Streamlined Annual PHA Plan

(High Performer PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB No. 2577-9226
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-HP is to be completed annually by High Performing PHAs. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small 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 the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.

(2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the 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.

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**A. PHA Information.**

A.1

- **PHA Name:** Burlington Housing Authority
- **PHA Code:** VT081
- **PHA Type:** ☒ High Performer
- **PHA Plan for Fiscal Year Beginning:** (MM/YYYY): 07/2020
- **PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above):**
- **Number of Public Housing (PH) Units:**
- **Number of Housing Choice Vouchers (HCVs):** 2022
- **Total Combined:** 2022
- **PHA Plan Submission Type:** ☒ Revised Annual 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 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 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.

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

<table>
<thead>
<tr>
<th>Participating PHAs</th>
<th>PHA Code</th>
<th>Program(s) in the Consortia</th>
<th>Program(s) not in the Consortia</th>
<th>No. of Units in Each Program</th>
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<tr>
<td>Lead PHA:</td>
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B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

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

☐ N Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
☐ Y Financial Resources.
☐ N Rent Determination.
☐ N Homeownership Programs.
☐ N Pet Policy.
☐ N Substantial Deviation.
☐ N Significant Amendment/Modification

(b) The PHA must submit its Deconcentration Policy for Field Office Review.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

B.2 New Activities.

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

☐ N Hope VI or Choice Neighborhoods.
☐ N Mixed Finance Modernization or Development.
☐ N Demolition and/or Disposition.
☐ N Conversion of Public Housing to Tenant Based Assistance.
☐ N Conversion of Public Housing to Project-Based Assistance under RAD.
☐ Y N 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.

B.3 Progress Report.

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

Converted the remainder of its Public Housing to RAD Project Based Section 8. It applied for and was awarded new VASH and additional Mainstream vouchers.

Completed a conversation of one of its multifamily projects over to the Housing Choice Voucher program, additional TPV voucher where awarded to compete this conversion.

Expanded its project based voucher program to add additional 44 units in the community. An AHAP has been signed for an additional 25 due to open in 2021. These partnerships are in line with helping the City of Burlington achieve its goal of expanding the available affordable housing offered.

Maintained the status of “High Performer” for the Section 8 Program; it no longer administers Public Housing.

Supported 4 families in converting their housing choice voucher over from renting to mortgage assistance (homeownership).

Continues its partnerships for persons with disabilities, homeless households and offenders returning to the community. It has done this by continuing its MOU’s with community partners that support these groups of people. Burlington Housing Partner with Howard Center Developmental Services, the Department of Correction and the community coordinated entry system to help house these population through supportive housing programs.

Burlington housing continues to support and fund housing retention and rapid rehousing initiative as a way to prevent family’s for falling into homelessness.
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<th><strong>B.4. Most Recent Fiscal Year Audit.</strong></th>
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<tr>
<td>(a) Were there any findings in the most recent FY Audit?</td>
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<tr>
<td>☑ N</td>
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<td>(b) If yes, please describe:</td>
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<tr>
<th><strong>Other Document and/or Certification Requirements.</strong></th>
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<tr>
<td><strong>C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</strong></td>
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<tr>
<td>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.</td>
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<tr>
<th><strong>C.2 Civil Rights Certification.</strong></th>
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<th><strong>C.3 Resident Advisory Board (RAB) Comments.</strong></th>
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<tr>
<td>(a) Did the RAB(s) provide comments to the PHA Plan?</td>
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<td>☑ N</td>
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<tr>
<td>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.</td>
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<th><strong>C.4 Certification by State or Local Officials.</strong></th>
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<tr>
<td>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.</td>
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<th><strong>D Statement of Capital Improvements.</strong></th>
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<tr>
<td>Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</td>
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<tr>
<th><strong>D.1 Capital Improvements.</strong></th>
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<tr>
<td>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.</td>
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Instructions for Preparation of Form HUD-50075-HP
Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section.

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information. specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR 9003.23(4)(c))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR 9043.128(a))

B. Annual Plan.

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

- Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is due, this information must also be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. 24 CFR 9003.7(a)(1) and 24 CFR 9003.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. 24 CFR 9003.7(a)(2)(ii)and 24 CFR 9003.12(b).

- Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR 9003.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. 24 CFR 9003.7(b). Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. 24 CFR 9003.7(b). A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR 9003.7(b) Describe the unit assignment policies for public housing. 24 CFR 9003.7(b).

- Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR 9003.7(c).

- Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR 9003.7(d).

- Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(e) of the 1987 Act. (24 CFR 9003.7(e) and 24 CFR 9003.12(b).

- Safety and Crime Prevention (VWAA). A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, or stalking, or to enhance victim safety in assisted families. (24 CFR 9003.7(m)(5).

- Pet Policy. Describes the PHA’s policies and requirements pertaining to the ownership of pets in public housing. (24 CFR 9003.7(n).

- Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. (24 CFR 9003.7(o)(2)(v)

- Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define significant amendment/modification, HUD will consider the following to be significant amendments or modifications: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website as: Notice-PH 1999-51, (24 CFR 9003.7(t)(2)(i).

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.
PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR 903.23(b))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

☐ Hope VI. 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for Hope VI, and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/programs/pih/hopevi/index.cfm. (Notice PIH 2010-30)

☐ Mixed Finance Modernization or Development. 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/programs/pih/hop6/index.cfm. (Notice PIH 2010-30)

☐ Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers or addresses), and the number of affected units along with their sizes and accessibility features for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/centers/acd/teno_dispo/index.cfm. (24 CFR 903.70(b))

☐ Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/centers/acd/conversion.cfm. (24 CFR 903.70(b))

☒ Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. (24 CFR 5983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

☐ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan. (24 CFR 5903.7(e)(1)(i))

B.4 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR 5903.7(p))

C. Other Document and/or Certification Requirements

C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

C.2 Civil Rights Certification. Form HUD-50077 SM-HP. PHA Certification of Compliance with the PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR 5903.7(b))

C.3 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark “yes,” submit the 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 5903.13(c), 24 CFR 5903.13)

C.4 Certification by State or Local Officials. Form HUD-50077 SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR 5903.13)

D. Statement of Capital Improvements

PHAs that receive funding from this requirement, the PHA must reference the most recent approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form 50075.2 approved by HUD on XXXXXXX."
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.