

# 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

**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.

A.1 PHA Name: Albemarle County Office of Housing PHA Code: VA036

PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2019

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.

*Copies of the PHA Plans, including updates, may be reviewed by the public at the Albemarle County Office of Housing office located at 1600 Fifth Street, Suite B, Charlottesville, VA 22902. PHA Plans, including updates may also be reviewed online at: [www.albemarle.org/housing](http://www.albemarle.org/housing)*

☐ 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>B.</b>	<b>5-Year Plan.</b> Required for <u>all</u> PHAs completing this form.
<b>B.1</b>	<p><b>Mission.</b> 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><i>To promote opportunities for low-income county citizens and residents within the Thomas Jefferson Planning District (PD10) to secure and maintain safe, decent, accessible, and affordable housing.</i></p>
<b>B.2</b>	<p><b>Goals and Objectives.</b> 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><b>Goal 1: INCREASE THE AVAILABILITY OF DECENT, SAFE, AND AFFORDABLE HOUSING OPPORTUNITIES</b></p> <ul style="list-style-type: none"> <li>• <i>Continue to maximize utilization of Section 8 Program Funds by implementing the use of HUD's Two-Year Forecasting Tool</i></li> <li>• <i>Apply for additional Section 8 Vouchers</i></li> <li>• <i>Take actions to upgrade our agency's use of technology in communicating information about the agency to the public, including website overhaul and making available online reporting services for applicants, participants and landlords.</i></li> </ul> <p><b>Goal 2: INCREASE ASSISTED HOUSING CHOICES</b></p> <ul style="list-style-type: none"> <li>• <i>Provide voucher mobility counseling</i></li> <li>• <i>Conduct outreach efforts to potential voucher landlords</i></li> <li>• <i>Conduct regular landlord briefings to include information on Fair Housing and VAWA regulations</i></li> <li>• <i>Make available a landlord handbook for current and prospective landlords of the Section 8 voucher program</i></li> <li>• <i>Increase voucher payment standards when appropriate</i></li> </ul> <p><b>Goal 3: IMPROVE ALL ASPECTS OF AGENCY OPERATIONS</b></p> <ul style="list-style-type: none"> <li>• <i>Systematically review all aspects of agency operations and take actions where appropriate to improve the efficiency and effectiveness of the agency. Opportunities include staff training, information technology effectiveness, customer service improvements, performance management, staffing analysis, administrative policy review, and proactive vs reactive approaches to management.</i></li> <li>• <i>Build upon existing relationships within the housing industry (HUD, NAHRO, SERC, etc.) to gather information, ideas, best practices, potential funding sources that can assist our agency in expanding its program and improve operational efficiency.</i></li> </ul>

B.3	<p><b>Progress Report.</b> Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p><i>The previous 5-Year Plan included goals of maintaining a 98% utilization rate of budgeted funds as well as utilizing at least 80% of allocated vouchers. While our agency was successful in maintaining a 98% utilization rate of budgeted funds, those funds only allowed for an average 74% utilization of allocated vouchers. The lack of increases in budgeted funds coupled with significant increases in area rents was a factor in our not reaching our targeted goal.</i></p> <p><i>The previous 5-year Plan also included a goal to maximize the use of project-based vouchers to promote services to vulnerable population including the elderly and homeless. We currently administer 38 project-based vouchers, 16 of which are for projects serving elderly and/or homeless populations. In addition, we administer 34 vouchers under a separate contract for a Mod-Rehab project serving elderly and/or disabled participants.</i></p>
B.4	<p><b>Violence Against Women Act (VAWA) Goals.</b> 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><i>Albemarle County Office of Housing will promote and abide by the Violence Against Women's Act (VAWA) that was signed by President Bush on January 5, 2016. Albemarle County Office of Housing will support or assist victims of domestic violence, dating violence, sexual assault, stalking and/or others as required by the law to prevent them from losing their HUD-assisted housing because of the abuse of which they were the victim. We shall also adhere to all HUD requirements regarding VAWA pertaining to the Section 8 Rental Assistance Programs administered by our agency.</i></p> <p><i>Albemarle County Office of Housing provides information the rights and protections under VAWA to applicants and all program participants during the initial briefing sessions and at each recertification. Sensitivity to issues of domestic violence is also considered as one of the factors in the determination of a voucher issuance in instances of split housings assisted by the HCV program. We also refer clients to various law enforcement agencies as well as local non-profit agencies such as The Shelter for Help and Emergency and the Sexual Assault Resource Agency.</i></p> <p><i>Albemarle County Office of Housings also provides landlords with VAWA information during initial the initial lease up of a program participant and at least annually thereafter.</i></p>
B.5	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p><i>Significant amendment is defined as any revision to policy governing the Housing Choice Voucher Program. Significant amendments not requiring HUD's prior approval will be addressed in the following plan submission.</i></p> <p><i>Significant modification is defined as any change to a previously approved 5-year Plan or Annual Plan which substantially revises goals or strategies.</i></p>

<p><b>B.6</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y   N  <input type="checkbox"/>   <input checked="" 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>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

# Instructions for Preparation of Form HUD-50075-5Y

## 5-Year PHA Plan for All PHAs

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

- 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](#))

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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.

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