

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
--	---	--

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	PHA Name: <u>Woonsocket Housing Authority</u> PHA Code: <u>RI-003</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>January 1, 2019</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>1212</u> Number of Housing Choice Vouchers (HCVs) <u>734</u> Total Combined Units/Vouchers <u>1946</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission						
<p>Availability of Information. PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. The public has access to the approved PHA Plan on our website www.woonsockethousing.org in the Meetings, Notices and Public Information tab under the About Us heading.</p>							
<input type="checkbox"/> 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	PH	HCV
	Lead PHA:						

B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

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

Y N

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

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

(c) The PHA must submit its Deconcentration Policy for Field Office review.

New Activities.

B.2

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

Y N

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

(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.3</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>B.4</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit? The 2017 Audit DRAFT had one finding in Procurement, Suspension and Debarment.</p> <p>Y N X <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: The auditors found one instance under the small purchase procedures, in which the WHA did not follow its policy for purchases exceeding \$3,000 whereas a reasonable number of quotes (preferably three) were quoted. The vendor represented aggregate procurements of \$42,175.</p>
<p>B.5</p>	<p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>Mission. The Woonsocket Housing Authority is dedicated to excellence in providing quality, affordable and safe housing to eligible persons consistent with community needs. We foster effective and creative partnerships to maximize opportunities that improve the economic and personal well-being of the persons we serve. Our agency conducts its business in an efficient, professional and ethical manner without discrimination.</p> <p>GOAL 1: Provide quality, affordable, equal-opportunity housing consistent with applicant and resident needs.</p> <ol style="list-style-type: none"> 1. Achieve and maintain best possible PHAS score for each of the next 5 years. 2. Maintain 100% SEMAP score for each of the next 5 years. 3. Achieve and maintain 98% voucher utilization rate for each of the next 5 years. 4. Achieve and maintain 100% occupancy in public housing. 5. Provide voucher mobility counseling and landlord outreach by encouraging voucher mobility and implement website landlord outreach. 6. Review recertification process to be more user-friendly, <ul style="list-style-type: none"> • Review notification schedules to allow residents to be prepared. • Use resident participation funds to educate residents on recertification process and rent recalculations. 8. Expand the Housing Choice Voucher Program and use project based HCV for preservation and stabilization initiatives. Section 8 is a high performer and we plan to expand the program as HUD allows and funds. Participate in RI Centralized Wait List Program. 9. Energy efficiencies at developments are on-going. Continually address electrical energy and heating efficiencies. <p>GOAL 2: Strive for healthy and safe WHA housing communities.</p> <ol style="list-style-type: none"> 1. Maintain a relationship and continue to work with the Woonsocket Police Department (WPD) for improved security. The WHA continues a strong relationship with the WPD. The WPD has shown a strong commitment to assisting the WHA with its security and safety needs for all residents. 2. Increase participation in drug prevention activities, especially among the 16-21 age groups. Utilize existing and new partnerships to provide drug prevention activities for youth, domestic violence programs, elder abuse prevention, substance abuse prevention and other programs identified by needs assessments. The WHA works in conjunction with Woonsocket Prevention Coalition which is a non- profit agency to assist with drug prevention and cigarette use by minors. The WHA works closely with a local social service agency, Community Care Alliance, to assist us in meeting the needs of our residents who cope with physical and emotional challenges. 3. Maintain and enhance the central monitoring station of surveillance equipment and access control. Continue to compliment with security staff and cooperation of residents. The WHA Security Department is a 24-hour agency that monitors cameras and alarms throughout all our property. We continue to upgrade our systems and will continue to meet the needs of our residents to have a safe environment. We will do this through appropriations and grants. 4. Implement central public announcement systems for high rise buildings. At this time the Fire Department has access to make emergency notifications to all residents of our elderly high rise buildings. At some point in the future we would like to have a system installed so the WHA will be able to communicate with residents for general purposes. 5. Continue fraud prevention and investigation. In the past the WHA has partnered with the Woonsocket Police Department and the Attorney General’s office to educate our residents and make them aware of scams and other means of theft from our residents. We will continue to do this in the future. 6. Enforce smoke-free zones in and around each building. The WHA has a policy on “no smoking” in all our buildings. Management is well aware of this policy and continues to enforce through the lease agreement. <p>GOAL 3: Develop a continuum of housing options consistent with community needs.</p> <ol style="list-style-type: none"> 1. Review homeownership program for participants within the Housing Choice Voucher Program. Administration will review and assess. 2. Maintain an allocation plan for high-rise developments. Apply for and/or set aside designated vouchers as needed to mitigate. We are 100% leased up with no vouchers available 3. The supply of Elderly/Disabled housing over the last 40+ years has more than doubled creating an increase in the vacancy rate for the area and shorter waiting lists. As a result, we have implemented an Assisted Living program at St. Germain Manor and continue to assess the program for possible expansion. The expansion may occur when the assisted living program is at 100% occupancy with a wait list of approved applicants. 4. Continue affordable assisted living resources in the City of Woonsocket. Currently the program is at capacity. In the event a resident needs assisted living services and cannot wait for an opening the resident is assisted to find appropriate accommodations.

5. Determine the need for supportive housing for families with disabilities. We maintain a supportive housing program.

GOAL 4: Promote self-sufficiency and quality of life for public housing resident and Housing Choice Voucher participants.

1. Use local social service agencies whenever possible to meet the special needs of residents. We continue to outreach with local social service agencies to meet the ever increasing needs of our residents to improve their quality of life. We work to assess our tenant's overall well-being, which may include physical, emotional and social dimensions, as well as, stress level and self-perceived health status.
2. Advocate for the needs of residents who are elderly, disabled, and families in crisis on the local, state and federal levels.
3. Works closely on a daily basis with the local service agencies such as, but not limited to, Woonsocket Prevention Coalition, Community Care Alliance, Head Start, RIRAL, Woonsocket Senior Services, and U.R.I. for Senior programs, etc. We have ESL, GED education and mentoring at the family complexes.

GOAL 5: Promote a positive environment that encourages staff development, participation and well-being.

1. Explore the possibilities of community service for WHA staff, formalize the process, and recognize the contributions. Community service participation is encouraged.
2. Evaluate WHA's staffing needs. The staffing needs are consistently monitored and provided accordingly within budget limitations.
3. The WHA assists its staff to achieve expertise in their field of work. Educational opportunities and cross-training occurs for the purposes of expanding and enhancing the skill levels and is emphasized for promotional opportunities.
4. Consistently and fairly administer corrective employee action as necessary. The Personnel Policy Handbook and AFSCME and Teamsters contracts address corrective actions.
5. Promote website to provide any internal and external information in a user-friendly site that is reflective of the work of the WHA. This site lists current employment opportunities, LIPH eligibility requirements, Section 8 and LIPH forms, current staff contact information and external links to additional informational resources.
6. It is the goal of the WHA to provide training and education to supervisors in Best Practices of management and leadership skills.
7. Continue process for policy updates by disseminating information directly from the ED via meetings and departmental correspondence posted in all employee areas.
8. The WHA staff is trained on community services available in the area to educate our clients.

GOAL 6: Develop a positive working relationship with the resident organizations of the WHA.

1. Work with resident organizations to establish a resident participation policy. WHA encourages and develops a strong resident participation relationship and partnership.
2. Review MOU's annually with social clubs and family development resident associations. Property Managers will review and update MOU's annually
3. Review RAB by-laws to conform terms of membership to 5-year annual plan cycle.
5. All sites have active resident organizations engaged in providing resident information and development. All sites are represented in the Annual Planning process and informed as to the goals and objectives. Monthly Board of Tenant Affairs meetings are held with a WHA representative as a speaker to keep residents informed of on-going issues and process

B.6 Resident Advisory Board (RAB) Comments.

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

Y N

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.

B.7	<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>
B.8	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
C.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. 2018 Capital Fund 5-Year Action Plan was approved by HUD in the EPIC System on June 8, 2018.</p>