

Streamlined Annual PHA Plan (HCV Only PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing DRAFT	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-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

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 and 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: Scottsdale Housing Agency PHA Code: AZ032 PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2021 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) 755 Number of Housing Choice Vouchers (HCVs) 755 PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>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 of 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 the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>City of Scottsdale Community Assistance Office 6535 E. Osborn Road, Building 8 Scottsdale, AZ 85251</p> <p>City of Scottsdale Housing Agency Website: https://www.scottsdaleaz.gov/human-services/housing-choice-voucher-program</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 20%;">Program(s) not in the Consortia</th> <th style="width: 20%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <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	Lead HA:														
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B.	Annual Plan.																							

B.1

Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?

Y N

- 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.
- Informal Review and Hearing Procedures.
- Homeownership Programs.
- Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.
- Substantial Deviation.
- Significant Amendment/Modification.

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

Financial Resources:

Sources	Planned \$	Planned Uses
1. Federal Grants		
a. Annual Contributions for Housing Choice Voucher- Based Assistance-Subsidy	5,826,216	Housing and Utility Vouchers payment for the HCV Program
b. Annual Contributions for Housing Choice Voucher- Based Assistance-Administration	435,960	Operating/Administrative Expenses
c. CARES ACT Administrative Fees Round 1	88,414	Operating/Administrative Expenses impacted by COVID
d. CARES ACT Administrative Fees Round 2	107,196	Operating/Administrative Expenses impacted by COVID
e. FSS Family Self Sufficiency	37,500	Grant Awarded for FSS Programming
f. Foster to Youth to Independence Subsidy	178,056	Housing and Utility Vouchers payment for the FYI Program
2. Other Income Non Federal		
a. Partners for Paiute	1106	Application fees reimbursement
b. Partners for Paiute	644	Assistance for FSS participants
c. Scottsdale General Fund	XXX	Operating/Administrative expenses

Operation and Management Revision:

When acting as the SHA Governing Board, the City Council will be augmented by one Scottsdale Housing Program participant in good standing who meets federal eligibility requirements as verified by the Human Services Director or designee. The Program participant member will serve a 4-year term. Should the SHA become eligible for a Program participant member exception or should federal requirements change, the SHA Governing Board may return to its current composition.

<p>B.2</p>	<p>New Activities</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 <input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>Project Based Vouchers</p> <ol style="list-style-type: none"> SHA endeavors to establish a project-based voucher program using up to 20% of its authorized units (147) for the purposes of deconcentrating poverty, expanding housing and economic opportunities, or providing additional housing options to vulnerable populations (experiencing homelessness, veterans, elderly, disabled). A PHA request for PBV proposals may be pursued in FY21-22. <p>New Programming</p> <ol style="list-style-type: none"> SHA may submit to HUD a Letter of Interest or Application to the Moving to Work Demonstration Program should the opportunity present itself. SHA will apply for to HUD for VASH, Family Unification, and Mainstream vouchers should the opportunity present itself. SHA will pursue developing and administering Tenant Based Rental Assistance (TBRA) programming for vulnerable populations such as, but not limited to, elderly, disabled, and those experiencing homelessness or at risk of becoming homeless. Participants in this program may be eligible for priority placement onto the HCV waitlist. Pending HUD approval, SHA may adopt Small Area Fair Market Rent (SAFMR) to establish a payment standard schedule to calculate housing assistance for participating families. SHA will implement Housing Assistance Payment direct deposit for its landlords. SHA will implement Elite’s online Waitlist Portal. SHA will implement Elite’s online Landlord Portal. SHA will create a landlord strategy to diversify affordable housing options in the City of Scottsdale that may include landlord incentives. SHA will create an HCV intake briefing video for new voucher holders and porting customers.
<p>B.3</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: Audit uncovered an instance of violation of the 40% rule.</p> <p>See Appendix B</p>
<p>B.4</p>	<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>See Appendix A</p>
<p>B.5</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>See Appendix A</p>

B.6

Progress Report.

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

The SHA continues to achieve its mission and stated goals by expanding the supply of quality affordable housing, promoting economic opportunities and consistently seeking to ensure equal opportunity for affordable housing in our community.

SHA identified and implemented strategies to address needs as follows:

- Expended \$1,431,070 in CDBG funds and \$193,336 in HOME funds for eligible housing related activities and public services (totals include planning and administration).
- Expended 100% of HCV budget authority (\$5,397,418 expense/\$5,381,542 revenue).
- Completed revision and update to the SHA Administrative Plan and related procedures.
- The SHA was successful in its application to HUD for Foster Youth to Independence vouchers. SHA was awarded 20 vouchers in partnership with AZ Department of Child Safety and the Maricopa Continuum of Care.
- SHA was successful in its application for Family Self Sufficiency (FSS) Program funding in the amount of \$33,750.
- The SHA made referrals to the FSS program and Vista Job Prep Program for people within the community who lost employment.
- Provided Courtesy Property Listings and GoSection8 referrals to assist in locating affordable units in a variety of areas.
- SHA has partnerships with other City of Scottsdale Human Services departments and nonprofit agencies contracted to support City of Scottsdale centers to increase services and resources available to HCV voucher holders to move towards personal development, education, and employability and made several referrals to Vista Del Camino, the Community Action Program, and Paiute Community Center for social worker support.
- Participated in AZNAHRO and Arizona Housing Coalitions annual conferences to increase knowledge and maintain professional network relationships.
- The City of Scottsdale serves as a member of the region's Continuum of Care to collaborate with Maricopa County homeless community.
- The SHA Executive Director serves as the President of the Arizona Chapter of the National Association of Redevelopment and Housing Organization, and is an active member of NAHRO, PHADA, NCDA, and the Arizona Housing Coalition.
- During this reporting cycle, 95 families/individuals were pulled from the waiting list, and 30 families/individuals were successful in leasing up. In October 2019, 20 families were pulled off of the waitlist, 10 of which leased up. In November 2019, 25 families were pulled, 10 of which have leased up. In June 2020, 50 families were pulled, 10 have leased up and 3 are still actively seeking housing.
- A waitlist confirmation mailing went out on August 10, 2020. 6,163 confirmation notifications were mailed, and 1,229 responses were received. SHA removed from the waitlist those who did not confirm their continued interest in remaining on the list. Those who did respond were reprioritized in accordance with preferences and application time/date. Due to 2020 software conversion to Elite and SHA's inability to access systems of record during the period of the 2017 waitlist opening and ongoing maintenance through January 2020 (Lindsey and Happy), SHA has instituted an open appeals process until such time that the 2017 waitlist is exhausted.
- In October 2020, a pull of 100 families was conducted, 31 have received vouchers and 20 are still in the eligibility phase. As of January 15, 2021, there are 1,130 families on the HCV Program waiting list, with an approximate wait time 3-4 years. According to data from the current wait list, the demand for one and two-bedroom units will outweigh the demand for other bedroom sizes. Applicants will continue to be pulled from the waiting list until the Scottsdale Housing Agency has reached full utilization. Subsequently, as vouchers become available through attrition, applicants will be pulled from the waiting list.
- Prepared monthly budget expenditure reports and the 2-Year Forecast Tool to monitor HCV expenditures and utilization rate.

- SHA transitioned to biennial inspections effective May 2020, trained in UPCS-V Fundamentals, and is currently a participant in HUD's UPCS-V pilot program.
- SHA appointed a Fair Housing Advocate who was successfully Fair Housing certified in July 2020.
- FSS Coordinator was certified in delivering Family Self Sufficiency programming. This program year, FSS participation increased from 11 to 20 participants.
- Implemented use of LanguageLine Solutions allowing SHA to communicate in any language on demand by phone or video.
- The Portability process has been streamlined and is more efficient for participants relocating to the Scottsdale jurisdiction. SHA implemented pre-scripted emails with the overall port process, frequently requested numbers, payment standards and the courtesy property list. The email is sent out to all interested port ins. The information saves times on both ends for the HA, and the port applicant. Once applicants determine that they would like to move forward with the process, SHA sends out a series of documents to complete. The first email includes initial port documents and background screening. Once we review and approve background results, the applicant is notified of the next steps in the process which includes completing the remainder of the port documents, and a voucher is issued at that time.
- SHA was successful in its application to Partners for Paiute and received monies to reimburse HCV participant application fees.
- The City of Scottsdale has contracted with Chicano Por La Causa for housing navigation services available to HCV participants.
- The City of Scottsdale has contracted with Community Legal Services for free legal services available to HCV participants.
- SHA created a SharePoint site for HCV program staff to collaborate more effectively.
- SHA procured three new and experienced third-party Hearing officers.
- Staff member was successful in receiving HCV Supervisor/Manager certification, and two staff members received their Housing Specialist certifications.

SHA efforts and accomplishments to address COVID include:

- SHA implemented HUD COVID waivers.
- SHA conducted COVID readiness survey of participants, landlords resulting in prevented evictions, and made several referrals to other City Human Services resources for assistance and provided a template repayment agreement from Community Legal Services to landlords.
- Revised SHA's way of delivering services through staff telework, lobby only open for paperwork drop off/pick up, installed an exterior drop box for customer convenience and enhanced safety, installed a copier in lobby for customer use free of charge, and implemented phone/video appointments, and virtual briefings.

B.7 Resident Advisory Board (RAB) Comments.

(a) Did the RAB(s) provide comments to the PHA Plan?

Y N

(a) 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.

The Resident Advisory Board convened on February 2, 2021. The Resident Advisory Board concurred with policy changes. See Appendix C.

APPENDIX A – BOARD RESOLUTION, CERTIFICATIONS

APPENDIX B – AUDIT

APPENDIX C – RESIDENT ADVISORY BOARD