

PHA 5-Year and Annual Plan

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

**OMB No. 2577-0226
Expires 4/30/2011**

1.0	PHA Information PHA Name: FLAGSTAFF HOUSING AUTHORITY _____ PHA Code: AZ006 PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 07/2015														
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>265</u> Number of HCV units: <u>371</u>														
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only														
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)														
	Participating PHAs PHA 1: PHA 2: PHA 3:	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	<table border="1"> <thead> <tr> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	No. of Units in Each Program		PH	HCV						
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PH	HCV														
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.														
5.1	Mission. The Mission of the Flagstaff Housing Authority is to assist low-income families with safe, decent and affordable housing opportunities as they strive to improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community organizations in order to accomplish this Mission.														

5.2

Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

Goal One: Continue to manage the FLAGSTAFF HOUSING AUTHORITY'S existing public housing program in an efficient manner that will result in full compliance with all applicable statutes and regulations, thereby, always striving to maintain the current rating of High Performer.

Objectives:

1. HUD shall continue to recognize the Flagstaff Housing Authority as a High Performer.
2. The Flagstaff Housing Authority shall remain in compliance with project based management including asset management, budgeting, and financing in accordance with QHWRA.
3. Promote a motivating, dynamic, and innovative work environment with a capable and efficient team of employees to operate as a customer friendly and fiscally prudent leader in the affordable housing industry as measured by customer surveys, employees and HUD scoring.
4. Provide the staff with training as deemed appropriate in order to provide the best and up to date service possible.
5. All policies will be reviewed and updated to remain current with HUD standards and regulations.

Goal Two: Provide a safe, drug free, and secure environment in the Flagstaff Housing Authority's public housing developments.

Objectives:

1. The Flagstaff Housing Authority shall continue to maintain low crime rates in its developments. This will be accomplished by continuing to contract with the Flagstaff Police Department to have a full-time officer assigned to our developments along with Block Watch. Additionally, the Housing Authority will continue thorough screening policies and procedures in an effort to reduce evictions due to violations of criminal law.

Goal Three: Maintain the Flagstaff Housing Authority's real estate in habitable, safe, decent and sanitary condition.

Objectives:

1. The Flagstaff Housing Authority shall create an appealing up-to-date environment in its developments as measured by ongoing customer surveys and formal annual resident input and participation.
2. The Flagstaff Housing Authority shall have its units in compliance with all local and HUD requirements. This will be accomplished as follows:
 - a. Continue to use Capital Funds to upgrade units and replace aging equipment.
 - b. Provide training on an annual basis for Maintenance Staff to allow them to grow professionally.
 - c. Provide training prior to occupancy for public housing residents in the maintenance and repair of their residence.
3. Continue to strive to enhance energy efficiency.

Goal Four: Expand affordable housing opportunities for both residents of the Flagstaff Housing Authority and the community at large.

Objectives: The Flagstaff Housing Authority shall:

1. Explore establishing a program in partnership with local nonprofits to help eligible participants become homeowners with the use of Housing Choice Vouchers.
2. Leverage private and/or public funds to create additional housing opportunities to acquire or build units or developments.
3. Conduct outreach to potential landlords by educating/informing them about the Section 8 Housing Choice Voucher Program.
4. Investigate the development of additional project-based assistance programs.
5. Participate in and partner with local groups dedicated to affordable housing.
6. Pursue use of alternative funding sources such as Low Income Tax Credits, HOME funds and the National Housing Trust Fund to expand affordable housing opportunities in Flagstaff.

Goal Five: Improve the community quality of life and economic vitality in public housing.

Objectives:

1. Utilize the Siler Homes Activity Center as a base for various resident services including the main venue for the Siler Resident Management Corporation office to provide resource referral and goal setting for residents seeking economic self-sufficiency.
2. The Flagstaff Housing Authority shall partner with others to offer quality affordable rental assistance and other related services to our community.
3. Seek to establish community partners to provide programming relevant for residents.
4. Continue to contract with the Flagstaff Police Department to have a full time officer assigned to our developments in an effort to keep them crime and drug free. The program has been extremely successful over the years.

Goal Six: Continue to enhance the image of public housing in the community.

Objectives:

1. The Flagstaff Housing Authority shall conduct outreach in an effort to inform and educate the public about the importance of affordable housing and its contributions in the community.
2. Continue to maintain the Flagstaff Housing Authority web page incorporated into the City of Flagstaff web site so that the public has access to the history of the Flagstaff Housing Authority and the programs that are available. The web page will also include information on the Siler Resident Management Corporation explaining their purpose and contact information.
3. Have periodic presentations to the City Council regarding the need for expansion of the housing stock for low-income families. Flagstaff is a high cost area with a low wage base.

6.0	<p>Goal Seven: Provide housing for SMI individuals and homeless veterans.</p> <p>Objectives:</p> <ol style="list-style-type: none"> 1. Continue current SRO Section 8 assistance in partnership with the Guidance Center to house SMI individuals. 2. Continue to administer VASH Vouchers for homeless veterans. <p>Goal Eight: Merge Flagstaff Housing Authority and City Housing Section</p> <p>Objectives:</p> <ol style="list-style-type: none"> 1. Financial/budget benefits. 2. Organizational efficiencies, new management structure, salary savings. <p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: NONE</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>The public may obtain a copy of the 5-Year/Annual Plan at the Flagstaff Housing Authority, 3481 N Fanning Dr., Flagstaff, AZ 86004. The PHA Plans are posted at the Flagstaff Housing Authority Central Office, 3481 N Fanning Dr., Flagstaff, AZ 86004; Brannen Homes Office, One Brannen Circle, Flagstaff, AZ 86001; and the Siler Resident Management Corporation, 3330 Elder, Flagstaff, AZ 86004.</p> <p>PHA Plan Elements:</p> <p>Financial Resources:</p> <table border="0"> <tr> <td>• Public Housing Operating Fund</td> <td>612,000</td> <td>PH Operations</td> </tr> <tr> <td>• Section 8 Housing Choice Vouchers</td> <td>3,400,000</td> <td>HAP</td> </tr> <tr> <td>• Capital Fund 114</td> <td>231,000</td> <td>Capital Improvements</td> </tr> <tr> <td>• Capital Fund 115</td> <td>350,000</td> <td>Capital Improvements</td> </tr> <tr> <td>• Public Housing Dwelling Rental Income</td> <td>996,000</td> <td>PH Operations</td> </tr> <tr> <td>• Other Income – Resident Charges</td> <td>30,000</td> <td>PH Operations</td> </tr> <tr> <td>• Non-Profit Management Fee</td> <td>41,000</td> <td>PH Operations</td> </tr> <tr> <td>• City of Flagstaff</td> <td>98,000</td> <td>PH Operations</td> </tr> <tr> <td>Total Resources</td> <td>5,758,000</td> <td></td> </tr> </table> <p>Violence Against Women Act (VAWA) SEE ATTACHMENT - Public Housing VAWA SEE ATTACHMENT - Section 8 HCV VAWA</p> <p>6.0.11 Fiscal Year Audit</p> <p>There were no audit findings or recommendations for the audit period ending June 30, 2014.</p>	• Public Housing Operating Fund	612,000	PH Operations	• Section 8 Housing Choice Vouchers	3,400,000	HAP	• Capital Fund 114	231,000	Capital Improvements	• Capital Fund 115	350,000	Capital Improvements	• Public Housing Dwelling Rental Income	996,000	PH Operations	• Other Income – Resident Charges	30,000	PH Operations	• Non-Profit Management Fee	41,000	PH Operations	• City of Flagstaff	98,000	PH Operations	Total Resources	5,758,000	
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7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p>																											
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>																											
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. DUE TO CHANGES TO THE CFP REGULATIONS INFORMATION IN 8.1 IS NOT LONGER REQUIRED AS PART OF THE PHA PLAN. A LIST OF FY 2015 CFP WORK ITEMS IS INCLUDED FOR REFERENCE.</p> <p>SEE ATTACHED</p>																											
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>																											
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>																											

9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>SEE ATTACHED</p>

9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year.</p> <p>SEE ATTACHED</p>
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<p>10.0</p>	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>Goal One: Continue to manage the FLAGSTAFF HOUSING AUTHORITY'S existing public housing program in an efficient manner that will result in full compliance with all applicable statutes and regulations, thereby, always striving to maintain the current rating as a HIGH PERFORMER.</p> <ul style="list-style-type: none"> • FHA has continuously been designated a High Performer by HUD. • Flat rents are in compliance with the Flat Rent Rule. • Staff are motivated, dynamic, professional and well trained. <p>Goal Two: Provide a safe, drug free, and secure environment in the Flagstaff Housing Authority's public housing developments.</p> <ul style="list-style-type: none"> • Flagstaff Police Department has continued to provide a full time officer to the FHA on a contract basis to control crime and serious criminal activity. Serious criminal activity is non-existent. • Evictions due to violation of criminal law is less than 1% over the last five years due to aggressive screening, resident orientation, and police presence. <p>Goal Three: Maintain the Flagstaff Housing Authority's real estate in habitable, safe, decent, and sanitary condition.</p> <ul style="list-style-type: none"> • Capital Funds are continuously being used to upgrade units, i.e. new roofs, siding replacement, aging waterline replacement. Much of the unit upgrades are energy efficient items, i.e. appliances, water heaters, furnaces, lighting, doors and windows. Utility costs have been reduced significantly. • Maintenance staff attend regular trainings and certification programs. <p>Goal Four: Expand the range and quality of housing choices available to participants in the Flagstaff Housing Authority's tenant-based assistance program.</p> <ul style="list-style-type: none"> • Flagstaff Housing Authority is continuing to work with nonprofits and the City of Flagstaff to provide additional affordable housing. <p>Goal Five: Improve the community quality of life and economic vitality in public housing.</p> <ul style="list-style-type: none"> • The Siler Homes Activity Center is being used as a base for various resident services including the main venue for the Siler Resident Management Corporation office. • The Cogdill Recreation Center at Brannen Homes is being utilized by the Boys and Girls Club who provide programs to the public housing residents at no charge. • We continue to contract with the Flagstaff Police Department to have a full time officer assigned to our developments. • FHA staff have resident meetings, BBQs, and newsletters to help residents in education, employment, job training and youth services. <p>Goal Six: Continue to enhance the image of public housing in the community.</p> <ul style="list-style-type: none"> • A web page has been developed on the City of Flagstaff web site to provide information to the public. • FHA Board of Commissioners, staff, and the Resident Management Corporation continue to educate the public on the importance of public housing in the community through newsletters, public meetings, and power point presentations. <p>Goal Seven: Investigate and pursue expansion of affordable housing – see Goal Four</p> <p>Goal Eight: Provide housing assistance for SMI individuals.</p> <ul style="list-style-type: none"> • Flagstaff Housing Authority has been awarded a total of 38 VASH Vouchers <p>Goal Nine: Merge Flagstaff Housing Authority and City Housing Section</p> <ul style="list-style-type: none"> • Project plan has been prepared. <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>"Substantial Deviation or Significant Amendments or Modifications are defined as discretionary changes in the plan or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners and the City Council. Proposed demolition, disposition, homeownership, Capital Fund Financing, development, or mixed finance proposals are considered by HUD to be significant amendments to the CFP 5-Year Action Plan"</p> <p>SEE ATTACHED</p>
<p>u</p>	

March 6, 2015

Dione Paul, President
Siler Resident Management Corporation
3330 East Elder Drive
Flagstaff, AZ 86004

RE: Flagstaff Housing Authority 5-Year Plan

Dear Dione:

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires the submission of a 5-Year Plan to HUD. The 5-Year Plan for the period July 1, 2015 to June 30, 2019 is currently being developed by the Housing Authority and City Housing staff.

The QHWRA requires review and input from the Resident Advisory Board (RAB) which in our case is the Siler Resident Management Corporation (SRMC). Since the SRMC represents all of the public housing residents I need written input on the 5-Year Plan. Included with this letter is a list of the proposed goals and objectives and a Capital Fund budget for the first year for your review and comment.

Please provide any resident needs that you can recommend as the purpose of the QHWRA is to improve the living environment of the Public Housing residents.

I would appreciate your written comments by Monday, March 16, 2015 as I have to include them with a Staff Summary to the City Council and with the submission to HUD. Please send to the address listed below or you can email your comments to me.

Call me at 928-526-0002x213 or email Mike@flagha.org if you have any questions.

Sincerely,



Michael A. Gouhin, Executive Director
Flagstaff Housing Authority
3481 N Fanning Dr
Flagstaff, AZ 86004

SILER RESIDENT MANAGEMENT CORPORATION

3330 East Elder Drive, Flagstaff, Arizona, 86004

flagstaff.resident.mgmt.corp@gmail.com

March 15, 2015

In regards to: Flagstaff Housing Authority 5-Year Plan

Michael A. Gouhin, Executive Director
Flagstaff Housing Authority
3481 North Fanning Drive
Flagstaff, AZ, 86004

Dear Michael A. Gouhin,

The Siler Resident Management Corporation (SRMC) received by email on Friday March 13, 2015 a Letter and two Attachments "*Proposed Goal and Objectives (page 2 & 3, form HUD-50075 and 8.1 Capital Fund Program Budget*", for the SRMC to review the first year proposal.

We appreciate being included within the Goals and Objectives outline in Goal 5 and 6. The 8.1 Capital Fund Program Budget for the first year includes much needed upgrades and improvements that the SRMC agrees to. At this time we have not received any comments from any residents/tenant from the Brennan, Siler and the Scattered Sites communities.

We look forward to a copy of the approved and finalized Flagstaff Housing Authority 5-Year Plan.

We appreciate the opportunity given to us and will forward any future comments we receive to your office.

Sincerely,



Dione Paul
President
Siler Resident Management Corporation

cc: Lucia Slim, Executive Vice President
Jazmin Winsley-Escobedo, Vice President of Brennan
Maxine Bedonie, Vice President of Siler
Thomasina Scott, Treasurer

6.0 PHA PLAN ELEMENT – PUBLIC HOUSING VAWA

20.2A VAWA PROTECTIONS

Under the Violence Against Women Act (VAWA), public housing residents have the following specific protections, which will be observed by the Flagstaff Housing Authority.

An incident or incidents or actual or threatened domestic violence, dating violence, stalking or sexual assault will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence, and shall not in itself be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence.

The Housing Authority may terminate the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence or stalking to affiliated individuals or others without terminating the assistance or evicting victimized lawful occupants. This is also true even if the affiliated individual is not a signatory to the lease. Under VAWA, the Flagstaff Housing Authority is granted the authority to bifurcate the lease.

The Housing Authority will honor court orders regarding the rights of access or control of the property.

There is no limitation on the ability of the Housing Authority to evict for other good cause unrelated to the incident or incidents of domestic violence, dating violence, or stalking or sexual assault, other than the victim may not be subject to a “more demanding standard” than non-victims.

There is no prohibition on the Housing Authority evicting if it “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant’s (victim’s) tenancy is not terminated.”

Any protection provided by law which give greater protection to the victim are not superseded by these provisions.

The Flagstaff Housing Authority shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority. Types of acceptable verifications are outlined below, and must be submitted within 14 business days after receipt of the Housing Authority’s written request for verifications.

20.2B NOTIFICATION OF VAWA PROTECTIONS

The Flagstaff Housing Authority will explain VAWA Protections at all Pre Lease Briefings. In addition the right to claim VAWA Protections will be outlined on all denial of admission notices and all termination of tenancy notices. In situations where the denial

or termination appears to be based on an incident that is potentially domestic violence form HUD-50066 and the VAWA information sheet will be included with the notice.

20.2C VERIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING OR SEXUAL ASSAULT

The Flagstaff Housing Authority shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority.

- A. **Requirement for Verification.** The law allows, but does not require, the Flagstaff Housing Authority to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in the policy. The Housing Authority shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence, or stalking or sexual assault may be accomplished in one of the following three ways:

1. **HUD-approved form (HUD -50066)** – By providing to the Housing Authority a written certification, on the form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence, or stalking or sexual assault that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator.
2. **Other documentation** – by providing to the Housing Authority documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional, an administrative agency or a mental health provider from whom the victim has sought assistance in addressing the domestic violence, dating violence, or stalking or sexual assault, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence, or stalking or sexual assault described in the documentation must also sign and attest to the documentation under penalty of perjury.

3. ***Police or court record*** – by providing to the Housing Authority a Federal, State, tribal, territorial, or local police or court record describing the incident of incidents in question.
 4. An actual and imminent threat consists of a physical danger that is real, would occur within an immediate timeframe, and could result in death or serious bodily harm. In determining whether an individual would pose an actual and imminent threat, the factors to be considered include: the duration of the risk, the nature and severity of the potential harm, the likelihood that the potential harm will occur, and the length of time before the potential harm would occur
- B. ***Time allowed to provide verification/failure to provide.*** An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence, or stalking or sexual assault, and who is requested by the Housing Authority to provide verification, must provide such verification within 14 business days after receipt of the written request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.
- C. ***Managing conflicting documentation.*** In cases where the City of Flagstaff Housing Authority receives conflicting certification documents from two or more affiliated individuals, each claiming to be a victim and naming one or more of the other petitioning affiliated individuals as the perpetrator, the City of Flagstaff Housing Authority may determine which is the true victim by requiring third-party documentation as described in 24 CFR 5.2007 and in accordance with any HUD guidance as to how such determinations will be made. The City of Flagstaff Housing Authority shall honor any court orders addressing rights of access or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household

20.2C Confidentiality

All information provided under VAWA including the fact that an individual is a victim of domestic violence, dating violence, stalking or sexual assault, shall be retained in confidence and shall not be entered into any shared database or provided to any related entity except to the extent that the disclosure is:

- A. Requested or consented to by the individual in writing;
- B. Required for use in an eviction proceeding; or

C. Otherwise required by applicable law.

The Flagstaff Housing Authority shall provide its tenants notice of their rights under VAWA including their right to confidentiality and the limits thereof.

6.0 PHA PLAN ELEMENT – SECTION 8 HCV VAWA

17.1 VAWA PROTECTIONS

Under the Violence Against Women Act (VAWA), Housing Choice Voucher participants/applicants have the following specific protections, which will be observed by the CFHA:

- A. An incident or incidents or actual or threatened domestic violence, dating violence, sexual assault or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence, and shall not in itself be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence by either the CFHA or the owner or property manager.
- B. The Housing Authority may terminate the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence, sexual assault, or stalking to an affiliated individual or others without terminating the assistance or evicting victimized lawful occupants. Also, the owner or property manager may evict a lawful occupant or tenant who engages in criminal acts or threatened acts of violence, sexual assault, or stalking to an affiliated individual or others without evicting other victimized lawful occupants. This is also true even if the affiliated individual is not a signatory to the lease. Under VAWA, both the CFHA and the owner or property manager are granted the authority to bifurcate the lease.
- C. The Housing Authority and owner or property manager may honor court orders regarding the rights of access or control of the property.
- D. There is no limitation on the ability of the Housing Authority to terminate assistance for other good cause unrelated to the incident or incidents of domestic violence, dating violence, sexual assault, or stalking, other than the victim may not be subject to a "more demanding standard" than non-victims. Likewise, an owner or property manager can evict for good cause unrelated to the incident or incidents of domestic violence, dating violence, sexual assault, or stalking.
- E. There is no prohibition on the owner evicting if it "can demonstrate an actual and imminent threat to other tenants or those employed at or providing goods or services to the property if that tenant's (victim's) tenancy is not terminated."
- F. Any protections provided by law which give greater protection to the victim are not superseded by these provisions.

17.2 VERIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT OR STALKING

The CFHA shall require and the owner or property manager may require verification in all cases where an affiliated individual claims protection under VAWA against a proposed action involving such affiliated individual by the Housing Authority.

- A. *Requirement for Verification.* The law allows, but does not require, the CFHA or a Section 8 owner or property manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. The Housing Authority shall require verification in all cases where an affiliated individual claims protection against a proposed action involving such affiliated individual by the Housing Authority. Section 8 owners or managers receiving rental assistance administered by the Housing Authority may elect to require verification, or not to require it as permitted under applicable law.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking may be accomplished in one of the following three ways:

1. *HUD-approved form (HUD-50066)* - By providing to the Housing Authority or to the requesting Section 8 owner or property manager a completed and signed written certification, on the form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence, sexual assault, or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator only if the name of the perpetrator is safe to provide and is known to the victim.
2. *Other documentation* - by providing to the Housing Authority or to the requesting Section 8 owner or property manager a record of an administrative agency or documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, a mental health professional or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence, sexual assault, or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements

of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence, sexual assault, or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.

3. *Police or court record* – by providing to the Housing Authority or to the requesting Section 8 owner or property manager a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.

B *Time allowed to provide verification/ failure to provide.* An affiliated individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking, and who is requested by the Housing Authority, or a Section 8 owner or property manager to provide verification, must provide such verification within 14 business days after receipt of the written request for verification.

A. *Conflicting Documentation.* If presented with conflicting certification documents (two or more forms HUD-50066) from members of the same household, the CFHA will attempt to determine which is the true victim by requiring each of them to provide third-party documentation in accordance with 24 CFR 5.2007(b)(2) or (3) and by following any HUD guidance on how such determinations should be made.

D. *Failure to Provide Documentation.* In order to deny relief for protection under VAWA, the CFHA must provide the affiliated individual requesting relief with a written request for documentation of abuse. If the affiliated individual fails to provide the documentation within 14 business days from the date of receipt, or such longer times as the CFHA may allow, the CFHA may deny relief for protection under VAWA and this policy against a proposed adverse action.

17.3 CONFIDENTIALITY

All information provided under VAWA including the fact that an affiliated individual is a victim of domestic violence, dating violence, sexual assault, or stalking, shall be retained in confidence and shall not be entered into any shared database or provided to any related entity except to the extent that the disclosure is:

- A. Requested or consented to by the affiliated individual in writing;
- B. Required for used in an eviction proceeding; or

C. Otherwise required by applicable law.

NOTIFICATION. The CFHA shall provide notice advising its tenants and applicants of protections provided through VAWA and notice of their rights under VAWA including their right to confidentiality and the limits thereof. The CFHA shall provide notice, including form HUD-50066, when a person is denied assistance, when a person is admitted, and when a tenant is notified of eviction or termination of housing assistance benefits. The CFHA will provide owners and managers with information about their rights and obligations under VAWA when they begin their participation in the HCV program and at least annually thereafter.

For additional information on VAWA 2013 that is applicable to HUD programs found in 24 CFR Subtitle A, Part 5, Subpart L – Protection for Victims of Domestic Violence, Dating Violence, or Stalking in Public and Section 8.

REVISED AND AMENDED BY CFHA BOARD OF COMMISSIONERS, JULY 28, 2014

8.1 CAPITAL FUND PROGRAM BUDGET

FLAGSTAFF HOUSING AUTHORITY

FY2015 CAPITAL FUND PROGRAM BUDGET

AZ20P00650115

HA-WIDE

Operations (20%)	71,536
Management Improvements (Software IT Agreements)	25,000
Administration (10%)	35,768

AZ006000001

Upgrade Deteriorated Waterlines at Brannen Homes	49,500
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AZ006000002

Siler Homes Office Mandatory ADA Improvements	69,500
Replace/Paint Siding	60,000
Repair/Replace Dortha, East, Lockett Parking Lots	46,376
TOTAL	357,680

HOUSING AUTHORITY OF THE CITY OF FLAGSTAFF

3481 N. FANNING DRIVE, P.O. BOX 2098, FLAGSTAFF, AZ 86003

(928) 526-0002 / FAX (928) 526-3734



5-YEAR and ANNUAL PLAN

PHA FISCAL YEAR BEGINNING JULY 1, 2015

9.0 HOUSING NEEDS

WAITING LIST STATISTICAL SUMMARY

- 1. SECTION 8 HOUSING CHOICE VOUCHER**
- 2. SECTION 8 HOMELESS**
- 3. EAST FLAGSTAFF HOUSING – PUBLIC HOUSING**
- 4. FLAGSTAFF HOUSING WEST – PUBLIC HOUSING**

Waiting List Statistical Summary

Waiting List: Section 8

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
American Indian/Alaska Native	0	0	0	1	3	0	0	0	0	0	4	40.00%
Black/African American	0	0	0	0	1	0	0	0	0	0	1	10.00%
White	0	0	3	0	2	0	0	0	0	0	5	50.00%
Total	0	0	3	1	6	0	0	0	0	0	10	
Total Percent	0.00	0.00	30.00	10.00	60.00	0.00	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Family	0	0	2	1	6	0	0	0	0	0	9	90.00%
Single	0	0	1	0	0	0	0	0	0	0	1	10.00%
Total	0	0	3	1	6	0	0	0	0	0	10	
Total Percent	0.00	0.00	30.00	10.00	60.00	0.00	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Hispanic or Latino	0	0	0	0	1	0	0	0	0	0	1	10.00%
Not Hispanic or Latino	0	0	3	1	5	0	0	0	0	0	9	90.00%
Total	0	0	3	1	6	0	0	0	0	0	10	
Total Percent	0.00	0.00	30.00	10.00	60.00	0.00	0.00	0.00	0.00	0.00		

Waiting List	SRO	Average Days Waiting								Combined Average	
		0	1	2	3	4	5	6	7		8
Section 8	0	0	874	499	1,013	0	0	0	0	0	920.00

Waiting List	Average Gross Income	Average Adjusted Income
Section 8	\$13,081.50	\$12,093.50

Waiting List: Section 8

Percent that are Handicapped or Disabled:	0.00%
Total Number of Handicapped or Disabled:	0
Total Number of Applicants Listed:	10
Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	0
Number Qualifying for Very Low Income:	2
Number Qualifying for Extremely Low Income:	8
Percent Qualifying for Low Income:	0.00%
Percent Qualifying for Very Low Income:	20.00%
Percent Qualifying for Extremely Low Income:	80.00%

****End of Report****

Waiting List Statistical Summary

Waiting List: S8 Homeless (does not use bedroom size)

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
White	0	0	0	0	0	0	0	0	0	0	1	100.00%
Total	0	0	0	0	0	0	0	0	0	0	1	
Total Percent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Family	0	0	0	0	0	0	0	0	0	0	1	100.00%
Total	0	0	0	0	0	0	0	0	0	0	1	
Total Percent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Hispanic or Latino	0	0	0	0	0	0	0	0	0	0	1	100.00%
Total	0	0	0	0	0	0	0	0	0	0	1	
Total Percent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Waiting List	SRO	Average Days Waiting								Combined Average		
		0	1	2	3	4	5	6	7		8	
S8 Homeless (does not use bedro	0	0	0	0	0	0	0	0	0	0	0	3.00

Waiting List	Average Gross Income	Average Adjusted Income
S8 Homeless	\$0.00	\$0.00

Waiting List: S8 Homeless

Percent that are Handicapped or Disabled:	0.00%
Total Number of Handicapped or Disabled:	0
Total Number of Applicants Listed:	1
Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	0
Number Qualifying for Very Low Income:	0
Number Qualifying for Extremely Low Income:	1
Percent Qualifying for Low Income:	0.00%
Percent Qualifying for Very Low Income:	0.00%
Percent Qualifying for Extremely Low Income:	100.00%

End of Report

Waiting List Statistical Summary

Waiting List: East Flagstaff Housing

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
American Indian/Alaska Native	0	0	0	120	59	8	6	0	0	0	193	59.02%
Black/African American	0	0	0	11	3	1	1	0	0	0	16	4.89%
Not Assigned	0	0	0	8	1	0	0	0	0	0	9	2.75%
White	0	0	0	93	11	3	2	0	0	0	109	33.33%
Total	0	0	0	232	74	12	9	0	0	0	327	
Total Percent	0.00	0.00	0.00	70.95	22.63	3.67	2.75	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Disabled	0	0	0	31	12	2	2	0	0	0	47	14.37%
Elderly	0	0	0	3	1	0	0	0	0	0	4	1.22%
Family	0	0	0	198	61	10	7	0	0	0	276	84.40%
Total	0	0	0	232	74	12	9	0	0	0	327	
Total Percent	0.00	0.00	0.00	70.95	22.63	3.67	2.75	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Hispanic or Latino	0	0	0	43	11	2	2	0	0	0	58	17.74%
Not Assigned	0	0	0	8	1	0	0	0	0	0	9	2.75%
Not Hispanic or Latino	0	0	0	181	62	10	7	0	0	0	260	79.51%
Total	0	0	0	232	74	12	9	0	0	0	327	
Total Percent	0.00	0.00	0.00	70.95	22.63	3.67	2.75	0.00	0.00	0.00		

Waiting List	SRO	0	1	2	3	4	5	6	7	8	Combined Average
East Flagstaff Housing	0	0	0	245	268	132	223	0	0	0	245.00

Waiting List	Average Gross Income	Average Adjusted Income
East Flagstaff Housing	\$11,256.93	\$12,222.91

Waiting List: East Flagstaff Housing

Percent that are Handicapped or Disabled:	14.37%
Total Number of Handicapped or Disabled:	47
Total Number of Applicants Listed:	327
Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	23
Number Qualifying for Very Low Income:	69
Number Qualifying for Extremely Low Income:	235
Percent Qualifying for Low Income:	7.03%
Percent Qualifying for Very Low Income:	21.10%
Percent Qualifying for Extremely Low Income:	71.87%

End of Report

Waiting List Statistical Summary

Waiting List: Flagstaff Housing West

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
American Indian/Alaska Native	0	0	44	119	59	14	0	0	0	0	236	47.58%
Asian	0	0	2	0	0	0	0	0	0	0	2	0.40%
Black/African American	0	0	13	12	4	2	0	0	0	0	31	6.25%
Not Assigned	0	0	4	8	0	0	0	0	0	0	12	2.42%
White	0	0	115	85	10	5	0	0	0	0	215	43.35%
Total	0	0	178	224	73	21	0	0	0	0	496	
Total Percent	0.00	0.00	35.89	45.16	14.72	4.23	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Disabled	0	0	83	32	13	4	0	0	0	0	132	26.61%
Elderly	0	0	17	2	1	0	0	0	0	0	20	4.03%
Family	0	0	40	190	59	17	0	0	0	0	306	61.69%
Single	0	0	38	0	0	0	0	0	0	0	38	7.66%
Total	0	0	178	224	73	21	0	0	0	0	496	
Total Percent	0.00	0.00	35.89	45.16	14.72	4.23	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Hispanic or Latino	0	0	22	41	10	4	0	0	0	0	77	15.52%
Not Assigned	0	0	4	8	0	0	0	0	0	0	12	2.42%
Not Hispanic or Latino	0	0	152	175	63	17	0	0	0	0	407	82.06%
Total	0	0	178	224	73	21	0	0	0	0	496	
Total Percent	0.00	0.00	35.89	45.16	14.72	4.23	0.00	0.00	0.00	0.00		

Waiting List	SRO	Average Days Waiting								Combined Average	
	0	1	2	3	4	5	6	7	8		
Flagstaff Housing West	0	0	425	235	278	150	0	0	0	0	306.00

Waiting List	Average Gross Income	Average Adjusted Income
Flagstaff Housing West	\$11,089.83	\$11,942.21

Waiting List: Flagstaff Housing West

Percent that are Handicapped or Disabled:	26.61%
Total Number of Handicapped or Disabled:	132
Total Number of Applicants Listed:	496
Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	37
Number Qualifying for Very Low Income:	109
Number Qualifying for Extremely Low Income:	350
Percent Qualifying for Low Income:	7.46%
Percent Qualifying for Very Low Income:	21.98%
Percent Qualifying for Extremely Low Income:	70.56%

End of Report

9.0 HOUSING NEEDS CONTINUED

A number of barriers exist to Flagstaff meeting the needs of low- and moderate-income residents with regard to affordable housing. These barriers include geographic and physical constraints, regulatory limitations, and economic impediments as follows:

- **Geographic and physical constraints.** Flagstaff is surrounded by National Forests and Bureau of Land Management property, which is currently not available for development, and is a significant limiting factor in the community's ability to grow. The limited land for development has led to extremely high land costs. In addition, construction costs are noticeably high in the Flagstaff area. Average costs are over \$150 per square foot, which makes the development of units affordable to households with low and moderate incomes extremely difficult.
- **Regulatory limitations.** The City of Flagstaff's Community Housing Task Force was charged with making changes, including regulatory impediments to affordable housing and housing program policies. The Task Force has provided staff direction regarding research and implementation of changes including, but not limited to:
 1. Resource protection restructuring
 2. Relaxation of setbacks and parking requirements with the Land Development Code
 3. Density allowances
 4. Ease restriction of available land for maximized benefit
 5. An amendment to the City Charter exempting workforce housing from the expenditure cap
- **Economic impediments.** The greatest barrier in the Flagstaff community is the income levels. Flagstaff's median income has risen by approximately 1% annually for the past five years while home prices have risen 85%. Over 18% of Flagstaff's population is below poverty level and has difficulty in paying the prevailing fair market rents.

Rental Housing Unit Need

The following information can be located in the City of Flagstaff's Consolidated Plan provided to HUD for fiscal year 2011-2015, page 33.

While rent subsidies and affordable rental units assist many of the lowest income renters, extremely low income renters are the most severely cost burdened. An affordable rent for this income category would not exceed \$425/month including utilities, and there are an estimated 415 units needed in this rent range. Considering that the monthly cost of maintaining a rental unit averages approximately \$250 to \$300, providing affordable rental units for extremely low-income households necessitates a deep subsidy as there is little cash flow to secure financing.

In addition to units needed for extremely low income households, the Housing and Community Sustainability Nexus Study estimated that 790 additional affordable rental units for households earning between 30% and 60% of the AMI. These units would rent for not more than \$709/month including utilities.

	Affordable Rent up to	Cost-burdened (non-Student) Renters	Affordable Units	Units Needed
Extremely Low Income (<30% AMI) (1)	\$425	1,232	817	415
Low Income (30% - 60% AMI) (2)	\$709			790

(1) 2006/2008 ACS
 (2) 2008 Housing and Community Sustainability Nexus Study

9.1 STRATEGY FOR ADDRESSING HOUSING NEEDS

The jurisdiction of Flagstaff Housing Authority (FHA) assistance is within the corporate city limits of Flagstaff, AZ. FHA owns 265 low-income public housing units; manages 333 Section 8 Housing Choice Vouchers; 38 VASH Vouchers; 12 SRO Section 8 vouchers for the seriously mentally ill; and manages an 80 unit Section 8 New Construction development. In order to meet the Housing Needs the following is necessary:

- Apply for additional Section 8 vouchers should they become available.
- Leverage affordable housing resources in the community through the creation of mixed-financed housing.
- Pursue housing resources other than public housing or Section 8 tenant-based assistance, i.e. Housing Trust Fund.
- Allow the use of current Housing Choice Voucher funding to issue additional vouchers.
- Congress needs to provide funding for new public housing development.

HOUSING AUTHORITY OF THE CITY OF FLAGSTAFF

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5-YEAR and ANNUAL PLAN

FISCAL YEAR BEGINNING JULY 1, 2015

10.0 (b) Substantial Deviation or Significant Amendments of Modifications

The Capital Fund Program Rolling Five-Year Action Plan needs to be amended to include the following:

- Flood control at Siler Homes Office - \$20,000 to be reprogrammed from the FY2013 Capital Fund Program AZ20P00650113
- Mandatory ADA improvements to the Siler Homes Office - \$69,500 has been budgeted in the FY2015 Capital Fund Program AZ20P00650115

The above-mentioned items will be included in the PHA Plan Public Hearing scheduled for Monday, March 16, 2015 and will be included in the FY2015 PHA 5-Year and Annual Plan.