

<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: 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><b>PHA Name:</b> <u>Housing Authority of the City of Annapolis</u> <b>PHA Code:</b> MD001  <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): <u>06/2016</u>  <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>790</u> <b>Number of Housing Choice Vouchers (HCVs)</b> <u>384</u> <b>Total Combined Units/Vouchers</b> <u>1174</u>  <b>PHA Plan 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 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><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> <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:																							
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<b>B.</b>	<b>Annual Plan Elements</b>
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p style="text-align: center;"><b>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</b></p> <p><b>Summary of Proposed Changes to the Administrative Plan</b></p> <p>i. Language was added to update Services for Non-English Speaking Applicants and Participants (Section 1.5)</p> <p>ii. Language was added to update Eligibility Criteria (Section 3.2)</p> <p>iii. Language was added to update Grounds For Denial (Section 4.11)</p> <p><b>Summary or Proposed Changes to Admission and Continued Occupancy Policy</b></p> <p>i. Language was added to update Eligibility Criteria (Section 8.0)</p> <p>ii. Language was added to update Grounds for Denial (Section 8.4)</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p>
<b>B.2</b>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project-Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
<b>B.3</b>	<p><b>Civil Rights Certification.</b></p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>B.4</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</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe: HACA's independent auditor gave an unmodified opinion on its 2015 financial statement with no audit findings.</p>

B.5

**Progress Report.**

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

**Status in Meeting 2015 Missions and Goals**

**Goal I: Revitalize and Enhance our Communities**

- To improve the Physical Conditions and Marketability of each Community and coordinate services that promote self-sufficiency to improve the income base for HACA and/or to prepare residents to move out of public housing and federal assisted programs dependency. **Status:** Our FSS and ROSS programs have partnered with Anne Arundel County Workforce Development to provide onsite job readiness training and introduction session to various occupational training opportunities.
- To apply for grants to enhance safety on all properties. **Status:** Applied for grant but did not receive it
- To submit Demolition and Disposition Application for Newtowne-Twenty. **Status:** Our first application with the State of Maryland was rejected. We are going to resubmit our application.
- To explore Redevelopment Opportunities and Long Term Sustainability for Morris H. Blum Senior Apartments Discussions are in process with Pennrose Management. **Status:** No financing/2016 goal
- To implement Maryland EmPOWER Clean Energy Grant for Harbour House. **Status:** Installations of furnaces are being installed in Harbour House and should be completed by March 2016. Eastport Terrace community will be next to receiving furnaces.
- To begin construction of Obery Court Phase III-61 Units. **Status:** Obery Court Phases III should be completed by June 2016.
- To improve Site Curb Appeal for each Community. **Status:** REAC scores for Newtowne 20 and Morris Blum improved for curb appeal.
- To continue Safe Communities partnership with the Annapolis Police Department. **Status:** HACA is working with the Annapolis City Police very closely to parole criminal activity in the Harbour House Community.
- To begin enforcement of a Non-Smoking Policy through-out HACA Communities. **Status:** HACA is working with Anne Arundel Medical Center to provide educational workshop on the dangers of smoking as we work toward developing policies and procedures for nonsmoking units in public housing.

**Goal II: Continue to Improve Processes and Performance**

- Maintained an Occupancy rate of 96%. **Status:** Achieved
- To conduct 100% Annual Recertifications for all Programs. **Status:** Ongoing
- To transition from Centralized to Site-Based and Contract Maintenance Services. **Status:** work in progress. 90% complete
- To revise and Implement Annual Preventative Maintenance Program. **Status:** started a pilot program to inspect and complete work orders annually in every public housing unit.
- To maintain Standard Performer status under the Public Housing Assessment System (Financial assessment Sub-System, Management Assessment Sub-System and the Real Estate Assessment Sub System). **Status:** Achieved
- To maintain High Performer status under the Section Eight Management Assessment System. **Status:** Ongoing
- To provide training for all staff. **Status:** Ongoing

**Goal III: Promote Efficiency and Fiscal Responsibility**

- To reconcile and Reduce Outstanding Tenant Account Receivables. **Status:** Accomplished
- To develop a Capital Fund Strategy to improve all identified HUD Real Estate Assessment Conditions deficiencies. **Status:** Ongoing
- To create alternate Funding opportunities to support the overall operation of all programs. **Status:** Ongoing
- To continue to manage and implement financial performance targets under the Housing Choice voucher Sequestration Financial Improvement Plan. **Status:** Ongoing
- To maintain a Balance Budget. **Status:** Accomplished
- To conduct Public Housing Program Flat Rent Analysis. **Status:** updated annually
- To review Income Targeting Regulations. **Status:** Ongoing
- To study to determine what contribution the residents should pay towards the cost of water and sewer costs. **Status:** A meeting was held with a consultant and options were provided.

**Goal IV: Provide Enhanced Customer Service**

- To promote participation in the ROSS Grants-Family Self Sufficiency (PTO-FSS) and homeownership programs. **Status:** Ongoing
- To develop a Mandatory Good Neighbor and Housekeeping Program. **Status:** Ongoing
- To expand HCV program to include landlord fairs to create additional housing opportunities. **Status:** Annually meetings and outreaches are held with landlords and potential landlords.
- To review Integrated Pest Management Programs. **Status:** Accomplished
- To perform Enforcement of Non Smoking Policy for Morris H. Blum Senior Apartments (all properties). **Status:** Ongoing
- To encourage Renters Insurance Policy for all Public Housing Communities. **Status:** Accomplished
- To performed Enforcement of Non Smoking Policy for Morris H. Blum Senior Apartments (formerly Glenwood). **Status:** Ongoing
- To expand Health Care and Wellness Programs throughout all HACA properties through Anne Arundel Medical Center. **Status:** We are working with Anne Arundel County Medical Center and they have conducted health screenings in Morris H. Blum and Harbour House.
- To create a non-profit 501 (3) organization to help raise funds for youth and human service programs. **Status:** Ongoing
- To create a non-profit 501 (3) organization to help facilitate community development and neighborhood revitalization **Status:** Ongoing
- To increase internship opportunities with area colleges and university. **Status:** Ongoing

**Goal V: Identify and Implement Technology to Provide More Efficient and Effective Service to the Public**

- To deploy tablets with inspectors for on-site electronic data collection and synchronization with Visual Homes management software. (Goal II). **Status:** Ongoing
- To identify one process that can be automated and converted to paperless to increase efficiency and reduce resource consumption. (Goal III). **Status:** Ongoing
- To increase utilization of Visual Homes in creating and storing documents, reducing resource utilization and increasing efficiency and effectiveness. (Goal III). **Status:** Ongoing

<p><b>B.6</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y   N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p><b>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>B.8</b></p>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y   N   N/A  <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>C.</b></p>	<p><b>Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
<p><b>C.1</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>See HUD form 50075.2 approved by HUD on July 7, 2015 CFP Five-Year Action Plan 2015-2019</p>