emer. Maint.
			Replace Flooring in Select Units
	INCREASE MARKET/CURB APPEAL	Implement Energy Conservation Measures(ECMs)	Implement Energy Conservation Measures(ECMs)

DRAFT

**FIVE (5) YEAR RENOVATION PLAN** **TABLE 3**

**(07/01/2021 – 06/30/2025)**

The following tables (3 & 4) describe projects *desired* to take place during the next 5-Years; depending on future funding.

**5-YEAR PLAN – MODERNIZATION ACTIVITIES - High-Rise Sites**

<b>BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS</b>	<b>1100 Owens Road 5-Year Plan</b>	<b>Cottage City Towers 5-Year Plan</b>
	RAD –Redevelopment Activities-	RAD –Redevelopment Activities-
	Upgrade Fire Annunciator System	Upgrade Fire Annunciator System & Reconfigure Fire Alarm Sound System
		Emergency Generator
	Replace/Repair Concrete Front Entry underneath Canopy	
	Vacancy Turnaround	Vacancy Turnaround
	CCTV Plumbing in Crawl Spaces	Insert Plumbing Lining underneath bldg. slab
		Install New Trash Compactor & Dumpsters
		Replace Main Water Service Valve
	Ventilation Duct Cleaning	Ventilation Duct Cleaning
	Upgrade Security Camera System (to include elevators)	Upgrade Security Camera System (to include elevators)
<b>INCREASE MARKET/CURB APPEAL</b>	Implement Energy Conservation Measures(ECMs)	Implement Energy Conservation Measures(ECMs)
	Replace broken concrete apron	Upgrade Site Lighting Fixtures to LED

- **SELECT ITEMS FROM THIS CHART ARE INCLUDED IN THE ATTACHED FORM HUD-50075.1 AND/OR 50075.2. OTHER ITEMS LISTED INDICATE WORK DESIRED IF FUNDS BECOME AVAILABLE.**

**FIVE (5) YEAR RENOVATION PLAN:  
FY 2021  
(07/01/2021 – 06/30/2025)**

**TABLE 4**

**5-YEAR PLAN – MODERNIZATION ACTIVITIES/NEEDS - Garden & Townhouse Properties**

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	Marlborough Towne 5-Year Plan	Kimberly Gardens 5-Year Plan	Rollingcrest Villages 5-Year Plan
	RAD –Redevelopment Activities-	RAD –Redevelopment Activities-	RAD –Redevelopment Activities-
	Remove all flex plumbing lines and install with New Solid HWH fittings	Remove all flex plumbing lines and install with New Solid HWH fittings	Remove all flex plumbing lines and install with New Solid HWH fittings
	Replace HWH Expansion Tanks	Replace HWH Expansion Tanks	Replace HWH Expansion Tanks
			Replace/Repair Concrete walkways and drainage
	Parging Exteriors On Select Buildings	Parging Exteriors <i>On Select Buildings</i>	Parging Exteriors <i>On Select Buildings</i>
		Correct Sub-Flooring Foundation and Install New Floor Covering in 3 Bedroom units with Lofts	Conduct Comprehensive Sewer Study & Replace Broken Sewer Lines
	Conduct invasive CCTV underground plumbing investigations, Underground repairs and cleanouts	Conduct invasive CCTV underground plumbing investigations, Underground repairs and cleanouts	Conduct invasive CCTV underground plumbing investigations, Underground repairs and cleanouts
	<b>*Select Vacancy Turnaround</b>	<b>*Select Vacancy Turnaround</b>	<b>*Select Vacancy Turnaround</b>
			Install Security Camera System
	Implement Energy Conservation Measures	Implement Energy Conservation Measures	Implement Energy Conservation Measures
	Replace Select flooring	–Replace Flooring & Address Foundation Settling	Correct Sub-Flooring Foundation and Install New Floor Covering
RESIDENT SATISFACTION			
INCREASE MARKET/CURB APPEAL	Stripe Parking Lot and Curbs	Stripe Parking Lot and Curbs	Stripe Parking Lot and Curbs
	Correct Erosion Landscape	Correct Erosion Landscape	Correct Erosion Landscape

- **SELECT ITEMS FROM THIS CHART ARE INCLUDED IN THE ATTACHED FORM HUD-50075.1 AND/OR 50075.2.**  
**OTHER ITEMS LISTED INDICATE WORK DESIRED IF FUNDS BECOME AVAILABLE.**

**10 (A) EXECUTIVE SUMMARIES**

The Housing Authority of Prince George’s County has prepared this 5-Year and Annual Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998, the ensuing HUD requirements and is consistent with the Prince George's County 5-Year Consolidated Plan.

The following goals and objectives for the 5-Year Plan have been adopted:

1. Provide an improved living environment;
2. Improve the quality of assisted housing;
3. Promote self-sufficiency and asset development of assisted households;
4. Ensure equal opportunity and affirmatively further fair housing;
5. Create a greater balance of housing types and values throughout the County;
6. Expand homeownership opportunities for all residents regardless of race, gender, color, national origin, familial status or disability;
7. Develop a range of quality housing for all households including families, the elderly, persons with disabilities, the homeless, Violence Against Women Act (VAWA) victims and Veterans and
8. Create safe, well planned, attractive housing communities.

The Authority continues to implement and coordinate its goals and HUD's goals into program operations. Senior staff continued to participate in the goal setting and strategizing to meet objectives, set tasks/strategies and establish new milestones to form the framework for the Authority's operations.

<b>REVIEW</b> <b>Summary of Housing Authority’s Project</b> <b>Measurements</b>
<u>1</u> Improve Program Management and Administration.
<u>2</u> Improve Property Management.
<u>3</u> Complete Staff Reorganization.
<u>4</u> Continue Staff Training.
<u>5</u> Increase Resident / Client Services.
<u>6</u> Improve Risk Management

**For Details, see Section 5.2, and PHA’s Goals and Objectives**

## **FY 2021 – ACCOMPLISHMENTS:**

### **WAITING LIST:**

There remain a large number of applicants on the combined waiting list. Applications are handled through the Central Intake Unit. The Public Housing, HCV, Project Based and Moderate Rehabilitation waiting lists have been aggressively pulled last and the current fiscal year to increase utilization and occupancy rates.

### **CAPITAL IMPROVEMENT:**

The Housing Authority of Prince George's County made improvements to parking lot of the Housing Authority's 1100 Owens Road property. The improvements were required to improve access for elderly and disabled tenants of the property and were completed in 2009.

The improvements were financed by a loan from the proceeds of a Revenue Bond, issued by the State of Maryland's Community Development Administration. The loan is collateralized by the Housing Authority's Capital Fund Grant, with repayment based on future allocations of the Housing Authority's CFFP. The stated loan amount was \$1,249,327 with a maturity date of July 1, 2023.

The estimated balance of the loan at FYE 2019 is \$114,404 (principal: \$90000, Interest: \$24,404)

### **REAL ESTATE ASSESSMENT CENTER (REAC) SUBSYSTEMS**

The Housing Authority most recently received a PHAS Score of 82 for Fiscal Year 2019.

To obtain a Standard Performer status, a PHA must score at least 60 percent of the points available in each of the four indicators and achieve an overall PHAS score of 60 percent or greater.

### **SUPPORTIVE SERVICES**

#### **Resident Services**

- Resident Services staff works to provide a comprehensive network of supportive services through collaboration efforts with County agencies and community-based organizations. Services are targeted for seniors, families, youth and individuals with disabilities at four (4) public housing properties.

## Family Resource Academy (FRA)

- Operating as Community Centers/Family Resource Academies, the Housing Authority has converted community spaces into effective enrichment activities primarily geared to school age children. Centers will provide computer access and classes, and structured leisure and recreational activities.

### Housing Choice Voucher:

#### HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM

The Authority administers a Housing Choice Voucher Homeownership Program pursuant to Section 8 (y) of the U.S.H.A. of 1937, as implemented in 24 CFR Part 982.

In FY 2020 the Housing Choice Voucher Homeownership Program (HCVHP) successfully assisted eight (8) families to become first-time homebuyers. The goal for FY 2021 is to assist ten (10) families to become first-time homebuyers. The program is designed to assist HCV participants who meet certain income and work history requirements, with their transition from rental to homeownership. For FY 2021, the homeownership program reported 78 households in total.

### Housing Choice Voucher

The Prince George's County Housing Choice Voucher Program final SEMAP Overall Score for the fiscal year ended June 30, 2019, is 97%. SEMAP designation for the overall performance rating is a *High Performer*.

Due to Covid-19; the authority elected to carry over its score for FY 2020 and did not submit or complete SEMAP for FY 2020 as waived under the CARES ACT waivers for the HCV program.

Housing Authority of Prince George's County			
<i>SEMAP Score Report for Fiscal Year 2019</i>			
SEMAP Indicators		Current Rating	Maximum Score
1	Selection from the Waiting List	15	15
2	Reasonable Rent	20	20
3	Determination of Adjusted Income	20	20
4	Utility Allowance Schedule	5	5
5	HQS Quality Control	5	5
6	HQS Enforcement	10	10
7	Expanding Housing Opportunities	5	5
8	Payment Standards	5	5
9	Timely Annual Reexaminations	10	10
10	Correct Tenant Rent Calculations	5	5
11	Pre-Contract HQS Inspections	5	5
12	Annual HQS Inspections	0	10
13	Lease-up	20	20
14	Family Self-Sufficiency	10	10
15	Deconcentration Bonus	5	5

To acquire a *High Performer* status under SEMAP, a PHA must comply with fourteen rating indicators and achieve an overall **SEMAP** score of *100 percent or greater*. High performers are afforded incentives that include relief from specific HUD requirements, public recognition and bonus points in funding competitions.



## **Upcoming Plan Year – FY 2022 (07/01/2021– 06/30/2022)**

### **OPERATIONS AND SERVICES PLAN**

The Annual Plan provides details about the Authority's immediate Operations and Services, and the HAPGC's strategy for achieving goals and objectives for the fiscal year beginning July 1, 2021. The Annual Plan is based on the premise that accomplishing goals and objectives will enable the Housing Authority to carry out its mission.

Plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of stated goals and objectives. Taken as a whole, they outline a comprehensive approach. The Annual Plan year includes:

### **FINANCIAL STABILITY**

To meet the goal of improved financial stability, the Authority plans to continue to carry out the following tasks:

- Continue to develop and implement the appropriate management and administrative measures to effectively measure financial goals, Identify new sources of funding,
- Maximize sources of funding currently received by the Authority,
- Increase public housing lease-up rates,
- Maintain Housing Choice Voucher Program lease-up rates in accordance with funding levels,
- Evaluate financial viability of grants,
- Develop aggressive collection plan that maximizes data collection efforts,
- Review priorities for the Authority,
- Consider disposing of surplus properties owned by the Housing Authority,
- Assess and determine the financial feasibility of maintaining ownership of all public housing properties as assets,
- Review the budget plan for expenditures,
- Create Authority wide spending awareness plan,
- Fully automate procurement & inventory system modules to better control purchasing and distribution, and
- Develop and Implement an Asset Management site-based plan to improve operational effectiveness and efficiency, to preserve and protect assets, and facilitate future investment and reinvestments in public housing. The Authority elected exemption from asset management in compliance regulations passed Congress that permit PHAs with fewer than 400 units to elect exemption from asset management. While the Authority will not officially implement asset management, it will revise its internal operations to comply with budgeting principles associated with site-based asset management.

### **SUPPORTIVE SERVICES (FY 2021)**

Several successful programs that helped families achieve self-sufficiency will continue and expand for the upcoming 2021 fiscal year and well into the five years of this plan. Selected programs/services are listed below:

#### **PUBLIC HOUSING:**

##### **Plans to Execute HUD's Repositioning Option(s)**

The HAPGC completed its application to HUD's Special Application Center (SAC) to exercise the Rental Assistance Demonstration (RAD) Program as an option to convert its Public Housing Inventory. The HAPGC has solicited a personal services consultant to assist in the preparation of the SAC application. The HAPGC is currently in consultation with the Field Office in the evaluation process of preparing HUD's Special Applications Center (SAC) applications for disposition in accordance with the requirements of 24 CFR part 970 for each of the following properties:

- Marlborough Towne
- Kimberly Gardens
- Rollingcrest Villages
- Cottage City Towers
- Owens Road

The HAPGC has conducted due diligence, on various repositioning strategies to develop a plan to move the HAPGC towards a housing portfolio transition. A Request For Qualifications (RFQ) has been issued for developers/co-developers with a specific scope for services.

The Authority will decide disposition criteria for each property on a case-by case basis and provide narratives for each development, recommend & describe "phased" application methods and justifications; prepare cost analysis, confirm proper environmental clearances, and especially determine FMV disposition benefits.

On December 3, 2021 the Authority will meet, with the Resident Advisory Board (RAB), and resident organizations to provide a full description of the activities in connection with repositioning; including relocation, potential use of each property, disposition proceeds and RAD conversion activities. The Housing Authority is addressing all comments and providing information on the development process and Resident rights during site and RAB meetings. All required notices regarding RAD conversions have been outlined in Section 7.0

## **McGuire House – Demolition, Disposition & Development**

In 2006, HUD approved a two (2) part application to demolish and dispose of McGuire House. The structure was demolished in 2008. Prior to final disposition, significant changes to the plan invalidated HUD's prior approval.

The Housing Authority has partnered with a Local Developer and is moving forward with the redevelopment of 1313 Southern Avenue (formerly known as The McGuire House) there are plans to amend and an a submission of an application to include the newly selected Developer to SAC for disposition was approved and granted.

## **Resident Services**

- HAPGC staff works to provide a comprehensive network of supportive services through collaboration efforts with County agencies and community-based organizations. Services are targeted for at-risk seniors and individuals with disabilities at four (4) public housing properties.

## **Family Resource Academy (FRA)**

- Operating as Family Resource Academies, the Housing Authority has converted community spaces into effective enrichment activities primarily geared to school age children.

DRAFT

## **HOUSING CHOICE VOUCHER:**

### **HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM**

The Authority administers a Section Homeownership Program pursuant to Housing Choice Voucher of the U.S.H.A. of 1937, as implemented in 24 CFR Part 982.

The goal of the Housing Choice Voucher Homeownership Program (HCVHP) for FY 2021 is to successfully assist an additional ten (10) more families to become first-time homebuyers.

The program is designed to assist voucher participants who meet certain income and work history requirements, with their transition from rental to homeownership. The minimum gross earned income for eligibility is \$30,000. Additionally, every participant must be a first-time homebuyer (i.e. not have owned a home during the past 3 years), have a credit score of 620 and in good standing with the Housing Authority. There is no minimum income requirement for elderly (62+) and/or disabled.

#### **Veterans Affairs Supportive Housing (VASH)**

The Authority in partnership with the local Veteran's Affairs Medical Center (VAMC), administers this program designed to assist military veterans with tenant based rental assistance. The Authority was awarded and manages 160 housing choice vouchers (HCV) for the administration of this program.

#### **Foster Youth Initiative Program(FUP) FYI aging out of Foster Care**

The FYI program is also a tenant based HUD Housing Choice Voucher (HCV) rental assistance program. This program is to provide housing for youth who are leaving foster care and are between the ages of 18 to 24 years old. The program provides 36 months of rental assistance for foster children/adults as they transition to living independently. This program is administered by local public housing agencies (PHAs) that have partnered with local Department of Social Services (DSS) agencies. The Authority was awarded 60 HCVs for this program.

#### **Family Self-Sufficiency (FSS)**

The purpose of the Family Self-Sufficiency (FSS) program is to promote the coordination of public housing and/or Housing Choice Voucher program and assistance with other public and private resources, to enable eligible families to achieve economic independence and self-reliance. FSS achieves this goal by assisting families to increase their earnings and to build assets and financial capability through County; Community; public and private agencies and partnerships. Services include Case Management/Coaching and Goal Setting.

The FSS Coordinator assist in helping families increase their earnings and build financial capability and assets during a five (5) year period. An Escrow account is maintained by the PHA and grows as the earnings of FSS participants increase. At the end of the FSS term, escrow balances are awarded participants who successfully complete the program.

#### **Homeownership Program**

The PHA will offer the homeownership option only to participating families who are:

- a) Eligible Housing Choice Voucher Program participants; and
- b) The PHA will maximize this option to as many families as possible.

### Follow Up Plan Certification

**Communication** – The Authority will continue to communicate with residents through regular meetings, website and newsletters.

DRAFT

## 10 (B) SIGNIFICANT AMENDMENT AND SUBSTANTIAL DEVIATION/MODIFICATION

The Housing Authority of Prince George's County defines "Significant Amendments and Substantial Deviations/Modifications to the Plan", as:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Plan) when dollar amount exceeds 10% of the Capital Fund Budget or the amount of replacement reserve funds that exceeds 10% of the annual Capital Fund Budget;
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

*As part of the Rental Assistance Demonstration (RAD), The Housing Authority of Prince George's County is redefining the definition of a substantial deviation from the HAPGC Plan to exclude the following RAD-specific items:*

- a. The decision to convert to either Project Based Rental Assistance, Project Based Voucher Assistance and/or RAD Section 18 demolition/disposition and/or Section 18 Blend;
- b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and Changes to the financing structure for each approved RAD conversion

### REQUIREMENTS FOR SIGNIFICANT AMENDMENTS TO THE PHA PLAN

Any significant amendment or substantial deviation/modification to a PHA Plan is subject to the same requirements as the original PHA Plan (including time frames). Following are the requirements:

- The Housing Authority must consult with the Resident Advisory Board (RAB).
- The Authority must ensure consistency with the Consolidated Plan of the jurisdiction(s).
- The Authority must provide for a review of the amendments/modifications by the public during a 10-day public review period.
- The Housing Authority may not adopt for the amendment or modification until the PHA has duly called a meeting of its Board of Commissioners. The meeting, at which the amendment or modification is adopted, must be open to the public.
- The Authority may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures.

## Statement of Consistency with the Consolidated Plan

Consolidated Plan jurisdiction: **Prince George's County, Maryland**

The Housing Authority of Prince George's County has taken the following steps to ensure consistency of this Annual Plan with the Consolidated Plan for the jurisdiction:

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plans.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.

The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

- Shared goals,
- Objectives, and
- Strategies.

*End of Executive Summary for Annual Plan  
FY 2022 Agency Annual Plan  
Period: (07/01/2021 thru 06/30/2022)*

## 11.0 REQUIRED DOCUMENTS

(md015V20)

- ✓ Form HUD-50075-5Y  
PHA PLAN
- ✓ Form HUD-50075-ST  
PHA PLAN

(md015A20)

- ✓ Resident Advisory Board (RAB) & Public Hearing Comments  
DOCUMENT B.6 - (3) RAB BOARD COMMENTS AND PUBLIC HEARINGS
  - Policy Changes  
DOCUMENT B.1.3 REVISED ADMISSION PREFERENCES
  - Audit Findings (*Not submitted- Due to Extension*)  
DOCUMENT B.4 - HAPGC FINANCIAL STATEMENT AND FINDINGS
- ✓ Form HUD-50077-CR –  
PHA CIVIL RIGHTS CERTIFICATION
- ✓ Form HUD-50077-ST- HCV-HP- PHA –  
PHA CERTIFICATION OF COMPLIANCE WITH THE PHA PLAN AND RELATED REGULATIONS
- ✓ Form HUD-5007SL –  
Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan
- ✓ Form HUD-50075.1 (md015□20) –  
CAPITAL FUND PROGRAM ANNUAL STATEMENT/PERFORMANCE AND EVALUATION REPORT
- ✓ Form HUD-50075.2 (md015□20) –  
CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN
- ✓ HCV Administrative Plan (*No updates for 20-21*)
- ✓ Public Housing Admissions & Occupancy Plan (*No updates for 20-21*)
- ✓ HAPGC Cares Act Waivers
- ✓ HAPGC Board Resolution Approving Annual Plan