

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 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-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.
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A.1 PHA Name: City of Crescent City Housing Authority PHA Code: CA061

PHA Plan for Fiscal Year Beginning: (MM/YYYY):07/2020

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

Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

The proposed PHA Plan, including all Plan Elements, is made available for public review at the following locations:

CCHA office, located at 235 H Street, Crescent City, CA 95531

City website: www.crescentcity.org

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

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B.	5-Year Plan. Required for <u>all</u> PHAs completing this form.
B.1	<p>Mission. State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years.</p> <p>“The mission of the City of Crescent City Housing Authority is to provide safe, decent, and affordable housing opportunities to all qualifying families and individuals. We are committed to meeting the housing needs of our community in a manner that is respectful, responsible, and professional.”</p>
B.2	<p>Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>Goal 1: Expand the supply of affordable housing opportunities. Objectives:</p> <ul style="list-style-type: none"> • Apply for additional vouchers when they are made available, including VASH and other special programs. • Maximize lease-up of new voucher holders through landlord outreach and continued analysis of utilization trends. • Seek and pursue opportunities for PBV partnerships with developers of affordable housing. • Utilize program resources strategically to maximize the number of families assisted. <p>Goal 2: Deliver excellence in program administration. Objectives:</p> <ul style="list-style-type: none"> • Provide excellent customer service to applicants, participants, landlords, stakeholders, and the public. • Maintain “High Performer” SEMAP status. • Implement 9/80 schedule to offer expanded office hours. • Promote fair housing and the opportunity for families of all backgrounds to experience the freedom of housing choice. • Update the Administrative Plan as needed to stay current with ever-changing program regulations. <p>Goal 3: Increase public awareness of agency services. Objectives:</p> <ul style="list-style-type: none"> • Continue to partner with other agencies serving low-income populations to ensure families are being connected with all available services as needed. • Expand outreach within homeless populations and increase homeless prevention/reduction efforts. • Improve ease of access to agency information, publications, and forms with implementation of new agency website. • Recruit a minimum of 10 new participating landlords to the program annually.

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

The following three goals were adopted at the time of our last 5-Year Plan (2015). Examples of the efforts taken to achieve fulfillment of these goals provided below.

Goal 1: Expand the supply of assisted housing.

- Increased Unit Months Leased (UML's) by 754 from the time of last 5-Year Plan. The average number of families assisted monthly in CY14 was 522. In CY19, the average number of families assisted monthly is 585. The increase in UML was achieved through attentive and consistent financial management, steadily increasing expenses from one year to the next in a responsible manner.
- Increased program renewal funding by \$413,381 annually from the time of last 5-Year Plan. In CY14, annual budget authority ("ABA") was \$2,691,891. In CY19, ABA was \$3,105,272.
- Successful application and award of HUD-VASH vouchers. In early 2017, we were approved for 18 HUD-VASH vouchers, increasing our baseline allocation from 590 to 608. All 18 HUD-VASH vouchers are currently being utilized by veterans who were homeless prior to receiving assistance through HUD-VASH. In November 2019, we applied for an additional 10 HUD-VASH vouchers, the status of which is currently pending.
- Partnered with Del Norte County's Department of Health and Human Services ("DHHS") in the development and adoption of an MOU, enabling us to apply for Family Unification Program and Foster Youth to Independence vouchers. As foster youth determined to meet FYI eligibility criteria by DHHS are identified, applications will be submitted on their behalf.

Goal 2: Improve the quality of assisted housing.

- Achieved "High Performer" SEMAP status each year since the time of the last 5-Year Plan.
- Achieved a SEMAP score of 100% each year since the time of the last 5-Year Plan.
- Created and issued an RFP for new development affordable housing project proposals for the use of up to 30 PBV's. Formal selection of Danco's "Harbor Point" project was approved by the Board of Directors in Dec 2017. The project, estimated at \$8M, was not successful in acquiring necessary financing through the competitive tax credit application process. While it is unfortunate that "Harbor Point" did not materialize, we are now familiar with the process should another opportunity arise for the use of PBV's.
- Updated Administrative Plan Chapters 1, 8, & 11 (May 2015); Chapters 8 and 17 (Sept 2017)
- Provided staff with continual training for program administration, specifically targeting areas of the program that are known to be complex: Earned Income Disallowance, medical expense deductions, treatment of assets, and portability.
- Implemented biennial and alternate inspections, which reduces administrative costs and workload for the Housing Authority and eases the family's time commitment.
- Developed and implemented revised waiting list selection process to streamline efficiencies, increase oversight, and improve file management for auditing purposes.

Goal 3: Ensure equal opportunity in housing.

- From the time of voucher issuance, clients are educated on their rights to discrimination-free housing and provided with contact information and complaint paperwork for HUD's Office of Fair Housing and Equal Opportunity (FHEO).
- From the time of voucher issuance, clients are educated on protections afforded to them under the law through VAWA (Violence Against Women Act) and provided with paperwork to exercise those protections.

	<ul style="list-style-type: none"> • From the time of voucher issuance, clients are educated on the reasonable accommodation process, to ensure that all families have full and equal access to housing. • Provided staff with continual training for equal opportunity housing, harassment-free housing, and discrimination-free housing. • Provided literature to staff, participants, program landlords, and members of the public on fair housing resources. • Conducted continual community outreach to increase program awareness in target populations. • Maintained and provided a listing of referral information for various local agencies offering free or low-cost services to address legal, mental health, employment, or utility assistance needs.
<p>B.4</p>	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>See attachment B.4</p>
<p>B.5</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>The City of Crescent City Housing Authority defines a “significant amendment” to its Annual Plan as a change of significant nature to the rent or admission policies, or the organization of the waiting list.</p> <p>The City of Crescent City Housing Authority defines a “substantial deviation or modification” from the 5-Year Plan as a fundamental change to the agency’s mission, goals, or objectives as identified in the 5-Year Plan.</p>
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</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>

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

A. PHA Information [24 CFR §903.23\(4\)\(e\)](#)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

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

B. 5-Year Plan.

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

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR §903.6\(b\)\(1\)](#)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

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

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

B.5 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?

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

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

objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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