

Annual PHA Plan <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: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

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

A.	PHA Information.																										
A.1	<p> PHA Name: <u>City of Tucson Housing and Community Development</u> PHA Code: <u>AZ004 & AZ033</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/01/2019</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>1505</u> Number of Housing Choice Vouchers (HCVs) <u>5675</u> Total Combined Units/Vouchers <u>7180</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. PHAs must have the elements listed below in sections B and C 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> www.tucsonaz.gov/hcd/plans </p> <p> <input checked="" type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA: City of Tucson Housing and Community Development Department</td> <td>AZ004</td> <td>Housing Choice Voucher</td> <td>Public Housing</td> <td>1505</td> <td>4798</td> </tr> <tr> <td>Pima County Community Services</td> <td>AZ033</td> <td>Housing Choice Voucher</td> <td></td> <td></td> <td>877</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: City of Tucson Housing and Community Development Department	AZ004	Housing Choice Voucher	Public Housing	1505	4798	Pima County Community Services	AZ033	Housing Choice Voucher			877						
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B. Annual Plan Elements						

B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Operation and Management.
- Grievance Procedures.
- Homeownership Programs.
- Community Service and Self-Sufficiency Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Asset Management.
- Substantial Deviation.
- Significant Amendment/Modification

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

- **Statement of Housing Needs and Strategy for Addressing Housing Need** – there is a need for 50,000 housing units based on the census data related to cost burden. In addition, there is a need for ADA accessible units preferably for larger bedroom sizes. To support the development of additional affordable housing units the PHA will expand Project-Based voucher opportunities to align with the Low Income Tax Credit applications. In addition, the Public Housing Program will continue to use Capital Funds to modify Public Housing units to ADA accessibility.

HUD Table 6 – Total Households Table (Pima County)					
AMI	0-30%	>30-50%	>50-80%	>80-100%	>100%
Households	44,277	42,424	61,210	37,219	382,380
Small Family	12,195	12,239	20,930	12,488	148,781
Large Family	3,780	3,438	5,620	3,049	30,702
At least 1 person 62-74 yrs	6,038	8,165	11,534	7,645	77,400
At least 1 person age 75 +	4,866	8,191	9,473	5,085	48,024
At least 1 child <=6 yrs old	8,112	6,759	11,328	5,265	51,036
Data Source: 2007-11 CHAS					

HUD Table 7 – Other Housing Problems Table Pima County (2007-11 CHAS)										
	Renter					Owner				
	0-30%	>30-50%	>50-80%	>80-100%	Total	0-30%	>30-50%	>50-80%	>80-100%	Total
Substandard	659	408	524	255	1,846	240	209	158	87	694
Severely Overcrowded	953	865	630	75	2,523	232	283	119	124	758

Overcrowded	1,855	1,600	1,415	480	5,350	372	543	1,195	484	2,594
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Pima County Renter Cost Burden and Severe Cost Burden by Income					
	0 – 30%	>30% -50%	>50-80%	>80-100%	>100%
No Cost Burden	7,000	3,320	13,915	10,060	37,665
Cost Burden	2,040	10,080	13,075	3,880	2,105
Severe Cost Burden	21,200	9,880	2,645	390	470
Total	30,240	23,280	29,635	14,330	40,240
Cost Burden Percentage	76.85%	85.7%	53%	29.8%	6.3%
Data Source: 2007-11 CHAS, FY 2015-2019 City of Tucson and Pima County Consolidated Plan					

Based on the information in the FY 2015 – 2019 Consolidated Plan, 61 of Pima County’s 235 Census Tracts have a disproportionate concentration of minorities; 52 of the City of Tucson’s 149 Census Tracts have a disproportionate concentration of minorities.

Pima County Race and Ethnicity (Source: American Community Survey - ACS 2013 – 2017)		
	Pima County	City of Tucson
White	81%	81%
Hispanic or Latino	36%	43%
Black/African American	5%	7%
Asian/Pacific Islander	4%	4%
American Indian/Alaskan Native	4%	4%
Other Race	10%	13%

Housing Problems of Householders with Disabilities by Tenure and Income						
	Owners			Renters		
		Housing Problem			Housing Problem	
		No.	%		No.	%
< 30%	2,275	1,580	69%	3,590	2,745	76%
30-50%	3,465	1,840	53%	3,265	2,765	85%
50-80%	5,260	1,855	35%	2,790	1,640	59%
>80%	14,910	2,780	19%	3,285	800	24%
Total	25,910	8,055	31%	12,930	7,950	61%
Source: 2007-11 CHAS						

Waitlist information as of February 12, 2019

Waiting List Total	# of Families		% of Total Families	
	PH	HCV	PH	HCV
	28439	15406		
Extremely Low Income <= 30% AMI	21409	10753	76%	70%
Very Low Income >30% but <=50% AMI	4438	3021	16%	20%
Low Income >50% but <80% AMI	1876	1398	7%	9%
Families with Children		15154		99%
Elderly	5930	41	21%	1%
Disabled	2518	211	9%	2%
White	27582	14724	97%	96%
Asian	19	4	0%	0%
Native Hawaiian/Other Pacific Islander	7	6	0%	0%
American Indian/ Alaska Native	66	22	1%	1%
Black/African American	370	124	2%	1%
Not Assigned	395	526	2%	4%
Ethnicity – Hispanic or Latino	839	267	3%	2%
Ethnicity – Not Hispanic or Latino	1140	347	4%	3%
Ethnicity – not assigned	26460	14792	93%	96%

- **Operations and Management** – see changes in the Administrative Plan and Admissions and Occupancy Plan
- **Grievance Policy** – see Grievance Hearing Attachment for both Public Housing and the HCV Program; the PHA is exploring options to utilize attorneys for the grievance process for the HCV Program and having an attorney accompany the PH program to court.
- **HCV Homeownership Programs** - The HCV Homeownership will be addressed with the FSS team going to training to understand the program and become certified; after recertification the program will host Homeownership Workshops quarterly to educate the HCV participants about the Homeownership program. In addition, there are a few changes to the HCV policy associated with the Homeownership Program:
 - The participant would be required to have a minimum down payment of 3% of the purchase price and at least 1% from the Family's personal resources (including the FSS escrow account if a participant of the FSS program)
 - No recapture will be enforced or imposed on the sale or refinancing of the home under the homeownership program
 - The Homeownership program is not limited to just FSS participants
 - Family will have 180 days to locate a unit
 - Post purchase counseling will be required
- **Public Housing Homeownership Program** – the PHA will look at opportunities to expand the homeownership program to Public Housing residents
- **Community Service and Self Sufficiency Program** - The PHA will consider 8 hours per month as the minimum number of hours needed to qualify for a work activity exemption; the PHA will not accept court-ordered or probation-based work as eligible community services activities.

- **Safety and Crime Prevention** – the PHA received a Safety and Security Grant for El Posados/El Portal 60 units of Public Housing; the PHA will review the doors, window screens, etc.
- **Pet Policy** - For an animal to be excluded from the pet policy and be considered a service animal, it must be a trained dog, and there must be a person with disabilities in the household who requires the dog’s services.
For an animal to be excluded from the pet policy and be considered an assistance animal, there must be a person with disabilities in the household, and the family must request and the PHA approve a reasonable accommodation in accordance with the policies.

Care and Handling

Residents must care for assistance animals in a manner that complies with state and local laws, including anti-cruelty laws. Residents must ensure that assistance animals do not pose a direct threat to the health or safety of others, or cause substantial physical damage to the development, dwelling unit, or property of other residents.

When a resident’s care or handling of an assistance animal violates these policies, the PHA will consider whether the violation could be reduced or eliminated by a reasonable accommodation. If the PHA determines that no such accommodation can be made, the PHA may withdraw the approval of a particular assistance animal.

Cleanliness

The assistance animal owner shall be responsible for the removal of waste from the exercise area by placing it in a sealed plastic bag and disposing of it in a container provided by the PHA.

The assistance animal owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

Litter box requirements:

Assistance animal owners must promptly dispose of waste from litter boxes and must maintain litter boxes in a sanitary manner.

Litter shall not be disposed of by being flushed through a toilet.

Litter boxes shall be kept inside the resident's dwelling unit.

- **Significant Amendment/Modification** – it is the intent of the City of Tucson/Pima County PHA Plan Consortium to adhere to the mission, goals and objectives outlined in the five-year strategic plan. The plan however, will be modified and re-submitted to HUD should be substantial deviation from program goals and objective occur. The Housing Authority defines substantial deviation as:
 - Any change in the planned or accrual use of federal funds for activities that would prohibit or redirect the Housing Authority’s strategic goals of increasing the availability of decent, safe and affordable housing for the citizens of the City of Tucson and Pima County.
 - Any single or cumulative annual change in the planned or actual use of federal funds as identified in the five-year plan that exceeds 20% of the City of Tucson/Pima County Consortium’s annual program budgets for the Housing Choice Voucher (HCV) or Public Housing activities
 - A need to respond immediately to Acts of God beyond the control of the Housing Authority such as earthquakes, hurricanes, civil unrest, or other unforeseen significant event
 - A mandate from local government officials, specifically the governing board of the Housing Authority, to modify, revise or delete the range goals and objectives of the program
 - A substantial deviation does not include any changes in HUD rules and regulations, which require or prohibit changes to activities listed herein
- **Significant Amendment or Modification** - to the Annual Plan or Five-year Plans is defined as:
 - Changes of a significant nature to the rents or admission policies or the organization of the waiting list not required by federal regulatory requirements as to effect a change to the HCV Administrative Plan (Admin Plan) for the City of Tucson and Pima County or the Public Housing Admissions and Occupancy Policy (ACOP).

(c) The PHA must submit its Deconcentration Policy for Field Office review – *enclosed for the plan are pages 4-16, 4-17, 4-18 & 12-12, of the Public Housing Admissions and Occupancy Policy that discusses the Deconcentration Policy for the agency.*

Public Housing Program

The PHA will determine the average income of all families in all covered developments on an annual basis.

Step 2. The PHA must determine the average income (or median income, if median income was used in Step 1) of all families residing in each covered development. In determining average income for each development, the PHA has the option of adjusting its income analysis for unit size in accordance with procedures prescribed by HUD.

PHA POLICY

The PHA will determine the average income of all families residing in each covered development (not adjusting for unit size) on an annual basis.

Step 3. The PHA must then determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low income family (30% of median income).

Step 4. The PHA with covered developments having average incomes outside the EIR must then determine whether or not these developments are consistent with its local goals and annual plan.

Step 5. Where the income profile for a covered development is not explained or justified in the annual plan submission, the PHA must include in its admission policy its specific policy to provide for deconcentration of poverty and income mixing.

Depending on local circumstances the PHA’s deconcentration policy may include, but is not limited to the following:

- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities

- Targeting investment and capital improvements toward developments with an average income below the EIR to encourage families with incomes above the EIR to accept units in those developments
- Establishing a preference for admission of working families in developments below the EIR
- Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration
- Providing other strategies permitted by statute and determined by the PHA in consultation with the residents and the community through the annual plan process to be responsive to local needs and PHA strategic objectives

A family has the sole discretion whether to accept an offer of a unit made under the PHA's deconcentration policy. The PHA must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the PHA's deconcentration policy [24 CFR 903.2(c)(4)]. If, at annual review, the average incomes at all general occupancy developments are within the EIR, the PHA will be considered to be in compliance with the deconcentration requirement and no further action is required.

PHA POLICY

For developments outside the EIR the PHA will take the following actions to provide for deconcentration of poverty and income mixing: Policy does not exist at this time, but based on site-based waiting list implementation and its impact on PHA's public housing developments, it may be required in the future. © Copyright 2010 Nan McKay & Associates, Inc. City of Tucson ACOP Updated 7/1/17 Unlimited copies may be made for internal use. Page 4-18

Order of Selection [24 CFR 960.206(e)]

The PHA system of preferences may select families either according to the date and time of application or by a random selection process.

PHA POLICY

Families will be selected from the waiting list based on preference. Among applicants with the same preference, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by the PHA.

When selecting applicants from the waiting list the PHA will match the characteristics of the available unit (unit size, accessibility features, unit type) to the applicants on the waiting lists. The PHA will offer the unit to the highest ranking applicant who qualifies for that unit size or type, or that requires the accessibility features.

By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application or higher preference status.

Factors such as deconcentration or income mixing and income targeting will also be considered in accordance with HUD requirements and PHA POLICY.

4-III.C. NOTIFICATION OF SELECTION

When the family has been selected from the waiting list, the PHA must notify the family.

PHA POLICY

The PHA will notify the family by first class mail when it is selected from the waiting list.

The notice will inform the family of the following:

Date, time, and location of the scheduled application interview, including any procedures for rescheduling the interview

Who is required to attend the interview

Documents that must be provided at the interview to document the legal identity of household members, including information about what constitutes acceptable documentation

Documents that must be provided at the interview to document eligibility for a preference, if applicable

Other documents and information that should be brought to the interview

If a notification letter is returned to the PHA with no forwarding address, the family will be removed from the waiting list without further notice. Such failure to act on the part of the applicant prevents the PHA from making an eligibility determination; therefore no informal hearing will be offered.

12-IV.E. DECONCENTRATION

PHA Policy

If subject to deconcentration requirements, the PHA will consider its deconcentration goals when transfer units are offered. When feasible, families above the Established Income Range will be offered a unit in a development that is below the Established Income Range, and vice versa, to achieve the PHA's deconcentration goals. A deconcentration offer will be considered a "bonus" offer; that is, if a resident refuses a deconcentration offer, the resident will receive one additional transfer offer.

HCV Selection Information

The PHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding, qualified families that are displaced by government action, and for 51 Homes and HCBS program participants, and special program transfers from the Public Housing Program to fulfill a reasonable accommodation when an appropriate Public Housing Unit or unit modification is unavailable.

Displaced by government action is defined by: Individuals or families displaced by direct local government action(s) or whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to federal disaster relief laws; families displaced due to lead-based paint hazards or families displaced due to condemnation of substandard trailer parks.

The PHA will provide a 3 point preference to up to 10% of Housing Choice Voucher Program in support of a referral based program by select non-profit community agencies that provide supportive services designed to house homeless individual and families. The non-profit community agencies will be selected through a Request for Proposal process and will certify that each referral meets the definition of homeless or is "moving up" from a Continuum of Care funded homeless program.

The PHA will provide 1 point residency preference to address the housing needs of families living or working/hired to work in the City of Tucson and/or Pima County, the PHA will establish a preference for "resident" families, where the applicant family is:

A permanent resident of the City of Tucson or Pima County; or

A family whose head of household, spouse, co-head or sole member is/are employed in the City of Tucson or Pima County, or has accepted employment in the City of Tucson and Pima County.

The PHA will provide a preference to those FUP Youth participants who have reached the end of their 18 month participation limit. Should the PHA need to lease up units quickly in response to additional funding or elimination of sequestration the PHA may absorb portable vouchers currently administered and may transfer participants of “look alike voucher programs” federal, state or locally funded to the HCV Program.

The PHA will monitor progress in meeting the ELI requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.

Families will be selected from the waiting list based on the selection preference(s) for which they qualify, and in accordance with the PHA’s hierarchy of preferences, if applicable. Within each preference category, families will be selected by the ranking assigned by the time and date that they applied. Documentation will be maintained by the PHA as to whether families on the list qualify for and are interested in targeted funding. If a higher placed family on the waiting list is not qualified or not interested in targeted funding, there will be a notation maintained so that the PHA does not have to ask higher placed families each time targeted selections are made.

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, the PHA may admit families that are not on the waiting list, or without considering the family’s position on the waiting list. The PHA must maintain records showing that such families were admitted with special program funding.

Targeted Funding [24 CFR 982.204(e)]

HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C.

PHA Policy

The PHA administers the following types of targeted funding:

- Family Unification Program
- Non-Elderly Disabled 2
- Veterans Assistance Supportive Housing
- Mainstream
- Homeless Preference Program
- Any other specialty program may be added if funding becomes available

Homeless Preference Program:

Coordinated Entry Referrals - Vouchers

The PHA will coordinate with Pima County and TPCH to select individuals from HMIS who have VI SPDAT scores of 14 or greater. The same definition for HPP will remain in place to serve those who may or may not be considered chronically homeless. The PHA and client will then contract for case management with a partnering agency identified during TPCH case conferencing.

Permanent Supportive Housing Exits – Vouchers and Public Housing Units (as availability provides)

In cooperation with Tucson Pima Collaboration to End Homelessness (TPCH)

To encourage the transition of formerly homeless individuals and families from CoC-funded Permanent Supportive Housing (PSH) to available Public Housing Authority housing options (Housing Choice Vouchers/Section 8, Public Housing) to fully utilize the housing prioritizing homeless persons and open units under CoC PSH for those with higher needs who are currently experiencing homeless.

PSH clients who are potential clients for this transition:

- Stably housed for at least 1 year
- Actively engaged with medical and/or behavioral health support
- Established regular income
- Established relationships with mainstream resources
- Minimal need of regular case management targeting housing stability

Each agency will continue to support their client transitioned to the public housing option through the following:

- Monthly case management targeting housing retention
- Crisis intervention as required
- Assist client with initial and annual certification processes

- Mediate any issues with landlord or PHA as needed

Homeless Youth

- The PHA will increase HPP to include homeless

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2010 grants)		
a) Public Housing Operating Fund	5,307,550	
b) Public Housing Capital Fund	2,437,758	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	34,640,763	
f) Resident Opportunity and Self-Sufficiency Grants	188,445	
g) Community Development Block Grant	40,000.00	Public Housing Supportive Services
h) HOME	0	
Other Federal Grants (list below) Misc. Capacity		
Positive Housing Opportunities	0	Section 8/Other
Family Self Sufficiency Coordinator Grant	0	Section 8/Other
Family Unification Program	1,068,471	Section 8/Other
Veteran Affairs Supportive Housing	4,931,615	Section 8/Other
Mainstream Vouchers	357,944	Section 8/Other
Non-Elderly Disabled 2 Vouchers	174,789	Section 8/Other
Multifamily Operating	220,000	Section 8/Other
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Public Housing Capital Fund	1,038,906	Public Housing Capital Improvements
Housing Opportunities for People with AIDS	78,250	Section 8/Other
3. Public Housing Dwelling Rental Income		
Dwelling Rental Income Prior Years	0	Public Housing Operations
4. Other income (list below)		
Multifamily Tenant Income	115,000	Multifamily Housing
5. Non-federal sources (list below)		
Arizona Department of Health Services/Ryan White Grant	291,600	Section 8/Other
Central Office Cost Center Fees/Other Rents	2,787,170	Public Housing Operations
Non-ACC Rental Tenant Income	1,999,700	Affordable Housing
Total resources	59,314,161	

Rent Determination

Income received by all family members must be counted unless specifically excluded by the regulations. It is the responsibility of the head of household to report changes in family composition. The rules on which sources of income are counted vary somewhat by family member. The chart below summarizes how family composition affects income determinations. **Summary of Income Included and**

Excluded by Person

Live-in aides
Foster child or foster adult
Head, spouse, or co-head
Other adult family members

Children under 18 years of age

Full-time students 18 years of age or older (not head, spouse, or co-head)

Income from all sources is excluded [24 CFR 5.609(c)(5)].
Income from all sources is excluded [24 CFR 5.609(a)(1)].
All sources of income not specifically excluded by the regulations are included.
Employment income is excluded [24 CFR 5.609(c)(1)].
All other sources of income, except those specifically excluded by the regulations, are included.
Employment income above \$480/year is excluded [24 CFR 5.609(c)(11)].
All other sources of income, except those specifically excluded by the regulations, are included.

Temporarily Absent Family Members

The income of family members approved to live in the unit will be counted, even if the family member is temporarily absent from the unit [HCV GB, p. 5-18].

PHA Policy

Generally an individual who is or is expected to be absent from the assisted unit for 90 consecutive days or less is considered temporarily absent and continues to be considered a family member. Generally an individual who is or is expected to be absent from the assisted unit for more than 90 consecutive days is considered permanently absent and no longer a family member. Exceptions to this general policy are discussed below.

Anticipating Annual Income

The PHA is required to count all income “anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date” [24 CFR 5.609(a)(2)]. Policies related to anticipating annual income are provided below.

Basis of Annual Income Projection

The PHA generally will use current circumstances to determine anticipated income for the coming 12-month period. HUD authorizes the PHA to use other than current circumstances to anticipate income when:

- An imminent change in circumstances is expected [HCV GBs, p. 5-17]
- It is not feasible to anticipate a level of income over a 12-month period (e.g., seasonal or cyclic income) [24 CFR 5.609(d)]
- The PHA believes that past income is the best available indicator of expected future income [24 CFR 5.609(d)]

Income from Assets

Any time current circumstances are not used to determine asset income, a clear rationale for the decision will be documented in the file. In such cases the family may present information and documentation to the PHA to show why the asset income determination does not represent the family’s anticipated asset income. For assets under \$5, 000, an initial third party verification shall be completed for the current year and again every third year. During the intervening annual reexaminations, the PHA may accept the family’s self-certification of asset’s. Income from all asset’s will be counted as “final asset income”. The PHA may use third party verification any time there is a change to the assets and if the asset amount exceeds \$5,000.

In accordance with PIH Notice 2013-3, the PHA will allow households to self-certify as to having assets of less than \$5,000.00 as stated in the “Temporary Compliance provisions” of this Notice

Earned Income Disallowance

The PHA defines *prior income*, or *prequalifying income*, as the family member’s last certified income prior to disqualifying for the EID

Ceiling Rent

The PHA chooses not to use ceiling rents

Welfare Rent

Welfare rent does not apply in this locality

Minimum Rent

The minimum rent for this locality is \$50.

Flat Rent Policy

Flat rents will be applied to a family’s rent calculation at the first annual reexamination after the revision is adopted. The PHA shall use the current flat rent for the applicable unit size in the calculation of pro-rated rent. The TTP will be used if exceeds the flat rent. Note: A warning message will appear when the family’s TTP is entered into field 10p of PIC. This warning message is a workaround for purposes of implementing this provision.

Upon determination by the PHA that a financial hardship exists, the PHA will allow a family to switch from flat rent to income-based rent effective the first of the month following the family's written request.

Payment Standards

If a PHA changes its payment standard schedule resulting in a lower payment standard amount, during the term of a HAP contract, the PHA will not reduce the payment standard used to calculate subsidy for families under HAP contract as long as the HAP contract remains in effect.

The PHA will not establish different policies for decreases in the payment standard for designated areas within their jurisdiction.

Increases

If the payment standard is increased during the term of the HAP contract, the increased payment standard will be used to calculate the monthly housing assistance payment for the family beginning on the effective date of the family's first regular reexamination on or after the effective date of the increase in the payment standard.

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance.
- Conversion of Public Housing to Project-Based Assistance under RAD.
- Occupancy by Over-Income Families.
- Occupancy by Police Officers.
- Non-Smoking Policies.
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

- **Hope VI or Choice Neighborhoods** – the PHA was awarded the Planning Action grant for Tucson House and is currently working on the transformation. The PHA has continued to investigate the options for making the needed improvements to Tucson House, and is considering a resubmission of a grant application under the Choice Neighborhoods program and the possibility of a RAD conversion. The intent is to plan for the transformation of to address the aged building systems including HVAC, domestic water distribution, fire suppression, electrical and other special building components. The PHA will also include energy conservation and finishes. Should the PHA need to demolish or dispose of any Public Housing property after selecting a co-developer partner and developing a rehabilitation or redevelopment plan the PHA will undergo a Significant Amendment to the PHA plan to specifically identify the property and partner with a Co-Developer.
- The PHA will also work with a Co-Developer to assist with identifying the physical needs of the units and develop a plan to address the needs identified.
- **Mixed Finance Modernization or Development** - The Agency will continue to request approved vacancies for modernization purposes. A current need to convert public housing units for ADA accessibility will generate these requests along with any other capital needs that may arise
- **Units with Approved Vacancies for Modernization** – as needed the Agency will continue to request approved vacancies for modernization purposes.
- **Occupancy by Over-Income Families** – the PHA will follow the Federal Register dated 07/26/2018 related to income over 120% of the AMI.
- **Other Capital Grant Programs** - the Agency will continue to apply for the CFP Emergency Safety and Security Grant. The current focus is the three high rise buildings due to the increase in criminal activity with the installation of a security system that is used in lieu of security guards. It is the intent of the Agency to provide additional security cameras with taping capabilities. This assists the police department in identifying those involved in the activity. The PHA was awarded the grant for El Portal/Posadas 60 Public Housing units
- **Other Agency Activities:**
 - With the conversion to Emphasis Elite the PHA will move to an online applicant portal; streamline recertification process online as well as allowing referring agencies to provide information electronically through the portal for persons they represent
 - The PHA will partner with Compass Court to allow for referrals to the HPP program; the targeted participants will be those that have co-occurring clinical issues; the referrals will be provided by the Judge of the Court.
 - The PHA will look an RFP for an Attorney to hear grievances and informal reviews for the HCV and PH programs

(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.

	<ul style="list-style-type: none"> • Project-Based Vouchers – the PHA continues to expand housing opportunities with additional Project-Based voucher; Tucson (AZ004) has been approved for 500 and Pima 50; would like to add an additional 100 for the Tucson (AZ004) and 50 for Pima County (AZ033). • The PHA may partner with Chicanos por la Causa for the HUD EnVision Center Demonstration for support services focusing on the four pillars of economic empowerment, educational advancement, health and wellness, and character and leadership.
	<p>Civil Rights Certification.</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>B.4</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: The City of Tucson Audit completed for FYE17 included a finding related to the CFDA number 95.001 for the High Intensity Drug Trafficking Areas Program was not included in the sub-award grant agreements.</p>
<p>B.5</p>	<p>Progress Report.</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> <ol style="list-style-type: none"> (1) The City of Tucson Housing and Community Public Housing Program was awarded the Choice Neighborhood Planning Action grant for Tucson House (included in other City of Tucson activities “dubbed” as the “Thrive in the ’05) (2) The PHA was awarded the CFP Emergency Safety and Security Grant for the 60 El Posadas/El Portal public housing units (3) The Agency applied for Job Plus Grants for service area of the East side of Tucson (AMP 5 &6); notification was received that we were not awarded the grant. (4) The PHA implemented a new program software entitled Emphasys Elite to assist with improved program operations (5) Implemented Smoke Free Policy effective 07/01/2018 (6) Partnership developed with Arizona Complete Health to provide referrals for the NEDS II voucher – the partnership allows for direct contact for those persons transitioning from nursing homes or healthcare institutions; in addition, we will be working with Arizona Health Systems to assist with additional Coordinated Entry efforts associated with (7) The PHA has developed the Master Developer RFQ and is currently working through the finals stages with legal to post for proposals; target date to post will 06/30/2019
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N meeting was conducted on March 7, 2019 and there were no questions related to plan changes <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p>B.7</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

<p>B.8</p>	<p>Troubled PHA. (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:</p>
<p>C.</p>	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p> <p>(501-15) PHA Wide - management improvement software system.</p> <p>(501-16) Roof replacement AMP Wide.</p> <p>(501-17) HVAC Equipment Replacement AMP wide. Roof Replacement AMP wide. Water Heater Replacement AMP wide. Installation of Aluminum Fascia AMP wide. Sec 504/UFAS design modifications and rehab for two units AMP-4 & AMP-6.. Parking lot maintenance at AMP-4 and Lander Gardens A&E services to design erosion control at Posadas Sentinel. Management Improvements; e.g. computers, software, printers, training- PHA wide.</p> <p>(501-18) Physical Plant Repairs Tucson House. Roof Replacement AMP wide. Water Heater Replacement AMP wide. Installation of Aluminum Fascia AMP wide. Sec 504/UFAS design modifications and rehab for two units at AMP-3 & AMP-6. Parking lot maintenance at Southland Complex AMP-4. Erosion Control & Landscape Posadas Sentinel. A&E services to design water heater replacement at Craycroft Towers complex AMP-6. Management Improvements; e.g. computers, software, printers, training- PHA wide.</p> <p>(2018) - Emergency Safety & Security Grant Installation of steel security door/window guards and exterior unit lighting.</p>
<p>C.1</p>	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>Approved by the Board of Commissioners on April 9, 2019</p>