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# PHA PLAN 5YR

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The City of Rosenberg Housing Authority



JULY 13, 2020

ROSENBERG HOUSING AUTHORITY  
117 Lane Drive, Suite 18, Rosenberg, TX 77471

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<b>5-Year PHA Plan (for All PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 02/29/2016 NOTE: This form has an expiration date that has passed, but this is the latest version.</b>
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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.

<b>A.</b>	<b>PHA Information.</b>																										
A.1	<p><b>PHA Name:</b> <u>THE CITY OF ROSENERG HOUSING AUTHORITY</u> <b>PHA Code:</b> <u>TX 483</u></p> <p><b>PHA Plan for Fiscal Year Beginning:</b> <u>10/1/2020</u>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p><b>Availability of Information.</b> 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.</p> <p>Information including attachments in regard to the 5-year Plan can be obtained at the administrative office of the PHA located at 117 Lane Drive, Suite 18, Rosenberg, TX 77471 and /or the PHA's website <a href="http://www.RosenbergHA.org">www.RosenbergHA.org</a></p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" data-bbox="203 1207 1461 1690"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <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		PH	HCV	Lead PHA:																	
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<b>B.</b>	<b>5-Year Plan.</b> Required for <u>all</u> PHAs completing this form.																										

<p><b>B.1</b></p>	<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>We, the employees of The City of Rosenberg Housing Authority, through our collaborative efforts to positively enhance and better service this community with integrity, care, great ethical standards, and competence, are committed to provide quality affordable housing and assist residents in achieving economic independence free from discrimination in Fort Bend County.</p>
<p><b>B.2</b></p>	<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>Operating:</p> <ul style="list-style-type: none"> <li>• Increase the availability of affordable housing that reflect HUD and local requirements</li> <li>• Operate the RHA’s current housing choice voucher program between 95-100% occupancy as permitted by the RHA’s annual budget authority and net restricted asset account</li> <li>• Encourage the use of our newly expanded jurisdiction into Fort Bend County, which puts families closer to more job opportunities and makes more housing options available, especially for those with larger family sizes needing more bedrooms.</li> <li>• Utilize funding to improve housing stability for vulnerable populations</li> <li>• The RHA would like to grow in size to coincide with our newly expanded jurisdiction into Fort Bend County</li> <li>• Increase participation in the Homeownership Program</li> </ul> <p>Transform the way the RHA does business:</p> <ul style="list-style-type: none"> <li>• Ensure that landlords and tenants respect the integrity of the program to avoid fraud, waste and abuse</li> <li>• Maintaining and improving administration by training staff on section 8 Housing Choice Voucher (HVC) policies and procedures.</li> <li>• Continue a high level of standards and professionalism in our day to day management of all program’s components.</li> <li>• Encourage new landlord participation by conducting an annual outreach through meetings</li> <li>• Improve the quality of housing by maintaining scores of 90 or higher with the Section 8 Management Assessment program (SEMAP) to be designated as a high performer.</li> </ul>
<p><b>B.3</b></p>	<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>See attachment 1 (page 6)</p>

<p><b>B.4</b></p>	<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>The RHA has amended the Section 8 Administrative with the required provisions pursuant to the final rule published on November 16, 2016, named Violence Against Women Reauthorization Act of 2013 (VAWA 2013): Implementation in HUD Housing Programs (Docket No. FR-5720-F-03). The RHA complies with the requirements for notification of occupancy rights under VAWA and has established an emergency transfer plan.</p> <p>The RHA provides landlords, applicants, and participants with information regarding their rights and protections under VAWA at their initial application, at every annual reexamination and at any denial or termination. A VAWA certification form is also provided to landlords and participants. Victims eligible for protection under VAWA will be given the following options: a voucher to PORT to another housing authority or move within RHA jurisdiction, bifurcate the current lease to remove the perpetrator, or request an emergency transfer. The PHA provides a preference for victims that have been referred to the PHA through a partnering service agency or consortia or those who are seeking an emergency transfer.</p>
<p><b>B.5</b></p>	<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>The following actions will be considered a Significant Amendment or Modification to the Five-Year Plan and Annual Plan:</p> <ul style="list-style-type: none"> <li>• A change which would significantly affect rent or admissions policies or the organization of the waiting list.</li> <li>• An exception to this definition will be made for any new activities that are adopted to reflect changes in HUD regulatory requirements or as a result of a declared emergency (such changes will not be considered significant amendments or modifications by PHCD).</li> </ul> <p>The following will be considered a Substantial Deviation from the Five-Year Plan:</p> <ul style="list-style-type: none"> <li>• A substantial change in the direction pertaining to its goals and objectives.</li> <li>• The undertaking of new programs that do not further the stated mission or goals as set forth in the current Five-Year Plan.</li> <li>• An exception to this definition will be made for program activities required or adopted to reflect changes in HUD regulations or as a result of a declared national or local emergency. In such cases, the administrative/programmatic changes will not be considered as a Substantial Deviation from the Five-Year Plan.</li> </ul>
<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 checked="" 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>See attachment 2 (page 7-8)</b></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> <p><b>See attachment 3 (page 9)</b></p>

## **Attachment 1**

### **SECTION B.3- Progress Report**

A. Increased the availability of affordable housing that reflect HUD and local requirements

B. Operate the RHA's current Housing Choice Voucher program between 95-100% occupancy as permitted by the RHA's annual budget authority and net restricted asset account.

1. Successful in maintaining 95-100% occupancy:

FY beginning October 1, 2015=99%

FY beginning October 1, 2016=98%

FY beginning October 1, 2017=97%

FY beginning October 1, 2018=99%

FY beginning October 1, 2019=pending

C. Improved quality of assisted housing

1. Section 8 Management Assessment Program (SEMAP) Score

a) The RHA has been designated as a High Performer for the past 5 years

2. Increased customer satisfaction.

D. Expanded the supply of assisted housing

1. Expanded jurisdiction into Fort Bend County which greatly increased the availability of affordable housing.

E. Transform the way the RHA does business

1. Decreased amount of fraud by using HUD's Income Validation Tool

2. Avoided double subsidy cases by identifying applicants receiving housing assistance during initial screening.

3. Held landlord briefings to educate landlords on their rights, responsibilities, and future possibilities.

4. Participated in landlord outreach meetings

5. Staff attended weekly webinars on new HUD policies and/or trainings for job specific tasks

6. Annually review and train staff on policies and procedures

7. Increased customer satisfaction.

F. Utilize funding to improve housing stability for vulnerable populations

1. Created a preference for those with children in Lamar Consolidated School District, which is mainly comprised of low-income families (Title 1 schools), to reach a vulnerable population in our community and in to encourage the stop of generational poverty

## Attachment 2

### **SECTION B.3- Summary of RAB Comments and Decisions Made** **Administrative Plan Policy Changes**

#### 1. Policies governing eligibility, Selection, and Admissions preferences

A. A local preference for a Head of Household for Fort Bend County who is:

- Residents within the preference area
- Applicants working or have been notified to work in the preference area
- Graduates of, or active participants in, education and training programs within the preference area designed to prepare individuals in the job market
- Applicants who have at least one child currently enrolled in an elementary or secondary school, grades Kindergarten through 12th grade, in the Lamar Consolidated School District
- A preference to families that include victims of domestic violence, dating violence, sexual assault, or stalking who has either been referred by a partnering service agency or consortia or is seeking an emergency transfer under VAWA from the PHA's public housing or other covered housing program operated by the PHA.
- A local preference of no more than 15 applicant households meeting all of the following criteria:
  - Qualify as homeless as defined by section 103 of the McKinney-Vento Act (42 U.S.C. 11302);
  - Are referred to the RHA by a homeless service provider with whom the RHA has executed a Memorandum of Understanding (MOU) outlining the provider's responsibility to provide supportive services and housing search assistance for the referred household.
  - Received a commitment from the homeless service provider to provide housing search assistance and supportive services to help the household transition from homelessness to permanent housing, including complying with the Housing choice voucher program rules.
  - This preference shall be limited to applicants who have been certified as meeting the criteria for this preference by the homeless service providers noted above. If it is determined that an applicant referred by a homeless service provider, as described above does not meet the criteria described; the applicant is removed from the waiting list.

B. Verification of claimed preference(s) will occur during the application interview process.

The applicant must provide the RHA with information needed to verify their qualifications for preference(s). If the RHA determines the family is ineligible for the claimed preference(s), the applicant will be denied.

#### 2. Policies regarding subsidy standards

The PHA will assign one bedroom for each two persons within the household except in the following circumstances:

- Persons of the opposite sex (other than spouses, and children under age 5) will be allocated separate bedrooms. (The Minimum in the table below reflects this exception)
- Live-in aides will be allocated a separate bedroom. No additional bedrooms will be provided for the live-in aid's family.
- Single person families will be allocated one bedroom.

The RHA will reference the following chart in determining the appropriate voucher size

for a family:

Voucher size	Persons in Household	
	Minimum	Maximum
1 Bedroom	1	2
2 Bedroom	2	4
3 Bedroom	3	6
4 Bedroom	4	8
5 Bedroom	6	10

(The Minimum in the table above reflects the opposite sex exception)

### 3. Policies regarding interim reexamination changes

A. Families are required to report all increases in earned income, including new employment, within 60 calendar days of the date the change takes effect.

The RHA will conduct interim reexaminations for the following circumstances:

- When a family which previously reported no income obtains a source of income
- When the family's source of income changes from unearned to earned
- When the family is an FSS participant and the income change affects the escrow deposit.
- When the family's yearly income increases by \$10,000/year
- When a family's income decreases

B. If the family share of the rent is to *decrease*:

If the decrease is reported before the 20th of the month, it will be effective on the first day of the month following the month in which the change was reported and all required documentation was submitted unless the required documentation has not been submitted before the 20th of the month. In this case, the change will be effective at the first of the following month of when all required documentation was submitted.

### 4. Policy regarding Alimony and child Support

The RHA will count court-awarded amounts for alimony. Child support income is based on the past 30 days. If child support is not consistent, then the calculation is based on the average of the last 12 months of the child support payment record. This method is used unless the RHA verifies that: (1) the payments have not been made; (2) the family has made reasonable efforts to collect amounts due, including filing with courts or agencies responsible for enforcing payments [HCV GB, pp. 5-23 and 5-47].

### 5. Jurisdiction

The Section 8 tenant-based Housing Choice Voucher (HCV) assistance program is funded by the federal government and administered by the Housing Authority of the City of Rosenberg (RHA) for the jurisdiction of **Fort Bend County**.

### Other Information

#### 1. Statement of Financial Resources

Annual contribution Housing Choice Voucher Program: \$ 3,172,094

#### 2. Rent Determination

##### Payment Standards

- 1-Bedroom \$952
- 2-Bedroom \$1161
- 3-Bedroom \$1588
- 4-Bedroom \$1915



## **COMMENTS FROM RAB BOARD MEETING FEBRAUARY 20, 2020**

### **Goals and Objectives**

- Questions/comments regarding avoiding fraud, waste and abuse of the program:
  - Tenants are unaware of what repairs they are responsible for paying for-landlords may take advantage
  - Tenants are unaware of their rights when a landlord starts charging a new fee with or without notice
  - Managers can be aggressive with tenants
  - One tenant stated that what works for her to keep a good relationship with the landlord is to pop into the office and say hi from time to time and gives chocolates at Christmas
  - Management switching so often in apartment complexes, the landlord is often not able to keep promises that previous management had made—get it in writing

### **Policy Changes**

- Regarding the subsidy standard change:
  - Do pets get a separate bedroom?—no
  - Participants seemed very happy about the subsidy standard change.
  - Participants had questions regarding payment standards versus other HAs
- Participants need more education on interim changes
- Do participants have a choice between Assistance Check and paper?—yes
- Create a sign in sheet for the receptionist desk for those that wish to be removed from Assistance Check.
- Questions regarding the new Fort Bend jurisdiction and moving:
  - Do landlords or the RHA check credit or rental history with every move?
  - Can we move to Sugar Land-yes
  - Can we move to Greatwood-yes
- Regarding new interim change policy:
  - Participants say that it works just fine having the cut off for decreases on the 20<sup>th</sup>.
- What is FSS to Homeownership?—program explained
- Are participants allowed to have assets, such as a certain dollar amount in the bank account?—policy on how assets are counted towards income explained
- Can RHA employees see participants bank account at any time they want?—no only when we request it
- Participants were unsure of the difference between section 8(HCVP) and HUD-explained

Attachment 3

SECTION B.3- Certification of State or Local Officials

<b>Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)</b>	U. S Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 2/29/2016
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**Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan**

I, Marilynn Kindell, the Community Development Director  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

City of Rosenberg Housing Authority  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of Impediments (AI) to Fair Housing Choice of the

Fort Bend County  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The Plan provides affordable rental housing for low- to moderate-income individuals and households in Fort Bend County.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Marilynn Kindell	Community Development Director
Signature	Date
<i>Marilynn Kindell</i>	May 18, 2020