

Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2024 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2024 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

Your CoC Must Approve the Consolidated Application before You Submit It
- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2024 CoC Program Competition on behalf of your CoC.
- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

Attachments

Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

1A. Continuum of Care (CoC) Identification

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1A-1. CoC Name and Number: FL-601 - Ft Lauderdale/Broward County CoC

1A-2. Collaborative Applicant Name: Broward County, Florida

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Broward County, Florida

1B. Coordination and Engagement–Inclusive Structure and Participation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry.	
	NOFO Sections V.B.1.a.(1), V.B.1.e., V.B.1f., and V.B.1.p.	
	In the chart below for the period from May 1, 2023 to April 30, 2024:	
	1. select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC’s coordinated entry system; or	
	2. select Nonexistent if the organization does not exist in your CoC’s geographic area:	

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing CoC Board Members	Participated in CoC’s Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	No
2.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	No
3.	Disability Advocates	Yes	Yes	Yes
4.	Disability Service Organizations	Yes	No	Yes
5.	EMS/Crisis Response Team(s)	Yes	No	Yes
6.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
7.	Hospital(s)	Yes	Yes	Yes
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	No	No	No
9.	Law Enforcement	Yes	Yes	Yes
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
11.	LGBTQ+ Service Organizations	Yes	No	Yes
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	Yes	Yes	Yes
14.	Mental Health Service Organizations	Yes	Yes	Yes
15.	Mental Illness Advocates	Yes	Yes	Yes
16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes

17.	Organizations led by and serving LGBTQ+ persons	Yes	No	No
18.	Organizations led by and serving people with disabilities	Yes	No	No
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	Yes	Yes	Yes
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	Yes	Yes	Yes
24.	Substance Abuse Service Organizations	Yes	Yes	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	Yes
26.	Victim Service Providers	Yes	Yes	Yes
27.	Domestic Violence Advocates	Yes	Yes	Yes
28.	Other Victim Service Organizations	Yes	No	Yes
29.	State Domestic Violence Coalition	Yes	No	No
30.	State Sexual Assault Coalition	No	No	No
31.	Youth Advocates	Yes	No	Yes
32.	Youth Homeless Organizations	Yes	No	Yes
33.	Youth Service Providers	Yes	No	Yes
	Other: (limit 50 characters)			
34.	Chambers of Commerce	Yes	Yes	No
35.	Greater Alliance of Fort Lauderdale	Yes	Yes	No

1B-1a.	Experience Promoting Racial Equity.	
	NOFO Section III.B.3.c.	

Describe in the field below your CoC's experience in effectively addressing the needs of underserved communities, particularly Black and Brown communities, who are substantially overrepresented in the homeless population.

(limit 2,500 characters)

Broward County, FL, is one of the most ethnically diverse counties in the country and proud to be home to a racially diverse population comprised of persons who identify as White, Hispanic, Black, Asian, Pacific Islander, Native American and other ethnicities. The CoC, comprised of representatives from organizations which represent underserved communities, recognizes that homelessness disproportionately impacts Black, Brown, Indigenous, and other persons of color because of the inextricable link among poverty, race, and ethnicity. All CoC providers demonstrate sensitivity to Clients' primary languages and cultural backgrounds and shall not discriminate based on race, color, gender, sexual orientation, disability, religion, or national origin in providing housing and services to Clients. Our providers are required to have annual cultural competency trainings.

Our annual Homeless Symposium collects information from all persons, including those representatives of underserved communities. This feedback is communicated to the full CoC Board for policy consideration.

After anecdotal reports were received questioning the efficacy and potential racial/ethnic biases of the VI-SPADT (Vulnerability Index - Service Prioritization Decision Assistance Tool), the County employed a consultant who, after analysis, recommended the adoption of the MAP (Matching to Appropriate Placement), as an alternative tool. Before considering system-wide implementation in the CoC, a 3-month pilot was initiated for testing of the MAP in street outreach efforts. Providers are consulted to review the accuracy and reliability of the MAP assessment tool. They are considering if the MAP addresses or amplifies issues with racial/ethnic biases; if it should be used alongside other tools for gathering data points; and if it is appropriate to rely on it for countywide coordinated assessment.

We are continuously expanding access to HMIS through new CHO's with the 31 municipalities in Broward County and the courts to collect and share more comprehensive data which reflects all of our communities, including the underserved, particularly Black and Brown communities, who are substantially overrepresented in the homeless population.

Recognizing how homelessness impacts tribal communities, this year we have reached out to engage Tribes which call Broward home. We remain hopeful that they will accept our invitation to join CoC discussions and will continue our efforts to collaborate with them.

1B-2.	Open Invitation for New Members.	
	NOFO Section V.B.1.a.(2)	
	Describe in the field below how your CoC:	
1.	communicated a transparent invitation process annually (e.g., communicated to the public on the CoC's website) to solicit new members to join the CoC;	
2.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and	
3.	invited organizations serving culturally specific communities experiencing homelessness in your CoC's geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).	

(limit 2,500 characters)

1. The public can learn about the CoC and its composition, staff information, meeting schedules, and relevant Florida laws on our website. Strategies to solicit new members include:

- Inviting organizations to apply for annual RFPs (Requests for Proposals).
- Encouraging attendance at CoC Board and Committee meetings.
- Requesting participation in focus groups.

The CoC is committed to continuously strengthening one-on-one relationships with community stakeholders, including non-profit and for-profit organizations. Florida "Sunshine" Laws require CoC meetings to be open to the public, reasonable notice of meetings provided, and the recording of all meeting. The CoC Board Members recruit new members for the board or the CoC network of providers. The CoC annually solicits and invites new members to engage in the "A Way Home: Broward County, Florida's Annual Plan to End Homelessness".

2. Ensuring effective communication and access for persons with disabilities is paramount. All written material, notices, brochures, and information on events, services, and access to care are all posted on the County and HOSS-D (Housing Options, Solutions, and Supports Division) website and must be ADA-compliant. The CoC offers closed captioning for workshops regarding funding and other information. The CoC distributes materials for CoC meetings and subcommittee meetings in an electronic format. CoC Board and subcommittee meetings are in-person and available live on a virtual platform.

3. The CoC actively recruits culturally diverse organizations to participate and apply for funding through the Collaborative Applicant ("CA") and the County's general funds RFP. Reflecting the dynamic cultural diversity of Broward County, the CoC includes organizations and individual voting and non-voting members representing culturally specific communities experiencing homelessness. The CoC Board must consist of a diverse membership, which must consist of three elected municipal officials or their designees from municipalities designated as a HUD Community Development Block Grant Entitlement Community; one representative nominated by the Broward Workshop (an organization that includes Racial Equity as a key focus); and 1 representative nominated by CareerSource Broward. The CoC is currently reviewing its membership to consider addition of a seat for an individual representing LGBTQ+ persons experiencing homelessness.

1B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section V.B.1.a.(3)	

Describe in the field below how your CoC:

1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2.	communicated information during public meetings or other forums your CoC uses to solicit public information;
3.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
4.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

(limit 2,500 characters)

- 1.The CoC solicits opinions from stakeholders through various methods such as focus groups, Voices on the Street, information sessions, meetings with business leaders, the local Pillars of Prosperity Homeless Committee, and the Local Provider Stakeholders Council (LPSC), and consultations with national subject matter experts, providers, and participants to gain feedback on needs and gaps in our continuum.
- 2.The LPSC is a community-based group which provides information and solicits information in a public forum. Broward conducts "Coffee and Conversations" at local libraries for anyone interested in learning or providing feedback on solutions and needs regarding homelessness. Additionally, our Homeless Symposium generates a report summarizing the needs and gaps identified by providers, stakeholders, landlords, and individuals experiencing homelessness. Staff regularly attend, participate in, and/or present at community events where discussions of homelessness take place.
- 3.Broward County posts the above-mentioned public meetings on its website. Broward requires websites to be accessible to the widest possible audiences to ensure easy access to County Information and services for all, including people with disabilities. The CoC complies with the Americans with Disabilities Act (ADA), which mandates that state and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities. All physical meeting locations are physically accessible, and/or persons may attend via electronic platforms. The public is invited to participate in meetings via in person or virtual attendance.
- 4.Information gathered at the above public meetings or forums has been used to create programs and services to address issues of homelessness. The mobile showers, portable public restrooms, changes in congregate shelter settings, implementation of technology such as an App and Skan Point in HMIS, and the landlord marketing campaign, all implemented came as a result of public feedback from all types of stakeholders. The engagement of the Broward County School Board is a significant part of this comprehensive approach. Furthermore, the Consumer Advocacy and PONG (Performance, Outcomes, Needs and Gaps) subcommittee roles are to gather information to address improvements or new approaches to preventing and ending homelessness.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
	NOFO Section V.B.1.a.(4)	
	Describe in the field below how your CoC notified the public:	
	1. that your CoC will consider project applications from organizations that have not previously received CoC Program funding;	
	2. about how project applicants must submit their project applications—the process;	
	3. about how your CoC would determine which project applications it would submit to HUD for funding; and	
	4. ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.	

(limit 2,500 characters)

1.The CoC actively solicits proposals from organizations that have yet to receive funding. The County encourages organizations to register with AccessBroward.org to receive solicitations for all RFP opportunities. For those organizations that apply and are not successful, the County intentionally reaches out to provide technical assistance on grants and engage them in committee meetings and CoC activities. Solicitations, instructions and notices related to proposals for funding are posted on our website and in local newspapers.

2.The County publishes a Public Notice (PN) in print media at least 30 days before the proposed date. It also publishes a PN on the County’s Website and encourages all providers to register at AccessBroward.org. The 2024 NOFO Timeline, FAQs, and other resources are available on the County website. The County conducted public informational sessions via an electronic platform. The County accepted questions regarding technical assistance via email. Applications are submitted electronically via email.

3.The CoC determines which projects are submitted to HUD via the rating and ranking process in accordance with the Rating and Ranking policy. Both renewal and bonus/reallocation projects are subject to the rating and ranking . A threshold review of all submitted applications is conducted to assure that they satisfy the required parameters for submission. A volunteer committee comprised of persons with knowledge of homelessness in Broward County, conduct a subjective points analysis of the submitted applications, consistent with rating and ranking tool. The policy and tools are reviewed and approved by the HCoC Board and posted to the County website. All recommendations are voted on by the CoC Board.

4.The Broward CoC has several strategies for effectively communicating with individuals with disabilities through communication venues. All print material is ADA- compliant in an accessible electronic format, the workshop is also presented in Close Caption (“CC”) as well as recorded with the CC. If any special accommodations are requested, they are immediately met. Information related to the application process is available online and is discussed at all publicly-held, in-person and virtual meetings.

1C. Coordination and Engagement

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section V.B.1.b.	
	In the chart below:	
	1. select yes or no for entities listed that are included in your CoC’s coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or	
	2. select Nonexistent if the organization does not exist within your CoC’s geographic area.	

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	No
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	
18.		

1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section V.B.1.b.	

In the chart below select yes or no to indicate whether your CoC:

1.	Consulted with ESG Program recipients in planning and allocating ESG Program funds?	Yes
2.	Provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area?	Yes
3.	Ensured local homelessness information is communicated and addressed in the Consolidated Plan updates?	Yes
4.	Coordinated with ESG recipients in evaluating and reporting performance of ESG Program recipients and subrecipients?	Yes

1C-3.	Ensuring Families are not Separated.	
	NOFO Section V.B.1.c.	

Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported sexual orientation and gender identity:

1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated?	Yes
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure family members are not separated?	No
3.	Worked with CoC and ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients?	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance?	Yes
5.	Sought assistance from HUD by submitting questions or requesting technical assistance to resolve noncompliance by service providers?	Yes

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Describe in the field below the formal partnerships your CoC has with at least one of the entities where you responded yes in question 1C-4.

(limit 2,500 characters)

The Broward County School District has a formal written agreement for HMIS which provides access to all 332 schools in Broward County for the purpose of collaboration, tracking of families, and submission of housing referrals to the Coordinated Entry (CE) team. This improves coordination, referrals, information exchanges, and the ability to ensure individuals and families are identified more quickly.

Additionally, the Governance Charter provides for a seat on the CoC Board for the Broward County Schools HEART (Homeless Education Assistance Resource Team) Coordinator. The Youth and Families CoC subcommittee meets every other month to discuss issues regarding children and families. CoC and subcommittee meetings include detailed discussions regarding the numbers of unhoused families identified by the school system. At the start of each school year, each school surveys families regarding their living circumstances. That data is entered into HMIS and reviewed to determine the children and families who have not been engaged by the continuum. The County Contract Grant Administrator (CGA) and Coordinated Entry staff coordinate staffings with the Broward County School District regarding families in search of housing options.

1C-4b.	Informing Individuals and Families Who Have Recently Begun Experiencing Homelessness about Eligibility for Educational Services.	
	NOFO Section V.B.1.d.	

Describe in the field below written policies and procedures your CoC uses to inform individuals and families who have recently begun experiencing homelessness of their eligibility for educational services.

(limit 2,500 characters)

The CoC policy informs individuals and families who have recently begun experiencing homelessness about their eligibility based on the following principles: to ensure that these individuals and families receive information regarding their eligibility for educational services and to ensure educational stability and continuity, including allowing homeless children to remain in one stable school environment and provide access teachers, programs, peers, services and extracurricular activities. The CoC knows that education is a critical strategy for ending homelessness among families and unaccompanied youth. Furthermore, the CoC policy ensures all persons have access to these protections, regardless of race, nationality, sex, gender identity, sexual orientation or disability.

All programs in the CoC shall advise all individuals and families of the rights existing under the McKinney-Vento Homeless Assistance Act at intake, or other meetings, regardless of whether such information is requested; such information shall also be made available upon request.

CoC programs should place posters about the education rights of homeless children and youth, including local liaison contact information, in all their facilities. Homeless service providers should incorporate information regarding education rights into the standard intake process. Providers may wish to schedule a meeting with the CoCs HEART Coordinator as a follow-up to the initial intake. Homeless service providers that serve families and youth regularly should host informational sessions about education rights for their staff and clients. CoC programs shall designate a staff person to ensure that children are enrolled in school and connected to the appropriate services within the community.

1C-4c.	Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services:

		MOU/MOA	Other Formal Agreement
1.	Birth to 3 years	No	No
2.	Child Care and Development Fund	No	No
3.	Early Childhood Providers	No	No
4.	Early Head Start	No	No
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	No
6.	Head Start	No	No
7.	Healthy Start	No	No
8.	Public Pre-K	Yes	Yes
9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.			

1C-5.	Addressing Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking—Collaboration with Federally Funded Programs and Victim Service Providers.
	NOFO Section V.B.1.e.

In the chart below select yes or no for the organizations your CoC collaborates with:

	Organizations	
1.	State Domestic Violence Coalitions	No
2.	State Sexual Assault Coalitions	Yes
3.	Anti-trafficking Service Providers	Yes
	Other Organizations that Help this Population (limit 500 characters)	
4.	Legal Aid organizations	Yes

1C-5a.	Collaborating with Federally Funded Programs and Victim Service Providers to Address Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC regularly collaborates with organizations that you selected yes to in Question 1C-5 to:

1.	update CoC-wide policies; and
2.	ensure all housing and services provided in the CoC's geographic area are trauma-informed and can meet the needs of survivors.

(limit 2,500 characters)

1. Women in Distress (WID), the only nationally accredited, state-certified, full-service domestic violence center serving Broward County, has a seat on the CoC. Their participation assures that survivors of domestic violence, dating violence, sexual assault, and stalking have a voice in our policies. In addition, law enforcement is represented on the CoC, as is ChildNet, the Florida Department of Children and Families Community-Based Care lead agency. The expertise of these members is called upon to guide CoC policies related to domestic violence, dating violence, sexual assault, and stalking.

2. Our certified domestic violence provider and our Coordinated Entry and Assessment (CEA) teams communicate directly regarding individuals or families in need of shelter and services when fleeing violence. The CEA reviews and updates its written standards annually to ensure compliance with VAWA and Emergency Transfer Plans. To maintain confidentiality, WID uses a confidential database to track data outside of HMIS. They must submit quarterly outcome performance measures, including:

- a) a percentage of individuals who obtain permanent housing
- b) a percentage of individuals who increase income from all sources.
- c) a percentage of individuals who maintain permanent housing six months post-program discharge.

If these outcomes are unmet, the County provides a narrative and initiates a discussion to strategize solutions to identified barriers. Additionally, they participate in weekly shelter calls and the monthly Homeless Provider Stakeholders meeting, where they routinely address gaps in services. The CoC seeks to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities. CEA utilizes standardized assessment tools that assist the provider in consistently evaluating the level of need of individuals and families accessing services. All tools focus on the length of literal homelessness and residential instability, the number of children, trauma history, substance abuse history, and employment history. Providers must have relocation policies to deploy resources rapidly when a victim is at risk. All providers are required to use trauma-informed techniques that meet the needs of survivors .

1C-5b.	Implemented Safety Planning, Confidentiality Protocols in Your CoC's Coordinated Entry to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC's coordinated entry addresses the needs of DV survivors by including:	
	1. safety planning protocols; and	
	2. confidentiality protocols.	

(limit 2,500 characters)

1. Broward County’s CoC provides all individuals and families seeking CoC program assistance information about our continuum of care services for survivors of domestic violence from the first point of contact or entry with our Street Outreach throughout their journey in our continuum of care. Our team communicates this information through program handouts, brochures, and in-person. Interviewers ask survivors about possible abuse or danger and safety concerns. If there is an indication of an issue, the interviewers immediately offer a referral to the Broward Certified Domestic Violence provider. Referrals are made to the provider via phone call to protect the identity and safety of the survivor. We advise participants about their rights under VAWA and the CoC, and all providers implement a relocation policy for victims. Each year, the CEA reviews and updates Written Standards to ensure compliance with VAWA and Emergency Transfer Plans.

2. Women in Distress (WID) is not required to enter data into HMIS. However, WID can prioritize clients and they all benefit from CoC-funded housing through a process that protects their information and limits information related to their Category. WID uses a confidential database to track data outside of HMIS to maintain confidentiality and is required to submit quarterly outcome performance measures, including:

- a) percentage of individuals who obtain permanent housing,
- b) percentage of individuals who increase income from all sources.
- c) percentage of individuals who maintain permanent housing six months post-program discharge.

Confidential information transmitted via email utilizes encryption. We destroy documents after use. We update the Written Standards of Care in consultation with WID each year. The Written Standards are reviewed and voted on by the Housing Action Committee, the Performance Outcomes Needs and Gap Committee, and the CoC. The Written Standards include safety planning protocols for all providers.

1C-5c.	Coordinated Annual Training on Best Practices to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

In the chart below, indicate how your CoC facilitates training for project staff and coordinated entry staff that addresses best practices on safety planning and confidentiality protocols:

		Project Staff	Coordinated Entry Staff
1.	Training Occurs at least annually?	Yes	Yes
2.	Incorporates Trauma Informed best practices?	Yes	Yes
3.	Incorporates Survivor-Centered best practices?	Yes	Yes
4.	Identifies and assesses survivors’ individual safety needs?	Yes	Yes
5.	Enhances and supports collaboration with DV organizations?	Yes	Yes
6.	Ensures survivors’ rights, voices, and perspectives are incorporated?	Yes	Yes
	Other? (limit 500 characters)		
7.			

1C-5d.	Implemented VAWA-Required Written Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below:	
1.	whether your CoC's written policies and procedures include an emergency transfer plan;
2.	how your CoC informs all households seeking or receiving CoC Program assistance about their rights to an emergency transfer;
3.	what your CoC requires households to do to request emergency transfers; and
4.	what your CoC does in response to households requesting emergency transfers.

(limit 2,500 characters)

1. Broward County's CoC written policies and procedures require all providers to implement a written emergency transfer plan which allows individuals and families experiencing trauma or a lack of safety related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, and/or stalking to request a transfer from their current unsafe unit to a new safe unit. This opportunity is available to everyone, irrespective of race, nationality, sex, gender identity, or sexual orientation.
2. All programs advise all households of VAWA protections at intake, recertification, or other participant meetings, regardless of whether such information is requested and regardless of known survivor status; information is also available upon request.
3. A participant who has experienced domestic violence, dating violence, sexual assault, or stalking qualifies for an emergency transfer if there is a reasonable belief that remaining in the current unit poses an imminent threat of harm. A participant must submit a written request to the County or provider staff which contains a declaration indicating that the participant has a reasonable belief of an imminent threat of harm if he/she/they continue to reside in the same dwelling unit OR a statement confirming that the participant is a victim of sexual assault, with the incident having occurred on the premises within the 90-calendar-day period before the tenant requested an emergency transfer. We provide reasonable accommodations for individuals with disabilities. Victims do not need to provide, and shall not be asked to provide a police report, hospital records, or other such evidence of violence. Participants can make as many requests as needed, as long as they meet the eligibility criteria for the transfer.
4. We prioritize all emergency transfers. We assign a housing navigator to assist participants in locating new housing and screen the participant for financial assistance to facilitate the move. The participant is offered a referral to Women in Distress for possible shelter and services. If the participant chooses to stay in the current housing while awaiting relocation, we urge him/her to take all necessary precautions to remain safe. We also refer victims to a legal services provider to help obtain an injunction for protection against domestic violence for themselves and their children, as well as to assist with terminating any existing lease. We will make further referrals as needed

1C-5e.	Facilitating Safe Access to Housing and Services for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC ensures households experiencing trauma or a lack of safety related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within your CoC's geographic area.

(limit 2,500 characters)

Victims may avail themselves of all services offered in the CoC and are not limited to seeking assistance from only victim service organizations. After an assessment of the participant's needs, referrals are made to any and all relevant services on an individualized basis.

It is the policy of the CoC to ensure all services are available to all persons, irrespective of race, nationality, sex, gender identity, sexual orientation, or trauma. It is the policy of the CoC to recognize that domestic violence, dating violence, sexual assault, and stalking are cycles of abuse that require holistic services. It is also the policy of the CoC to recognize that requiring victims to participate in victim services, obtain an order of protection, file a police report, or seek medical attention could re-traumatize the victim and/or heighten the risk of danger and lethality.

No provider or service shall disqualify a participant based on a history of abuse. The CoC and its providers recognize that victims often are burdened by allegations of violence in their rental units, arrests for defending themselves, nonpayment of rent issues, and police calls, all related to their victimizations, all of which often result in eviction proceedings. We do not treat these events as barriers to any service.

Our providers actively a robust referral system and coordination of services, facilitated by our HMIS system. The County hosts provider meetings at which information regarding services is made available. County staff are also available to facilitate referrals.

Each provider utilizes a trauma-informed, client-driven, and culturally relevant approach screening tool. The selection of appropriate screening tools is an open dialogue amongst the providers from whom County staff seek anecdotal and evidence-based feedback to ensure that they utilize optimal screening tools that address physical, emotional, safety, privacy, and confidentiality needs. The continuum is committed to maintaining the confidentiality of victims of trauma and violence. By way of example, and not limitation, our victim service and legal assistance providers are not required to enter data into HMIS to protect victim confidentiality, and encrypted messages are utilized for confidential emails. The CoC relocation policy ensures any information submitted by the participant concerning an emergency transfer request, as well as details concerning the emergency transfer itself, remain confidential.

1C-5f.	Identifying and Removing Barriers for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC ensures survivors receive safe housing and services by:

- | | |
|----|---|
| 1. | identifying barriers specific to survivors; and |
| 2. | working to remove those barriers. |

(limit 2,500 characters)

1.The CoC and its providers recognize that victims often are burdened by allegations of violence in their rental units, arrests for defending themselves, nonpayment of rent issues, and police calls, all related to their victimizations and all of which often result in eviction proceedings. Further, the CoC recognizes that children are often used as tools to victimize a parent when the abuser seeks custody, withholds child support or makes allegations of abuse, abandonment or neglect against the victim-parent.

2.Referrals are made to legal service providers to remove barriers to housing. Legal service providers defend against eviction when premised upon facts related to victimization. Referrals are also made to legal services to obtain injunctive relief for the victim and minor children; to consider filing for other civil relief such as divorce or paternity actions; and to defend against baseless allegations of abuse, abandonment or neglect.

The CoC Board includes a robust team of individuals with unique experience and passion. The Florida Department of Children and Families holds a seat on the CoC to assure we recognize that the child protection system may be used as a weapon against victims, and which may also impose additional barriers upon housing. Victims are further supported by the CoC which includes in its voting membership, a domestic violence service representative. Financial incentives are used to encourage landlords to accept victims with housing barriers imposed by their victimization history.

The School Board of Broward County holds a voting seat on the CoC to include the voices of children and educators who are uniquely positioned to develop strategies to remove barriers for victims and their children.

Further, we recognize barriers may also be inadvertently embedded in our other systems which disproportionately impact victims of abuse, particularly those in low-income or minority communities. To that end, we include in our CoC voting membership, representatives of law enforcement, the County Commission, Chambers of Commerce, the business community, the public housing authorities, and other housing advocates representing the interests of veterans, the faith-based community and youth. Finally, our CoC includes a hospital district representative who can aid in removing barriers victims face in the health care system.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+--Anti-Discrimination Policy and Equal Access Trainings.	
	NOFO Section V.B.1.f.	

	1. Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
	2. Did your CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	No
	3. Did your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs (Gender Identity Final Rule)?	No

1C-6a.	Anti-Discrimination Policy--Updating Policies--Assisting Providers--Evaluating Compliance--Addressing Noncompliance.	
	NOFO Section V.B.1.f.	

Describe in the field below:

1.	how your CoC regularly collaborates with LGBTQ+ and other organizations to update its CoC-wide anti-discrimination policy, as necessary to ensure all housing and services provided in the CoC are trauma-informed and able to meet the needs of LGBTQ+ individuals and families;
2.	how your CoC assisted housing and services providers in developing project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy;
3.	your CoC's process for evaluating compliance with your CoC's anti-discrimination policies; and
4.	your CoC's process for addressing noncompliance with your CoC's anti-discrimination policies.

(limit 2,500 characters)

1. To update policies, the CoC consults with the Broward County Housing Options, Solutions and Supports Division, Human Rights Section, CareResource (an organization that works with issues facing the LGBTQ+ community), the School Board of Broward County (representing the issues facing LGBTQ+ youth in the education system) and the Broward County Community Partnerships Division which is responsible for planning, coordinating, administering, and evaluating a comprehensive range of trauma-informed programs for both children and adults.
2. The Broward County Housing Options, Solutions, and Supports Division (HOSS-D), which manages the CoC-funded programs, made a strategic decision effective February 2023 to merge the administration and provision of community-based programs and services for individuals and families experiencing or at imminent risk of homelessness in Broward County with the Human Rights Section. Our Human Rights team investigates unlawful discrimination in employment, housing, and public accommodation to ensure residents can live, work, and enjoy equal access to facilities open to the public in an environment free of unlawful discrimination, harassment, intimidation, and retaliation. This Section acts as the County's designated investigative entity for Broward Human Rights Act violations. This strategic approach coordinates an array of funding to implement innovative, practical, outcome-based approaches to alleviate homelessness and its causes in Broward County through the Homeless Continuum of Care Program. The CoC consults this team to develop anti-discrimination policies consistent with the CoC-wide anti-discrimination policies.
3. The HOSS-D contract grant administrators meet monthly with providers to review performance and provide technical assistance. , Annually, our quality assurance team monitors each provider's compliance with their contracts and regulations. In the event, a complaint, including one alleging LGBTQ+ discrimination, is filed against a provider the HOSS-D team will review the complaint, provide technical assistance, and intervene as appropriate if there is a violation of the anti-discrimination policies.
4. Allegations of violations of anti-discrimination policies are referred to Broward County Housing Options, Solutions, and Supports Division, Human Rights Section and to the HOSS-D contract grant team for review of noncompliance with contract terms.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area–New Admissions–General/Limited Preference–Moving On Strategy.	
	NOFO Section V.B.1.g.	

You must upload the PHA Homeless Preference\PHA Moving On Preference attachment(s) to the 4B. Attachments Screen.

Enter information in the chart below for the two largest PHAs highlighted in gray on the current CoC-PHA Crosswalk Report or the two PHAs your CoC has a working relationship with—if there is only one PHA in your CoC's geographic area, provide information on the one:

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing or Housing Choice Voucher Program During FY 2023 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Broward County Housing Authority	29%	Yes-HCV	Yes
Housing Authority of the City of Fort Lauderdale	5%	Yes-HCV	No

1C-7a.	Written Policies on Homeless Admission Preferences with PHAs.	
	NOFO Section V.B.1.g.	

Describe in the field below:

1. steps your CoC has taken, with the two largest PHAs within your CoC's geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference—if your CoC only has one PHA within its geographic area, you may respond for the one; or
2. state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference.

(limit 2,500 characters)

1.The CoC works with the City of Housing Authority of the City of Fort Lauderdale Public (“HACFL”) and Broward County Housing Authority (BCHA) to adopt homeless admission preferences. HACFL and BCHA are the two largest PHAs in Broward County. BCHA has a preference for 79 persons on the waitlist who are homeless and eligible for the Mainstream Disability program. The BCHA also participates in the HUD-VASH, Family Unification Program, Foster Youth to Independence, and Emergency Housing Voucher programs which serve individuals and families who are experiencing homelessness or who are high risk of homelessness.

HACFL has two (2) written policies regarding Homeless Admission Preferences:
– A local preference for 66 Non-Elderly persons with disabilities who are experiencing or have experienced homelessness.
- A local preference to serve 20 families from the Broward County homelessness programs.

The CoC will continue working with BCHA and HACFL through their PHA processes to discuss amending their plans to increase preferences for the homeless.

2.N/A

1C-7b.	Moving On Strategy with Affordable Housing Providers.	
	Not Scored–For Information Only	

Select yes or no in the chart below to indicate affordable housing providers in your CoC’s jurisdiction that your recipients use to move program participants to other subsidized housing:

1.	Multifamily assisted housing owners	Yes
2.	PHA	Yes
3.	Low Income Housing Tax Credit (LIHTC) developments	Yes
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

1C-7c.	Include Units from PHA Administered Programs in Your CoC's Coordinated Entry.	
	NOFO Section V.B.1.g.	

In the chart below, indicate if your CoC includes units from the following PHA programs in your CoC’s coordinated entry process:

1.	Emergency Housing Vouchers (EHV)	Yes
2.	Family Unification Program (FUP)	Yes
3.	Housing Choice Voucher (HCV)	Yes
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	Yes

5.	Mainstream Vouchers	Yes
6.	Non-Elderly Disabled (NED) Vouchers	No
7.	Public Housing	No
8.	Other Units from PHAs:	

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness. NOFO Section V.B.1.g.	
--------	--	--

1.	Did your CoC coordinate with a PHA(s) to submit a competitive joint application(s) for funding or jointly implement a competitive project serving individuals or families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other programs)?	No
		Program Funding Source

2.	Enter the type of competitive project your CoC coordinated with a PHA(s) to submit a joint application for or jointly implement.	n/a
----	--	-----

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV). NOFO Section V.B.1.g.	
--------	--	--

	Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes
--	--	-----

1D. Coordination and Engagement Cont'd

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1D-1.	Preventing People Transitioning from Public Systems from Experiencing Homelessness.	
	NOFO Section V.B.1.h.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the public systems listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1.	Prisons/Jails?	Yes
2.	Health Care Facilities?	Yes
3.	Residential Care Facilities?	Yes
4.	Foster Care?	Yes

1D-2.	Housing First—Lowering Barriers to Entry.	
	NOFO Section V.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2024 CoC Program Competition.	21
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2024 CoC Program Competition that have adopted the Housing First approach.	21
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, SSO non-Coordinated Entry, Safe Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in the FY 2024 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1D-2a.	Project Evaluation for Housing First Compliance.	
	NOFO Section V.B.1.i.	

You must upload the Housing First Evaluation attachment to the 4B. Attachments Screen.
 Describe in the field below:

1.	how your CoC evaluates every project—where the applicant checks Housing First on their project application—to determine if they are using a Housing First approach;
2.	the list of factors and performance indicators your CoC uses during its evaluation;
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach; and
4.	what your CoC has done to improve fidelity to Housing First.

(limit 2,500 characters)

1. Broward County’s CoC evaluates every provider’s operations during yearly monitoring, recurrent monthly meetings, and ongoing by-name lists and staffings to ensure compliance to a Housing First approach among other factors. Contract Agreements, Service Delivery Models, Written Standards, and the Provider Handbook all specify the Housing First Model as the standard of care for Broward County’s CoC. Individual staffings are guided by these principles as well.

2. Broward County’s CoC has specific Service Delivery Models with tailored outcome measures for each type of project. Factors and performance indicators utilized include timeliness of acceptance of referrals; timeliness of move-in dates from referral date; rejection of referrals and reasons. Access to programs is not contingent upon minimum income requirements, lack of a criminal record, participation in treatment or other services, clean eviction history, poor credit history, or other conditions. Reasonable accommodations are available to accommodate disabilities. Case plans are individually designed, reviewed with tenants and updated as needed. Rent delinquencies and other potential noncompliance with caseplans or leases are not automatic bases for termination from programs. Instead, casemanagers review challenges with the participants to get them back on track and avoid homelessness. Services are informed by harm-reduction and trauma-informed philosophies.

3. All programs include a Housing First approach. Monthly meetings and annual monitoring are conducted with every provider to discuss contractual agreements, fiscal utilization, and other issues including compliance with Housing First approach. Programs which wish to propose termination of a participant from services must staff those cases with HOSS-D, at which time a housing first approach guides the conversation.

4. Broward County’s CoC continues to improve its Service Delivery Models and Written Standards to improve the performance of the system of care, including fidelity to Housing First. Additionally, staff continuously engage(s) in training, research about best practices, and research of state and federal regulations to ensure compliance. Furthermore, during monitoring, monthly meetings, and technical assistance sessions, the findings and regulations are reinforced with funded providers.

1D-3.	Street Outreach—Data—Reaching People Least Likely to Request Assistance.	
	NOFO Section V.B.1.j.	

Describe in the field below how your CoC tailored its street outreach to people experiencing homelessness who are least likely to request assistance.

(limit 2,500 characters)

Broward County’s CoC utilizes a no-wrong door approach to access to the CoC. Broward County’s CoC has traditional street outreach teams that coordinate access to services and shelter; and a Helpline that facilitates entry, assessment, and diversion for people experiencing homelessness, or at risk of homelessness. Medical and mental health practitioners are part of the street outreach teams to further engage people less likely to request assistance. Broward County’s CoC has employed strong cross-system collaborations with the geographical area behavioral health system, healthcare systems, judicial system, older adult system, veteran affairs system, DV system, children services system.

Additionally, the CoC has collaborated with and launched state-of-the art projects to address specific areas or populations; for example, the CoC has been coordinating outreach projects at the local international airport and across the public transportation system. The CoC has a strong collaboration with the local hospital districts, the Managing Entity, the criminal justice system, and the major municipalities within the geographical area. New partnerships are being created with the older adult and veterans’ systems.

Our street outreach includes a team focused on individuals and another team dedicated to families, to assure their unique needs are met. These street outreach teams literally meet people where they are. Teams working with families understand the additional challenges for parents who fear children will be removed and placed in foster care due to homelessness and therefore they are less likely to request assistance. Our professionals know that outreach often means 6-7 attempts to engage a person experiencing homelessness; and so while they are persistent, they are not assertive, and instead offer a caring and understanding opportunity to accept assistance. Outreach is conducted with an understanding that Veterans often suffer from PTSD and other challenges unique to their service. South Florida also has a unique situation where we are home to large numbers of aging persons who are being priced out of their once-affordable homes. Our teams conduct outreach with the understanding that chronic homelessness shortens life expectancy and advances the aging process. Outreach is tailored to understanding these, and other, unique characteristics of unhoused persons.

1D-4.	Strategies to Prevent Criminalization of Homelessness.	
	NOFO Section V.B.1.k.	

Select yes or no in the chart below to indicate your CoC’s strategies to prevent the criminalization of homelessness in your CoC’s geographic area:

	Your CoC’s Strategies	Engaged/Educated Legislators and Policymakers	Implemented Laws/Policies/Practices that Prevent Criminalization of Homelessness
1.	Increase utilization of co-responder responses or social services-led responses over law enforcement responses to people experiencing homelessness?	Yes	Yes
2.	Minimize use of law enforcement to enforce bans on public sleeping, public camping, or carrying out basic life functions in public places?	Yes	Yes

3.	Avoid imposing criminal sanctions, including fines, fees, and incarceration for public sleeping, public camping, and carrying out basic life functions in public places?	Yes	No
4.	Other:(limit 500 characters)		
	Florida's HB 1365, which became law on October 1, 2024 preempts counties from authorizing individuals to regularly sleep on public property. While it remains to be seen how this law will be enforced, Broward leads in the provision of services to address the needs of the most vulnerable in our community. Our partners will continue to work together in a multi-disciplinary collaborative effort to address homelessness, led by the CoC and the Housing Options, Supports and Solutions staff (HOSS-D).	No	Yes

1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
	NOFO Section V.B.1.i.	

		HIC Longitudinal HMIS Data	2023	2024
	Enter the total number of RRH beds available to serve all populations as reported in the HIC or the number of households served per longitudinal HMIS data, e.g., APR.	HIC	639	266

1D-6.	Mainstream Benefits–CoC Annual Training of Project Staff.	
	NOFO Section V.B.1.m.	

Indicate in the chart below whether your CoC trains program staff annually on the following mainstream benefits available for program participants within your CoC's geographic area:

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	SSDI–Social Security Disability Insurance	Yes
4.	TANF–Temporary Assistance for Needy Families	Yes
5.	Substance Use Disorder Programs	Yes
6.	Employment Assistance Programs	Yes
7.	Other (limit 150 characters)	
	Veterans Benefits	Yes

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section V.B.1.m	

Describe in the field below how your CoC:

- works with projects to collaborate with healthcare organizations, including those that provide substance use disorder treatment and mental health treatment, to assist program participants with receiving healthcare services, including Medicaid; and
- promotes SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.

(limit 2,500 characters)

1. Broward County's CoC works closely with the healthcare system and the Department of Children and Families (DCF) by coordinating access and collaboration. Broward Behavioral Health Coalition, Inc. (BBHC) as Broward's local Managing Entity, is responsible for the contracting, monitoring, clinical quality oversight and performance improvement of the DCF/State funded behavioral health services. BBHC provides a comprehensive system of care for substance use, mental health, and co-occurring disorders for individuals in Broward County. BBHC sits on the CoC and its Director of Housing and SOAR Entitlements is the Chair of the CoC Housing Action subcommittee. The CoC works with the Veterans Administration and local veteran organizations to obtain medical and psychological services for veterans. Additionally, the healthcare system has designated clinics for low-income people and those experiencing homelessness, and the CoC's sub-recipients regularly refer to those clinics. Additionally, Broward County's CoC funds a Mobile Clinic unit that serves the part of the geographical area, while the other part of the geographical area is served directly by the designated hospital district. Both hospital districts hold a chair on the HCoC Board. Broward County's CoC regularly collaborates with the Managing Entity, which funds agencies that provide substance abuse and mental health services. Broward County's Human Services Department includes not only HOSS-D (dedicated to managing the County homeless services) but also our Broward Addiction Recovery Center (BARC) which is dedicated to helping clients attain a healthy and satisfying lifestyle focusing on individual recovery, improved life management skills, enhanced interpersonal relationships and involvement in community support group. In Florida, the Agency for Health Care Administration is responsible for Medicaid. The Agency successfully completed the implementation of the Statewide Medicaid Managed Care (SMMC) program in 2014. Under the SMMC program, most Medicaid recipients are enrolled in a health plan. Projects refer eligible participants for Medicaid enrollment.

2. Broward County's CoC regularly refers clients to the geographical area's designated SOAR specialist to assist people without sources of income to apply for SSI/SSDI benefits. All providers are contractually obligated to make these referrals where appropriate. Additionally, the CoC funds a local agency to help people apply for those benefits.

ID-7.	Partnerships with Public Health Agencies—Collaborating to Respond to and Prevent the Spread of Infectious Diseases.	
	NOFO Section V.B.1.n.	
	Describe in the field below how your CoC effectively collaborates with state and local public health agencies to develop CoC-wide policies and procedures that:	
1.	respond to infectious disease outbreaks; and	
2.	prevent infectious disease outbreaks among people experiencing homelessness.	

(limit 2,500 characters)

1.The CoC responds to infectious disease outbreaks using trauma-informed methods to minimize the impact on people experiencing homelessness. Our response involves collaborating with public health agencies, federally qualified health centers, and other healthcare partners to enhance the CoC’s readiness and ability to address infectious disease incidents. Based on CDC guidelines, Broward County’s Emergency plans include provisions for preparedness and response to infectious disease outbreaks. Special Needs Shelters are accessible for individuals with medical conditions requiring special care during an emergency. The CoC Board includes local hospitals. CoC programs offer various services such as food, respite, healthcare, showers, hygiene supplies, shelters, and transportation which are critical to managing infectious disease outbreaks. The CoC relies on the expertise and guidance of organizations like the Centers for Disease Control (CDC), Department of Veterans Affairs (VA), Federal Emergency Management Agency (FEMA), Department of Housing and Urban Development (HUD), United States Interagency Council on Homelessness (USICH), Department of Health and Human Services (HHS) for guidance in appropriate response tools. In addition, our HOSS-D staff is part of the County Emergency Response Team which responds to infectious disease outbreaks.

2.CoC programs offer various services such as food, respite, healthcare, showers, hygiene supplies, shelters, and transportation which are critical to preventing infectious disease outbreaks. HIV/AIDS providers at our homeless symposium and community court perform onsite testing, distribute condoms and information to prevent the spread. All shelters must have protocols for disease prevention, screening, and response. Outreach workers and staff have access to personal protective equipment (PPE) and cleaning supplies for their safety and distribution to people experiencing homelessness. Partners must report diagnoses or suspicions of infectious diseases to the Florida Department of Health. Outreach efforts include the providing feminine products, condoms, deodorant and other personal items to those experiencing homelessness. Cooling tents and water are also offered during hot months.

ID-7a.	Collaboration With Public Health Agencies on Infectious Diseases. NOFO Section V.B.1.n.	
Describe in the field below how your CoC:		
1.	effectively shared information related to public health measures and homelessness; and	
2.	facilitated communication between public health agencies and homeless service providers to ensure street outreach providers and shelter and housing providers are equipped to prevent or limit infectious disease outbreaks among program participants.	

(limit 2,500 characters)

1. The CoC is in contact with both the CDC and local and state Department of Health regarding trends and public health measures as they relate to individuals experiencing homelessness. During extreme heat activations, the CoC's network of providers worked in conjunction with the local DOH to set up cooling tents, disseminate water and cooling towels as well as educated providers on signs of heat exhaustion. This same partnership involves collaboration during other extreme weather events and public health crises. Broward County's Emergency Management team activates in the event of a disease outbreak. Information is available to the public and providers regarding public health issues via websites, email blasts, and local media reports.

2. Broward County's CoC ensures that all staff responsible for providing direct services to people experiencing homelessness communicate regularly and consistently on issues regarding public health measures and homelessness. During monthly calls, they routinely ask providers if they need resources to help stem the issue of infectious disease or conduct infection control activities. The outreach coordinator with the local DOH works closely with the CoC and providers on any communication of concerns, information, needs, and trends on prevention and outbreak control. When local alerts are issued regarding public health issues, an email blast is sent to all providers to ensure they receive the information. Broward County's CoC continues to provide cleaning supplies, disinfected cleaning solutions, wipes, water, gloves, masks, gowns, etc., to all providers to ensure they have the necessary supplies. Dissemination of information related to infectious disease is communicated in a trauma-informed approach, recognizing that people experiencing homelessness have past trauma which could complicate their reaction to a health crisis. Providers create communications to the public that are culturally sensitive and available in multiple languages. The CoC trains and expects providers to communicate with their clients about how to protect themselves and seek care if they become ill.

1D-8.	Coordinated Entry Standard Processes.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	can serve everybody regardless of where they are located within your CoC's geographic area;	
2.	uses a standardized assessment process to achieve fair, equitable, and equal access to housing and services within your CoC;	
3.	collects personal information in a trauma-informed way; and	
4.	is updated at least annually using feedback received from participating projects and households that participated in coordinated entry.	

(limit 2,500 characters)

1. Broward County's CoC covers the entirety of Broward County, and street outreach can be deployed to the entire geographical area upon request. The CoC supplies providers with electronic tablets to use during outreach to assure they real-time have access to information. Our CoC widely publishes a services hotline number to persons experiencing homelessness that includes information about housing and services available in our CoC's geographic area.

2. Broward County's CoC continues to use the VI-SPDAT as one of the tools to assess vulnerability. Additionally, the CoC has several tailored assessments to prioritize access to shelter and housing. We are convening a team of program providers to review the efficacy of the MAP and VI-SPDAT as appropriate tools for assessment and prioritization, especially in light of potential racial bias. After review, the CoC partners will determine the appropriate tool or combination of tools to be available for providers. The CoC continues to engage in HUD Roundtables and Workgroups to learn about best practices around the country. The Written Standards and the Provider Handbook provide simple and specific policies that address most scenarios of the CoC and which require equitable and equal compliance to standards of care. Additionally, input from our HUD TA and other national subject matter experts is used to ensure the most current best practices are incorporated into the CEA system.

3. As part of their compliance process, all Broward County CoC providers must complete Trauma-Informed Care training which includes the collection of information in a trauma-informed manner.

4. Broward County's CoC reviews its Written Standards and Provider Handbook annually. Part of the information utilized for such review comes from: client surveys, provider surveys, Homeless Symposium Focus Groups, feedback from the HCoC Committees, and input from CoC Operations. Quarterly, providers are required to report customer satisfaction surveys for quality assurance. The feedback from all of these sources is used to enhance our coordinated entry process.

1D-8a.	Coordinated Entry–Program Participant-Centered Approach.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;	
2.	prioritizes people most in need of assistance;	
3.	ensures people most in need of assistance receive permanent housing in a timely manner, consistent with their needs and preferences; and	
4.	takes steps to reduce burdens on people seeking assistance.	

(limit 2,500 characters)

1. Primarily through a cross-system collaboration, Broward has several approaches to reach to those least likely to apply for assistance. Broward County’s CoC has a Hospital Liaison to bridge the gap between healthcare and homeless system and the CoC is instrumental in the three County’s Community Courts, bridging the gap between criminal justice and homeless system. Additionally, the CoC has piloted and enacted special projects at Fort Lauderdale International Airport and through the County’s Transit System. Broward County’s CoC additionally has a Direct Services team that facilitates prevention, diversion, and special circumstances.

2. Broward County’s CoC has a multiple-factor system to prioritize interventions based on vulnerability. Factors such as current living situation, age, gender, family composition, history, and disabilities increase the vulnerability and priority of those individuals and families. By-Name-Lists are an essential part of this process to also determine the level of readiness of those individuals and families. The prioritization process for housing interventions is outlined in the Written Standards.

3. Broward County’s CoC has a strong prioritization system and an efficient referral system for housing intervention to ensure no opening remains un-referred for an extended period (target is within a week). Furthermore, the Coordinated Entry team tracks the referral outcome to be addressed in a timely manner (within 3 days) and the housing search and move-in process to be within a reasonable length of time (45 days) thereby ensuring the needs and preferences of the client are met. The Coordinated Entry team works closely with the Contracts Administration team to ensure referrals and utilization are synchronized.

4. Broward County’s CoC is continuously seeking ways to reduce burdens for people seeking assistance. From a no-wrong-door approach to a centralized and engaged Helpline, and with seasoned outreach team to an efficient CE system, Broward County’s CoC continues to improve the way it serves the community to continue to be low-barrier and client-centered. The entire CoC system is premised upon a Housing First approach.

1D-8b.	Coordinated Entry–Informing Program Participants about Their Rights and Remedies–Reporting Violations.	
	NOFO Section V.B.1.o.	

Describe in the field below how your CoC through its coordinated entry:	
1.	affirmatively markets housing and services provided within the CoC’s geographic area and ensures it reaches all persons experiencing homelessness;
2.	informs program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws; and
3.	reports any conditions or actions that impede fair housing choice for current or prospective program participants to the jurisdiction(s) responsible for certifying consistency with the Consolidated Plan.

(limit 2,500 characters)

1. Broward County's CoC markets housing and services through all of its access points. Street outreach providers, specialized law enforcement officers, the criminal justice diversion courts, hospital districts, including the substance abuse and behavioral health system amongst other systems of care all communicate the wide range of services available to persons experiencing homelessness. Our collaborative approach facilitates easy referrals and provision of wrap-around services. Our three community courts bring all providers together in "one-stop shops", including representatives from our coordinated entry team. Our CoC advertises housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status, or disability. The CoC's Coordinated Entry team provides quarterly trainings and on demand presentations regarding how the system of care operates and serves those experiencing homelessness. The County's Human Rights section, embedded in the County HOSS division which manages the county homeless services, assists coordinated entry by conducting extensive outreach throughout the entire geographic area to build public awareness regarding discrimination in housing which is critical in the prevention of homelessness.

2. Every individual receiving services through the CoC receives information regarding their rights and remedies available under federal, state, and local fair housing and civil rights laws. This is monitored annually. Participants are notified of the services available in through the Human Rights Section.

3. Broward County's CoC Processes and Procedures include reviewing the housing timeliness of prioritized and referred participants. Additionally, individuals that refuse emergency shelter placement still have the option of working towards permanent housing solutions while remaining unsheltered. The Human Rights Section of HOSS-D is the entity that holds the jurisdiction to address complaints regarding fair housing and civil rights for our consolidated plan. Having this section within HOSS-D, which also includes CE, has proven to be immensely helpful in supporting individuals who need assistance in addressing any violations.

1D-9.	Advancing Racial Equity in Homelessness—Conducting Assessment.	
	NOFO Section V.B.1.p.	

1.	Has your CoC conducted a racial disparities assessment in the last 3 years?	Yes
2.	Enter the date your CoC conducted its latest assessment for racial disparities.	04/01/2023

1D-9a.	Using Data to Determine if Racial Disparities Exist in Your CoC's Provision or Outcomes of CoC Program-Funded Homeless Assistance.	
	NOFO Section V.B.1.p.	

Describe in the field below:

1.	the data your CoC used to analyze whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance; and
----	---

2.	how your CoC analyzed the data to determine whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance.
----	---

(limit 2,500 characters)

1. South Florida is proud to be home to one of the most ethnically diverse populations in the Country. Broward County's CoC process for identifying and analyzing racial disparities includes a review of quantitative data sources such as the Point in Time Count, qualitative sources such as anecdotal reports, focus groups, and other interviews of those experiencing homelessness, and formerly homeless persons. The CoC conducts a review of provider narratives to identify structural patterns, including barriers in education, accumulated adverse health impacts, incarceration, and generational poverty. Analysts can perform this through the review of data such as system performance measures and the annual performance report. Additionally, the CE Team reviews the referral demographics compared to the Move-In Date demographics to establish any disparities during the housing process.

2. While poverty is a factor in homelessness rates, an analysis of the data recognizes other factors are involved. For example, affordability rates of housing dominate the homelessness crisis; however, when race, gender, poverty, and nationality are implicated, an analysis will reveal increased rates of homelessness among marginalized groups. The causes of homelessness are complicated. Historically, systemic racism has been a key factor in homelessness, and therefore, the analysis in Broward is conducted through a racial equity lens. One example of the CoC's analysis of data includes our response to information that the VI-SPDAT contained inadvertent racial bias. The County ran a test pilot project of the MAP as an alternative assessment tool. Several months into the pilot, we are convening a team of program providers to re-assess the efficacy of the MAP and VI-SPDAT as appropriate tools for assessment and prioritization, especially in light of potential racial bias. After review, the CoC partners will determine the appropriate tool or combination of tools to be available for providers.

1D-9b.	Implemented Strategies to Prevent or Eliminate Racial Disparities.	
	NOFO Section V.B.1.p	

Select yes or no in the chart below to indicate the strategies your CoC is using to prevent or eliminate racial disparities.

1.	Are your CoC's board and decisionmaking bodies representative of the population served in the CoC?	Yes
2.	Did your CoC identify steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC?	Yes
3.	Is your CoC expanding outreach in your CoC's geographic areas with higher concentrations of underrepresented groups?	Yes
4.	Does your CoC have communication, such as flyers, websites, or other materials, inclusive of underrepresented groups?	Yes
5.	Is your CoC training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness?	Yes
6.	Is your CoC establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector?	Yes
7.	Does your CoC have staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness?	Yes

8.	Is your CoC educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity?	Yes
9.	Did your CoC review its coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness?	Yes
10.	Is your CoC collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system?	Yes
11.	Is your CoC conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness?	Yes
Other:(limit 500 characters)		
12.	Upon receipt of information that the VI-SPADT contained inadvertent racial bias, the County ran a test pilot project of the MAP as an alternative assessment tool. We are convening a team of program providers to re-assess the efficacy of the MAP and VI-SPADT as appropriate tools for assessment and prioritization, especially in light of potential racial bias. After review, the CoC partners will determine the appropriate tool or combination of tools to be available for providers.	Yes

1D-9c.	Plan for Ongoing Evaluation of System-level Processes, Policies, and Procedures for Racial Equity.	
	NOFO Section V.B.1.p.	

Describe in the field below your CoC's plan for ongoing evaluation of system-level processes, policies, and procedures for racial equity.

(limit 2,500 characters)

Broward County's CoC has a comprehensive evaluation system for processes and policies, including racial equity procedures. One of the goals of the evaluation system is to ensure that the policies and procedures of organizations doing business with the CoC continually enhance actions and behaviors supporting nondiscrimination, equality, and human respect in the provision of services. Additionally, subrecipients voluntarily participate in racial equity efforts by registering for and attending Broward County's Dismantling Racism Initiative ("DRI") workshops. If the sub-recipients join these workshops, participation is recorded in the program's monitoring file.

Broward County's CoC fosters an environment of cultural diversity and competence and aims to maintain system-level processes impartial and equitable through objective prioritization and providers' advocacy.

The CoC is mindful that "Communities across the country have raised concerns that coordinated entry (CE) tools and processes tend to perpetuate racial inequities. In 2019, the C4 Innovations' (C4's) Racial Equity Initiatives team performed a Racial Equity Analysis that documented what housing and homeless services providers have long known: the tools often conceived to be best practices in assessing housing needs do not ensure racial equity across our most disenfranchised communities", <https://files.hudexchange.info/resources/documents/COVID-19-Homeless-System-Response-Advancing-Racial-Equity-through-Assessments-and-Prioritization.pdf>. We will continue to evaluate our system and use this article as critical guidance in our continuing efforts to evaluate our processes, policies and procedures for racial equity.

1D-9d.	Plan for Using Data to Track Progress on Preventing or Eliminating Racial Disparities.	
	NOFO Section V.B.1.p.	

Describe in the field below:

1.	the measures your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance; and
2.	the tools your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

1. The CoC uses demographic data on race and ethnicity from our local census data and HMIS to identify race and ethnicity rates in the general population compared to rates amongst the homeless population to determine the scope of disparities within the community. The CoC will also use the CoC Racial Equity Analysis Tool and Point In Time Count “to facilitate analysis of racial disparities among people experiencing homelessness” <https://www.hudexchange.info/resource/5787/coc-analysis-tool-race-and-ethnicity/>. As expressed by HUD, by “comparing the demographics of people experiencing homelessness to people experiencing poverty, we can identify racial disparities in homelessness that poverty alone cannot account for... (and can also identify demographic differences between people who experience sheltered and unsheltered homelessness”, <https://files.hudexchange.info/resources/documents/CoC-Analysis-Tool-Overview-4.0.pdf>.

Broward County is proud of its work on racial equity. The CoC will work with the Broward County Racial Equity Task Force, which serves as an advisory group to the Broward Commissioners, to identify systemic and institutional racism and develop policies to eliminate racism and increase racial equity in Broward.

2. Tools used by the CoC to track progress and prevent or eliminate racial disparities include leveraging current Point in Time and HMIS data, the CoC Racial Equity Analysis Tool, and Voices of the Street real-life stories of those experiencing racism and inequity on the street and in our services. The CoC will consult the National Alliance to End Homelessness Racial Equity Network for tools to address racial or ethnic disparities in the homelessness system. Their Action Steps suggest analyzing our data in four key areas: who enters the system, who gets crisis response housing (e.g., shelter and transitional housing), who gets permanent housing, and who returns to homelessness. Additionally, the CoC will compare its homelessness data to other data points such as the education, judicial, foster care, and health systems.

1D-10.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking—CoC’s Outreach Efforts.	
	NOFO Section V.B.1.q.	

Describe in the field below your CoC’s outreach efforts (e.g., social media announcements, targeted outreach) to engage those with lived experience of homelessness in leadership roles and decisionmaking processes.

(limit 2,500 characters)

Broward County’s CoC has increased efforts to engage those with lived experience of homelessness in leadership roles and decision-making processes. The CoC encourages providers to recruit persons with lived experience. Strategic planning for the COC includes enhancing our social media presence on Facebook and other platforms. The CoC Board has three seats filled by individuals with lived experience in homelessness. Additionally, this year, the rating and ranking of the 2024 NOFO included individuals with lived experience. This year, HOSS-D extended an offer of employment to a person with lived experience and in so doing, assisted her in removing several employment barriers she accumulated during her period of homelessness.

Further, in 2024, Broward conducted a study regarding the feasibility of using pallet shelters for transitional housing. The survey included individual interviews and focus groups with people with lived experience.

The Consumer Advocacy Committee is hosting the 8th annual Homeless Symposium this year, with the expectation of 200 attendees. During the symposium, a group of skilled facilitators conduct focus group sessions with individuals who are experiencing homelessness or those with lived experience, to collect information on needs and gaps in the system.

The CoC also initiated a landlord recruitment campaign to increase housing capacity. The campaign includes stories from those who are either experiencing homelessness or who have recently found housing.

The data collected from and other these sources, including client surveys, is utilized in the CoC’s decision-making process.

1D-10a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

You must upload the Lived Experience Support Letter attachment to the 4B. Attachments Screen.
Enter in the chart below the number of people with lived experience who currently participate in your CoC under the four categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
1.	Routinely included in the decisionmaking processes related to addressing homelessness.	3	3
2.	Participate on CoC committees, subcommittees, or workgroups.	3	3
3.	Included in the development or revision of your CoC’s local competition rating factors.	2	6
4.	Included in the development or revision of your CoC’s coordinated entry process.	2	6

1D-10b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

Describe in the field below how your CoC or CoC membership organizations provide professional development and employment opportunities to individuals with lived experience of homelessness.

(limit 2,500 characters)

The CoC engages providers who have skilled job training projects to assist those experiencing homelessness in learning new skills or improving upon existing skills. Career Source Broward is an essential resource for improving workforce development and encouraging employers to hire persons experiencing homelessness or who have previously experienced it. The CoC also collaborates with local colleges, universities, and technical schools.

Our CoC shelters and housing programs provide access to computers for job searching, resume preparation, job training, and/or coaching programs. They also offer on-the-job training, resume drafting assistance, interview skills training, grooming, and clothing donations to help our clients dress for success. Providers assess the skills, knowledge, and abilities of clients to assist in matching their skills to employment opportunities for the unemployed and under-employed. Additionally, Broward Behavioral Health Center (BBHC), in partnership with the Regional Department of Children and Families Substance Abuse and Mental Health (DCF SAMH) Office in Broward County and the local Division of Vocational Rehabilitation (DVR) Office, established a pilot program that offers the evidence-based Individual Placement and Support Supported Employment/Education (IPS) services. IPS is an evidence-based practice that provides individualized employment supports that focus on an individual's strengths to find competitive jobs in the community. IPS also integrates Supported Education for persons who want to improve their career pathways, <https://bbhcflorida.org/ips-supported-employment-education/>. A representative from BBHC chairs the CoC Housing Action Committee.

Broward's "A Way Home Annual Plan to End Homelessness" includes, as an action item, the provision of training on strategies to increase income and employment for clients training on strategies to increase clients' income and jobs as an action item.

Providers and the County are encouraged to employ persons with lived experience. Services and financial resources can be used by providers to assist employees and applicants lift employment barriers. This year, HOSS-D extended an offer of employment to a person with lived experience and in so doing, assisted her in removing several employment barriers she accumulated during her period of homelessness.

1D-10c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

Describe in the field below:

1.	how your CoC gathers feedback from people experiencing homelessness;
2.	how often your CoC gathers feedback from people experiencing homelessness;
3.	how your CoC gathers feedback from people who received assistance through the CoC Program or ESG Program;
4.	how often your CoC gathers feedback from people who have received assistance through the CoC Program or ESG Program; and
5.	steps your CoC has taken to address challenges raised by people with lived experience of homelessness.

(limit 2,500 characters)

1. Broward County’s CoC gathers feedback from people experiencing homelessness through focus groups, individual interviews, and surveys. Satisfaction surveys are disseminated via survey monkey by providers to allow those served to provide anonymous feedback regarding the quality-of-service delivery. At our annual Homeless Symposium, a focus group is facilitated by skilled facilitators and all participation and comments are anonymous. This information is aggregated in a report that is provided to the CoC for discussion.

2. Annually, the CoC conducts a PIT count or a Voices of the Street to collect feedback from persons experiencing homelessness. Additionally, our providers conduct street outreach daily. Those interactions provide real-time information and feedback from persons experiencing homelessness. Annually, we collect information at the Homeless Symposium.

3. Similarly, feedback from people who received assistance through the CoC Program or ESG Program is gathered via focus groups, individual interviews, and surveys. Providers disseminate satisfaction surveys via Survey Monkey to allow those served to provide anonymous feedback regarding the quality of service delivery.

4. The CoC gathers feedback from persons who received assistance during the provision of services and in follow-up calls 6 months post discharge from services. During the Annual Homeless Symposium, non-providers facilitate a focus group and all participation and comments are anonymous. This information is aggregated in a report that is provided to the CoC for discussion.

5. The voice of those served is incredibly important to the CoC stakeholders. Each comment or suggestion is taken seriously, and solutions are explored to see how measures can be implemented to address these challenges. Street outreach teams and law enforcement teams are provided with current information regarding suggestions and changes being made to improve the system of care. To address concerns raised by persons with lived experience, the CoC has included them in decision-making roles, as members of the CoC, and as employees of HOSS-D and our providers.

1D-11.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.s.	
	Describe in the field below at least two steps your CoC has taken in the past 12 months to engage city, county, or state governments that represent your CoC’s geographic area regarding the following:	
	1.	reforming zoning and land use policies to permit more housing development; and
	2.	reducing regulatory barriers to housing development.

(limit 2,500 characters)

1. On March 7, 2024, the Broward County Commission (“BOCC”) passed a motion directing the County Administrator to evaluate methods to increase residential density in Activity Centers and adjacent to major transportation and rail corridors to encourage increased market rate and affordable housing units.
2. On March 7, 2024, the BOCC accepted the 10-Year Affordable Housing Master Plan, which included several land use and zoning strategies to remove barriers and incentivize affordable housing. Such strategies included:
 - recommended changes to development standards and incentives to support affordable housing,
 - densification along identified strategic corridors,
 - supplemental bonus densities,
 - changing permitted uses to allow affordable housing within more zoning districts,
 - allowing accessory dwelling units and other progressive unit types to support multi-family development within existing neighborhoods,
 - recommended zoning regulations that would support the creation of affordable housing; and
 - creation of a municipal score card performance matrix that holds cities within the County accountable for their progress on affordable housing solutions.

The County supports increased funding for affordable housing. In fiscal year 2024, the County made \$28M available in gap financing, which resulted in a funding award for 5 affordable housing projects totaling 591 affordable units. The County also committed to allocate 90% of the County’s Tax Increment Financing from expiring Community Redevelopment Agencies to fund affordable housing efforts within the County.

It should be noted that Broward County Land Use Policy 2.16.3 provides bonus densities for affordable housing and 2.16.4 provides affordable housing development entitlements on lands classified as “Commerce” or “Activity Centers”. These policies enable Cities to approve affordable housing developments without triggering a County land use change. Therefore in 2024, the County polled the 31 Municipalities and confirmed that these policies were being utilized by the cities.

1E. Project Capacity, Review, and Ranking–Local Competition

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	Web Posting of Advance Public Notice of Your CoC’s Local Competition Deadline, Scoring and Rating Criteria.	
	NOFO Section V.B.2.a. and 2.g.	

1.	Enter the date your CoC published its submission deadline and scoring and rating criteria for New Project applicants to submit their project applications for your CoC’s local competition.	07/31/2024
2.	Enter the date your CoC published its submission deadline and scoring and rating criteria for Renewal Project applicants to submit their project applications for your CoC’s local competition.	07/31/2024

1E-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. We use the response to this question and the response in Question 1E-2a along with the required attachments from both questions as a factor when determining your CoC’s eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., 2.d., and 2.e.	

You must upload the Local Competition Scoring Tool attachment to the 4B. Attachments Screen.

Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:

1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Provided points for projects that addressed specific severe barriers to housing and services.	No
5.	Used data from comparable databases to score projects submitted by victim service providers.	No

6.	Provided points for projects based on the degree the projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	No
----	---	----

1E-2a.	<p>Scored Project Forms for One Project from Your CoC's Local Competition. We use the response to this question and Question 1E-2. along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.</p> <p>NOFO Section V.B.2.a., 2.b., 2.c., and 2.d.</p>	
--------	--	--

You must upload the Scored Forms for One Project attachment to the 4B. Attachments Screen.
Complete the chart below to provide details of your CoC's local competition:

1.	What were the maximum number of points available for the renewal project form(s)?	110
2.	How many renewal projects did your CoC submit?	22
3.	What renewal project type did most applicants use?	PH-PSH

1E-2b.	<p>Addressing Severe Barriers in the Local Project Review and Ranking Process.</p> <p>NOFO Section V.B.2.d.</p>	
--------	---	--

Describe in the field below:	
1.	how your CoC analyzed data regarding each project that has successfully housed program participants in permanent housing;
2.	how your CoC analyzed data regarding how long it takes to house people in permanent housing;
3.	how your CoC considered the specific severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when your CoC ranked and selected projects; and
4.	the severe barriers your CoC considered.

(limit 2,500 characters)

1. Broward County's CoC utilizes the Annual Performance Report, System Performance Measures, Referrals Reports, HMIS, and Housing Move-In Date Reports to analyze exit destinations and the success of projects in housing participants and maintaining high data quality.
2. Broward County's CoC has monthly By-Name Meetings of households referred to housing to ensure swift housing processes. These allow the CoC to keep subrecipients accountable to process and utilization, but also to explore possible barriers related to the participants. Per the Written Standards, referrals must be addressed in 3 calendar days or an error is generated in the APR report. This is the first measure. The second measure is running the customized Move-In Date report and evaluating the time from referral acceptance to move in. The goal is below 120 days.
3. Through monthly By-Name meetings and also through ongoing collaboration and coordination among providers, the Coordinated Entry team ensures that severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing does not affect negatively project review and ranking. Additionally, significant efforts are made to expedite housing efforts or to maintain participants housed. The referral report is used to assess any trends on specific projects with high rejection rates, noting the rejection reasons. If inability to serve was noted, this is reviewed more closely.

Factors in the rating and ranking included percentage of persons exiting to permanent or positive housing destinations; average time participants spend from project entry to residential move in; average length of time to move in; increase in income for stayers and leavers; the percentage of persons entering from a place not meant for human habitation and the percent of participants chronically homeless at entry.

4. Some of the barriers considered are: severe and persistent mental illness, evictions, criminal records, communication problems, current rental and affordability crisis, low income, among others. Nonetheless, our providers serve participants with the highest needs, with technical and other assistance available when necessary. Excessive rejection of referrals is flagged and projects are staffed.

1E-3.	Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.	
	NOFO Section V.B.2.e.	
	Describe in the field below:	
	1. how your CoC used input from persons of different races and ethnicities, particularly those over-represented in the local homelessness population, to determine the rating factors used to review project applications;	
	2. how your CoC included persons of different races and ethnicities, particularly those over-represented in the local homelessness population in the review, selection, and ranking process; and	
	3. how your CoC rated and ranked projects based on the degree that proposed projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and steps the projects took or will take to eliminate the identified barriers.	

(limit 2,500 characters)

1. Input from people of different races and ethnicities is critical to establishing the gaps in services. The rating factors are established based on the HUD’s revisions in 2022 to rating factors, review, selection and ranking processes used. The CoC, comprised of individuals from different races and ethnicities, reviews and approves the proposed rating and ranking tool and factors to review project applications. The CoC is representative of the diversity of South Florida with persons who identify as Black-American, Caribbean-American, Haitian-American, Hispanic, and non-Hispanic.
2. This year’s rating committee includes subject matter experts, individuals who represent the populations served, and individuals with lived experience.
3. The rating and ranking tool was developed by an Ad Hoc Committee, which was representative of those served. The committee reviewed HUD-established performance criteria and elements that engaged those individuals with lived experience in the project advisory board. The committee reviewed barriers to system performance based on the projects' scores.

1E-4.	Reallocation–Reviewing Performance of Existing Projects.	
	NOFO Section V.B.2.f.	
	Describe in the field below:	
	1. your CoC’s reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;	
	2. whether your CoC identified any low performing or less needed projects through the process described in element 1 of this question during your CoC’s local competition this year;	
	3. whether your CoC reallocated any low performing or less needed projects during its local competition this year; and	
	4. why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable.	

(limit 2,500 characters)

1.Utilization by all projects is monitored by the Contract Grant Administrator (CGA) who analyzes utilization according to the monthly invoices. Trends which begin to emerge regarding over or under-utilization are discussed in monthly meetings between the CGA and the provider. Discussions include anticipated factors which may be impacting utilization, or anomalies, which may be short lived. The CGA and provider strategize how to manage the issue. If the trends continue, the CGA will elevate the utilization to a supervisor for further review. The CGC, Sr. and Coordinated Entry staff meet with providers who are underutilizing their grant to develop a referral and spending plan to ensure that the maximum number of families are served and that the grant is fully utilized by the end of the award period. In addition, our fiscal team performs secondary analysis of all invoices, with the same goal of managing utilization. As we approach midyear, significant under-utilization is reviewed for reallocation to projects which are over-utilized. County staff make recommendations to the CoC which reviews and votes on the reallocation and then the matter is brought to the Broward County Board of County Commissioners for vote.

2.The CoC did not identify low performing or less needed projects through the process described in element 1 of this question. However, that reallocation was not conducted during our CoC’s local competition; the process occurs separately from the local competition.

3.The CoC did not reallocate low performing or less needed projects during our CoC’s local competition; the process occurs separately from the local competition.

4.The CoC did not reallocate low performing or less needed projects during its local competition this year because any reallocations deemed necessary occurred outside of the local competition.

1E-4a.	Reallocation Between FY 2019 and FY 2024.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2019 and FY 2024?	No
--	--	----

1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	No
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	No
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	No
4.	If you selected Yes for element 1 or element 2 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	

1E-5a.	Projects Accepted–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Accepted attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	10/03/2024
--	--	------------

1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project Status–Accepted, Rejected, Reduced Reallocated, Fully Reallocated; 4. Project Rank; 5. Amount Requested from HUD; and 6. Reallocated Funds +/-.	Yes
--	---	-----

1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	You must upload the Web Posting–CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC’s website or partner’s website—which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	
--	--	--

You must enter a date in question 1E-5c.

1E-5d.	Notification to Community Members and Key Stakeholders by Email that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified community members and key stakeholders that the CoC-approved Consolidated Application was posted on your CoC’s website or partner’s website.	07/18/2024
--	---	------------

2A. Homeless Management Information System (HMIS) Implementation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2A-1.	HMIS Vendor.	
	Not Scored—For Information Only	

	Enter the name of the HMIS Vendor your CoC is currently using.	WellSky
--	--	---------

2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

	Select from dropdown menu your CoC's HMIS coverage area.	Single CoC
--	--	------------

2A-3.	HIC Data Submission in HDX.	
	NOFO Section V.B.3.a.	

	Enter the date your CoC submitted its 2024 HIC data into HDX.	05/06/2024
--	---	------------

2A-4.	Comparable Databases for DV Providers—CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section V.B.3.b.	

	In the field below:	
1.	describe actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC collect data in HMIS comparable databases; and	
2.	state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database—compliant with the FY 2024 HMIS Data Standards.	

(limit 2,500 characters)

1. All service providers except our certified Domestic Violence and legal services providers use HMIS. Our certified Domestic Violence provider uses “Osnum,” which is a database comparable to HMIS. According to their contract, the provider must submit quarterly outcome performance measures. The outcomes that are formally addressed include 1) a percentage of individuals who obtain permanent housing, 2) the percentage of individuals who increase income from all sources, and 3) a percentage of individuals who maintain permanent housing six months post-program discharge. If these outcomes are not met, a narrative is provided as to the barriers, and a quarterly discussion is held to address the obstacles to obtainment. The project also submits a basic demographic report that reviews the numbers serviced broken out by gender, age, and ethnicity. Additionally, they participate in weekly shelter calls, and the monthly Homeless Provider Stakeholder’s meeting, where needs and gaps in services are routinely addressed. Data does not have any identifiable information that is submitted. Our legal service provider uses “LegalServer” to maintain attorney-client information which may also include domestic violence information. According to their contract, the provider is required to submit quarterly outcome performance measures, which include legal services provided that address root causes of homelessness (such as restoration of driver’s licenses, assistance with birth certificates, and other barriers). The data gathered from the Osnum and Legal Server databases is used to provide information to the Performance Outcome Needs and Gap Committee of the CoC to make funding decisions for general fund agreements, ESG agreements, and HUD submissions for a bonus project.

2. Both providers’ databases are comparable and HUD-compliant databases.

2A-5.	Bed Coverage Rate—Using HIC, HMIS Data—CoC Merger Bonus Points.	
	NOFO Section V.B.3.c. and V.B.7.	

Using the 2024 HDX Competition Report we issued your CoC, enter data in the chart below by project type:

Project Type	Adjusted Total Year-Round, Current Non-VSP Beds [Column F of HDX Report]	Adjusted Total Year-Round, Current VSP Beds [Column K of HDX Report]	Total Year-Round, Current, HMIS Beds and VSP Beds in an HMIS Comparable Database [Column M of HDX Report]	HMIS and Comparable Database Coverage Rate [Column O of HDX Report]
1. Emergency Shelter (ES) beds	960	0	960	100.00%
2. Safe Haven (SH) beds	0	0	0	0.00%
3. Transitional Housing (TH) beds	179	0	179	100.00%
4. Rapid Re-Housing (RRH) beds	266	0	266	100.00%
5. Permanent Supportive Housing (PSH) beds	1,301	0	1,301	100.00%
6. Other Permanent Housing (OPH) beds	0	0	0	0.00%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
NOFO Section V.B.3.c.		
For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:		
1.	steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and	
2.	how your CoC will implement the steps described to increase bed coverage to at least 85 percent.	

(limit 2,500 characters)

N/A. None of our projects have bed coverage rates that are at or below 84.99 percent in question 2A-5.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
NOFO Section V.B.3.d.		
You must upload your CoC's FY 2024 HDX Competition Report to the 4B. Attachments Screen.		
Did your CoC submit at least two usable LSA data files to HUD in HDX 2.0 by January 24, 2024, 11:59 p.m. EST?		Yes

2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2024 PIT count.	01/30/2024
--	---	------------

2B-2.	PIT Count Data–HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2024 PIT count data in HDX.	05/06/2024
--	---	------------

2B-3.	PIT Count–Effectively Counting Youth in Your CoC’s Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

	Describe in the field below how your CoC:	
1.	engaged unaccompanied youth and youth serving organizations in your CoC’s most recent PIT count planning process;	
2.	worked with unaccompanied youth and youth serving organizations to select locations where homeless youth are most likely to be identified during your CoC’s most recent PIT count planning process; and	
3.	included youth experiencing homelessness as counters during your CoC’s most recent unsheltered PIT count.	

(limit 2,500 characters)

1. Broward County’s CoC last conducted a PIT count in 2023, at which time we engaged stakeholders from youth-serving organizations to assist with counting the unaccompanied youth experiencing homelessness. This has traditionally been a complex group to count as they have different behavior patterns than families and adults on the street.

2. Youth organizations provide technical assistance as to the locations where youth would most likely be identified. They have been invaluable in guiding the PIT team in finding youth in places such as libraries and various businesses in our community. In addition, we consult with our Youth and Families subcommittee.

3. Broward, FL 601 engaged youth service organizations involved in the 2023 PIT count who assisted in the count and in locating where youth are likely to be congregated.

2B-4.	PIT Count–Methodology Change–CoC Merger Bonus Points.	
	NOFO Section V.B.5.a and V.B.7.c.	
	In the field below:	
	1. describe any changes your CoC made to your sheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;	
	2. describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;	
	3. describe whether your CoC’s PIT count was affected by people displaced either from a natural disaster or seeking short-term shelter or housing assistance who recently arrived in your CoCs’ geographic; and	
	4. describe how the changes affected your CoC’s PIT count results; or	
	5. state “Not Applicable” if there were no changes or if you did not conduct an unsheltered PIT count in 2024.	

(limit 2,500 characters)

N/A – Broward did not conduct a 2024 PIT Count.

2C. System Performance

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2C-1.	Reducing the Number of First Time Homeless—Risk Factors Your CoC Uses.	
	NOFO Section V.B.5.b.	
	In the field below:	
1.	describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;	
2.	describe your CoC’s strategies to address individuals and families at risk of becoming homeless; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time	

(limit 2,500 characters)

1. The CoC determined the risk factors to identify persons experiencing homelessness for the first time through the Client Profile, housing barrier assessment, and the VISPDAT. Street outreach providers are also trained to engage and refer clients who disclose they are first-time homeless to providers who have the resources to house or rehouse these individuals and families quickly. High risk factors are considered, such as the lack of affordable housing, cognitive impairment, legal problems, income issues, education level, history of substance misuse, mental health issues, domestic violence and health factors. Additionally, the CoC has validated these factors and enhanced resiliency by collaborating with the systems of care that address each of those factors.

2. Last year, Broward County’s CoC began a pilot for family street outreach to engage families better and resolve their homelessness quickly. That model continues this year.

Broward County’s CoC has a strong relationship with the Broward County Human Services Department, including HOSS-D and the Family Success Administration Division (FSAD). FSAD has several programs aimed at preventing homelessness for individuals and families. FSAD and HOSS-D, along with the CoC, work to help clients, ensure they are accessing the correct service and provide soft handoffs to initiate quicker responses. FSAD has several services, such as utility assistance, budgeting classes, rental assistance, and financial literacy projects to aid individuals and families from entering the homeless continuum of care. The CoC has adopted a strong stance on prevention and increasing access to prevention services, including rental assistance. This year, the Board of County Commissioners included in the HOSS-D and FSAD budgets an additional \$1 million for prevention efforts. The new funding will go to legal service providers to defend families and individuals in eviction proceedings and to assist in paying rent arrearages. This model is proven effective in preserving safe, decent, and affordable housing.

3. The Director of the Family Success Administration Division of Broward County and the Director of HOSS-D oversee strategies to reduce the number of individuals and families experiencing homelessness for the first time.

2C-1a.	Impact of Displaced Persons on Number of First Time Homeless.	
	NOFO Section V.B.5.b	

Was your CoC’s Number of First Time Homeless [metric 5.2] affected by the number of persons seeking short-term shelter or housing assistance displaced due to:

1.	natural disasters?	No
2.	having recently arrived in your CoC’s geographic area?	No

2C-2.	Reducing Length of Time Homeless—CoC’s Strategy.	
	NOFO Section V.B.5.c.	

In the field below:

1.	describe your CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;	
----	--	--

2.	describe how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.

(limit 2,500 characters)

1. Broward FI 601 has several new processes to increase access to services for individuals and families experiencing homeless. The Coordinated Entry and Assessment team is working to streamline paperwork and add resources to assist the collection of necessary documents to get people housed quickly. Continuous evaluation and quality assurance reviews are conducted to improve processes and to implement a more effective and efficient system. Broward County's CoC has also allocated additional resources – funds, projects, staff – to address homelessness through holistic and innovative solutions, such as our Homeless Symposium and Landlord Recruitment Initiative. In addition, recent Florida legislation was enacted to prevent persons from sleeping or camping on public property. The County and its 31 municipalities met and continue to strategize a holistic and caring response to the legislation which makes the provision of excellent services the primary goal.

2. Broward County's CoC identifies and houses individuals and families with the longest lengths of time homeless through its coordinated entry system. The coordinated entry system includes By-Name-Meetings, continuous reviews of the Coordinated Entry Priority List, collaborations with stakeholders, and collaborations with other systems of care to determine priority. One of the key prioritization factors is longest lengths of time homeless.

The monthly "by name list" meetings are divided into groups of service needs, first time homeless, youth, veterans, and families. The meetings are intensive individual assessments to determine what is needed to expedite housing. During these meetings there is also a review of missing documents and discussions regarding individual factors such as a lack of motivation. In addition, considerations include external factors such as finding an affordable unit or incentivizing landlords to help engage and house individuals and families quickly. Additionally, the Housing Action Committee (HAC) and the Performance Outcome Needs and Gaps Committee (PONG), along with the Homeless Continuum of Care Board, review processes and data to explore needs and gaps in the service delivery model to help expedite housing and decrease barriers.

3. The Coordinated Entry and Assessment Team at Broward County takes the lead on reviewing and measuring length of time homeless based on HMIS data. Meetings are convened to work on individual cases or systemic issues

2C-3.	Successful Permanent Housing Placement or Retention –CoC's Strategy.	
	NOFO Section V.B.5.d.	

In the field below:

1.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations;
2.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in permanent housing projects retain their permanent housing or exit to permanent housing destinations; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to increase the rate that individuals and families exit to or retain permanent housing.

(limit 2,500 characters)

1.The CoC continues to improve its strategy to increase the rate that individuals and persons in families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations. Part of the strategy includes analyzing lengths of stay, gradually reducing levels of care, collaborating with public housing authorities, encouraging subrecipients to help individuals and persons in families to improve their income and savings, and engaging landlords in serving individuals and persons in families experiencing homelessness. Each person or family is reviewed on an individual basis because there is no one-size-fits-all approach to resolving the issues which lead to homelessness. The CoC uses the Housing First model to prioritize housing to people experiencing homelessness despite their unique barriers.

2.Similarly, the CoC continues to improve its strategy to increase the rate that individuals and persons in families residing in permanent housing projects retain their permanent housing or exit to permanent housing destinations. Part of the strategy includes analyzing supportive services, gradually reducing levels of care, collaborating with public housing authorities, encouraging supportive service providers to help individuals and persons in families to improve their income and savings, and engaging landlords in serving individuals and persons in families experiencing homelessness. The CoC uses the Housing First model to make sure that people are permanently housed despite their unique barriers. Once housed, although not required, holistic and individualized services are made available through our network of providers. Our CoC has a robust system of preventive measures to support individuals and families in retaining their permanent housing. Our legal assistance program intervenes at an early stage in the eviction process and uses legal tools and negotiations to prevent homelessness. Our County FSAD and HOSS-D programs also utilize financial assistance to assist participants who are at risk of homelessness. In that process, we review the cause of a rent arrearage and their budget to assure that once the rent is paid, the household is sustainable in their unit.

3. The Quality Assurance section and the Coordinated Entry and Assessment section within HOSS-D are responsible for tracking and overseeing the CoC’s strategy to increase the rate of individuals and families who exit to or remain permanently housed

2C-4.	Reducing Returns to Homelessness—CoC’s Strategy.	
	NOFO Section V.B.5.e.	
	In the field below:	
1.	describe your CoC’s strategy to identify individuals and families who return to homelessness;	
2.	describe your CoC’s strategy to reduce the rate that individuals and families return to homelessness; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the rate individuals and persons in families return to homelessness.	

(limit 2,500 characters)

1.The CoC closely monitors those individuals and families who have been housed in emergency shelters, transitional housing, or any permanent housing. If an individual or family who was successfully housed, touches street outreach, emergency shelter, meal sharing, mobile showers, or any other CoC service, the CEA team immediately reaches out to see why there is a return to homelessness. The provider network is also responsible for monitoring each entry of a client service in HMIS.

Each quarter, a review of the system performance measures provides data on returns to homelessness and terminations of clients with a destination place “not meant for human habitation”. Providers are not permitted to discharge a person without staffing the case with HOSS-D to strategize prevention of a return to homelessness.

2.The strategies to reduce the return to homelessness include consistent engagement of clients who are in permanent housing. Providers work to motivate and engage clients at least every six (6) months to monitor their success in housing. Permanent housing providers review HMIS data to see if any significant situations are happening that may impact permanent housing. The CoC continuously collaborates with providers in reducing the rate of individuals and families that return to homelessness often transitioning them to more appropriate levels of care. The CoC uses the Housing First model to make sure that people are permanently housed despite their unique barriers. Once housed, although not required, holistic and individualized services are made available through our network of providers. Our CoC has a robust system of preventive measures to support individuals and families in retaining their permanent housing. The legal assistance program intervenes at an early stage in the eviction process and uses legal tools and negotiations to prevent homelessness. Our County FSAD and HOSS-D programs utilize financial assistance to assist participants who are at risk of homelessness. In that process, we review the causes of rent arrearages along with their budget to assure that once the rent is paid, the household is sustainable in their unit.

3.The CEA Team housed at HOSS-D holds the primary responsibility to monitor all by-name lists, entries, and exits from housing schedules and conducts staffings regarding clients who demonstrate high-risk factors for a return to homelessness.

2C-5.	Increasing Employment Cash Income–CoC’s Strategy.	
	NOFO Section V.B.5.f.	
	In the field below:	
1.	describe your CoC’s strategy to access employment cash sources;	
2.	describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their employment cash income; and	
3.	provide the organization name or position title that is responsible for overseeing your CoC’s strategy to increase income from employment.	

(limit 2,500 characters)

1. Broward County’s CoC strategy to access employment cash sources, for those who are able to work, includes searching for employment or improving employment opportunities as part of case plans. Most providers have employment specialists as part of their teams to assist with resume, job searching, and interview preparation. Job fairs are advertised throughout the CoC and clients are encouraged to participate. The CEO of Career Source Broward holds a seat on the CoC and actively works with employers in the community to help place individuals and other family members. The Broward CoC has partnered with local colleges and universities to engage them in certificate programs, workshops, and classes for those individuals who are underemployed.

2. Broward County’s CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their employment cash income. Additionally, The Pillars of Prosperity, helps the CoC linking the business community and the CoC. The Broward CoC works with the community and employment agencies to build a working relationship and educate them regarding the opportunities to hire our clients. The focus is not just on obtaining employment but working to improve the employment status of those under-employed. Providers host job fairs, and their employment specialists work in the community to build relationships with employers who are incentivized to work with these individuals when support services are in place. HMIS has an employment assessment administered to individuals through street outreach, shelter, or intake for permanent housing. The Broward CoC has drafted an employment plan approved by the CoC Board which includes the hiring of Employment Navigators. These navigators work with providers throughout the CoC network to standardize and ensure employment education and monitoring begins almost immediately upon entry to shelter or upon a referral from street outreach.

3. HOSS-D is responsible for overseeing strategies to increase income from employment.

2C-5a.	Increasing Non-employment Cash Income–CoC’s Strategy	
	NOFO Section V.B.5.f.	
	In the field below:	
	1. describe your CoC’s strategy to access non-employment cash income; and	
	2. provide the organization name or position title that is responsible for overseeing your CoC’s strategy to increase non-employment cash income.	

(limit 2,500 characters)

The Broward CoC has an SSI/SSDI Outreach, Access, and Recovery ('SOAR') team who processes the SSI/SSDI applications. The SOAR team has a 95% success rate for approvals. Additionally, the Broward CoC funds services for appeals and applications for SSI/SSDI through the local Legal Aid exclusively for individuals experiencing homelessness. The Broward CoC requires each provider to refer eligible individuals to Legal Aid or a local attorney or firm to assist with obtaining non-employment cash benefits. Eligibility screenings are conducted during CoC staffings held by the CEA team. The Broward CoC has a contract with the local Legal Aid organization to assist individuals experiencing homelessness obtain inheritances, gifts, bequests, alimony payments, child support, and most healthcare benefits. The Broward CoC has also networked with several local attorneys and firms to provide the pro bono services to resolve these issues. Veterans are referred to the Broward County Elder and Veteran Services Division and or the United Way's Mission United Program for assistance in applying for their veteran benefits or to appeal denials.

2. HOSS-D is responsible for overseeing strategies to increase non employment income.

3A. Coordination with Housing and Healthcare

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3A-1.	New PH-PSH/PH-RRH Project–Leveraging Housing Resources.	
	NOFO Section V.B.6.a.	
	You must upload the Housing Leveraging Commitment attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	No
--	--	----

3A-2.	New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.	
	NOFO Section V.B.6.b.	
	You must upload the Healthcare Formal Agreements attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	No
--	--	----

3A-3.	Leveraging Housing/Healthcare Resources–List of Projects.	
	NOFO Sections V.B.6.a. and V.B.6.b.	

If you selected yes to questions 3A-1. or 3A-2., use the list feature icon to enter information about each project application you intend for HUD to evaluate to determine if they meet the criteria.

Project Name	Project Type	Rank Number	Leverage Type
This list contains no items			

3B. New Projects With Rehabilitation/New Construction Costs

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3B-1.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.r.	

Is your CoC requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction?	No
--	----

3B-2.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.r.	

If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:

1.	Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and
2.	HUD’s implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.

(limit 2,500 characters)

N/A

3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3C-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serve Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
--	--	----

3C-2.	Cost Effectiveness of Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

You must upload the Project List for Other Federal Statutes attachment to the 4B. Attachments Screen.

If you answered yes to question 3C-1, describe in the field below:

1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.

(limit 2,500 characters)

N/A

4A. DV Bonus Project Applicants for New DV Bonus Funding

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

4A-1.	New DV Bonus Project Applicants.	
	NOFO Section I.B.3.j.	

	Did your CoC submit one or more new project applications for DV Bonus Funding?	No
Applicant Name		
This list contains no items		

4B. Attachments Screen For All Application Questions

We have provided the following guidance to help you successfully upload attachments and get maximum points:

1. You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.
2. You must upload an attachment for each document listed where 'Required?' is 'Yes'.
3. We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images. Many systems allow you to create PDF files as a Print option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.
4. Attachments must match the questions they are associated with.
5. Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.
6. If you cannot read the attachment, it is likely we cannot read it either.
 - . We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).
 - . We must be able to read everything you want us to consider in any attachment.
7. After you upload each attachment, use the Download feature to access and check the attachment to ensure it matches the required Document Type and to ensure it contains all pages you intend to include.
8. Only use the "Other" attachment option to meet an attachment requirement that is not otherwise listed in these detailed instructions.

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA HOMELESS PREF...	10/03/2024
1C-7. PHA Moving On Preference	No	PHA MOVING ON PRE...	10/03/2024
1D-10a. Lived Experience Support Letter	Yes	LIVED EXPERIENCE ...	10/25/2024
1D-2a. Housing First Evaluation	Yes	Housing First Eva...	10/03/2024
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	10/03/2024
1E-2a. Scored Forms for One Project	Yes	Scored Forms for ...	10/03/2024
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	10/03/2024
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	10/03/2024
1E-5b. Local Competition Selection Results	Yes	Local Competition...	10/03/2024
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes		
1E-5d. Notification of CoC-Approved Consolidated Application	Yes		

2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	HDX Report	10/28/2024
3A-1a. Housing Leveraging Commitments	No		
3A-2a. Healthcare Formal Agreements	No		
3C-2. Project List for Other Federal Statutes	No		
Other	No		

Attachment Details

Document Description: PHA HOMELESS PREFERENCE

Attachment Details

Document Description: PHA MOVING ON PREFERENCE

Attachment Details

Document Description: LIVED EXPERIENCE LETTERS

Attachment Details

Document Description: Housing First Evaluation

Attachment Details

Document Description: Local Competition Selection Tool

Attachment Details

Document Description: Scored Forms for One Project

Attachment Details

Document Description: Notification of Projects Rejected or Reduced

Attachment Details

Document Description: Notification of Projects Accepted

Attachment Details

Document Description: Local Competition Selection Results

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: HDX Report

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

Ensure that the Project Priority List is complete prior to submitting.

Page	Last Updated
1A. CoC Identification	09/12/2024
1B. Inclusive Structure	10/06/2024
1C. Coordination and Engagement	10/10/2024
1D. Coordination and Engagement Cont'd	10/10/2024
1E. Project Review/Ranking	Please Complete
2A. HMIS Implementation	10/01/2024
2B. Point-in-Time (PIT) Count	10/08/2024
2C. System Performance	10/10/2024
3A. Coordination with Housing and Healthcare	09/29/2024
3B. Rehabilitation/New Construction Costs	09/29/2024
3C. Serving Homeless Under Other Federal Statutes	09/29/2024

4A. DV Bonus Project Applicants	09/29/2024
4B. Attachments Screen	Please Complete
Submission Summary	No Input Required

1C-7

PHA HOMELESS PREFERENCE



Plan Proposal

PHA Annual Plan

2023 - 2024

- **Form HUD-50075-HP**
- **Attachment B.2 - New Activities**
- **Attachment B.3 - Progress Report**
- **Administrative Plan Revisions FSS**
- **Action Plan Revisions**

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
--	---	---

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, including changes to these policies, 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. The 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, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 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 exceed 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	<p> PHA Name: <u>Broward County Housing Authority</u> PHA Code: <u>FL079</u> PHA Type: <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2023</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>-0-</u> Number of Housing Choice Vouchers (HCVs) <u>6,213</u> Total Combined <u>6,213</u> 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 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. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">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:																	
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.	Plan Elements
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element below:</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
B.2	<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</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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> <p>See attachment B.2</p>
B.3	<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 Plan.</p> <p>See Attachment B.3</p>

B.4.	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. N/A
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C. Other Document and/or Certification Requirements.	
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) 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.</p> <p>See Attachment C.1</p>
C.2	<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>
C.3	<p>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form 50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

D.	Affirmatively Furthering Fair Housing (AFFH).						
D.1	<p>Affirmatively Furthering Fair Housing.</p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <table border="1" data-bbox="180 457 1455 905"> <tr> <td data-bbox="180 457 1455 499">Fair Housing Goal:</td> </tr> <tr> <td data-bbox="180 499 1455 905"><i><u>Describe fair housing strategies and actions to achieve the goal</u></i></td> </tr> </table> <table border="1" data-bbox="180 932 1455 1346"> <tr> <td data-bbox="180 932 1455 974">Fair Housing Goal:</td> </tr> <tr> <td data-bbox="180 974 1455 1346"><i><u>Describe fair housing strategies and actions to achieve the goal</u></i></td> </tr> </table> <table border="1" data-bbox="180 1373 1455 1822"> <tr> <td data-bbox="180 1373 1455 1415">Fair Housing Goal:</td> </tr> <tr> <td data-bbox="180 1415 1455 1822"><i><u>Describe fair housing strategies and actions to achieve the goal</u></i></td> </tr> </table>	Fair Housing Goal:	<i><u>Describe fair housing strategies and actions to achieve the goal</u></i>	Fair Housing Goal:	<i><u>Describe fair housing strategies and actions to achieve the goal</u></i>	Fair Housing Goal:	<i><u>Describe fair housing strategies and actions to achieve the goal</u></i>
Fair Housing Goal:							
<i><u>Describe fair housing strategies and actions to achieve the goal</u></i>							
Fair Housing Goal:							
<i><u>Describe fair housing strategies and actions to achieve the goal</u></i>							
Fair Housing Goal:							
<i><u>Describe fair housing strategies and actions to achieve the goal</u></i>							

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

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 §903.23\(4\)\(e\)](#))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Plan Elements.

B.1 Revision of Existing 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 and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. 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 (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(2\)\(i\)](#)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

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 §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. [24 CFR §903.7\(b\)](#) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. [24 CFR §903.7\(b\)](#) 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 §903.7\(b\)](#)) Describe the unit assignment policies for public housing. [24 CFR §903.7\(b\)](#)

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 §903.7\(c\)](#))

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 §903.7\(d\)](#))

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or 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(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#) and 24 CFR §903.12(b).

Safety and Crime Prevention (VAWA). 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, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

Pet Policy. Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the ‘Sample PHA Plan Amendment’ found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

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: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. ([Notice PIH 2011-47](#))

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: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including 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 approval under section 18 of the 1937 Act (42 U.S.C. 1437p); 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 as described in the PHA’s last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. ([24 CFR §903.7\(h\)](#))

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. 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/sac/conversion.cfm>. ([24 CFR §903.7\(j\)](#))

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD’s website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. ([24 CFR §983.57\(b\)\(1\)](#)) 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.

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

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 PHA Plan. ([24 CFR §903.7\(r\)\(1\)](#))

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR §903.7\(g\)](#)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: “See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX.”

B.5 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 §903.7\(p\)](#))

C. Other Document and/or Certification Requirements

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on 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 §903.13\(c\)](#), [24 CFR §903.19](#))

C.2 Certification by State of 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 §903.15](#)). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ 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 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* 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 certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further

fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. 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 §903.7(o)).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

D.1 Affirmatively Furthering Fair Housing.

The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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 and Annual PHA Plan. 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.

Public reporting burden for this information collection is estimated to average 7.02 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.

ATTACHMENT B.2

Demolition/Disposition Activity Description
1a. Development name: Tallman IV – Hillsboro Landing 1b. Development (project) number: FL079002
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition
3. Application Status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date application approved, submitted, or planned for submission: <p style="text-align: center;">Approved – 8/15/2022</p>

Project-Based Vouchers: Broward County Housing Authority (BCHA) intends to project-base approximately two hundred twenty-five (225) Housing Choice Vouchers (HCV), contingent on budget availability. BCHA plans to project-base 75 units in the newly proposed development Hillsboro Landing (Tallman IV). Tallman I and Tallman II were developed on a portion of the site in 2009 utilizing nine percent (9%) Low-Income Housing Tax Credits (LIHTC). Tallman III is projected to be an eighty (80) unit multi-family site with twenty (20) project-based units. BCHA also plans to project-base seventy-six (76) units in a proposed senior development, Tequesta Reserve, located on the former public housing site Griffin Gardens. BCHA proposes to project base additional units in Broward County in an effort to increase the supply of affordable units. The location of the project-based assistance will be consistent with the goals of deconcentrating poverty and expanding housing and economic opportunities in accordance with Housing Urban Development (HUD) regulations and guidance. It is also consistent with the Authority's strategies for addressing housing needs throughout Broward County.

Attachment B.3 - Progress Report

Goal One: Develop Additional Rental Assistance Opportunities for the Community

Objectives:

1.1 Develop affordable housing programs by pursuing federal, state, and local funding announcements to benefit residents of every municipality in the County.

- Broward County Housing Authority (BCHA) was awarded 45 fair share vouchers.

1.2 Evaluate the opportunity to apply for funds that will serve domestic violence survivors, the elderly, homeless youth, or other populations in need.

- BCHA applied for stability vouchers to serve the homeless population with results pending.

1.3 Consider applying for a “Moving to Work” cohort-based on eligibility requirements.

- No Moving to Work (MTW) opportunities have been offered during the reporting year.

1.4 Continue to maximize full lease-up and program utilization in all programs to ensure BCHA is serving the maximum number of families.

- BCHA continues to utilize HUD’s Two-Year-Tool to improve monitoring and management of HCV program utilization. For the year ending 2022, 98% of the budget was fully utilized.
- S+C programs have linked with additional supportive service providers which will assist in the goal of full-lease up in all programs.

1.5 Project Base units at new developments Tequesta Reserve, Tallman III, and Hillsboro Landing

These developments are anticipated to be online in 2024.

- BCHA is preparing to develop three properties, Tequesta Reserve in Davie, Hillsboro Landing, and Tallman III in Deerfield Beach to increase affordable housing inventory for the elderly and families.
- Total anticipated units: Tequesta Reserve – 76
Tallman III – 20
Hillsboro Landing – 75

Goal Two: Improve the Quality of the Assisted Housing Department

Objectives:

2.1 Maintain a level of performance to achieve high performer scores (SEMAP).

- The Department of Housing and Urban Development has waived submission of SEMAP due to the Coronavirus pandemic and the agency has retained high performer status.

2.2 Increase awareness and understanding of domestic violence and VAWA protections, limited English Proficiency (LEP), and mental health among staff, participants and landlords through the use of landlord workshops, paper, and electronic materials, and training.

- During 2021 staff received training from Women in Distress – Domestic Violence 101, Agency Services & the Referral Process.

2.3 Explore opportunities to streamline processes and utilize technology more efficiently to reduce costs and improve service to persons served.

- BCHA is in the early phase of identifying and implementing a document management system.

2.4 Continue to provide Fair Housing training

- During 2021 staff received Fair Housing & Civil Rights Related for Recipients of Federal Financial Assistance training from HOPE, Inc., Palm Beaches
- The Section 504 Coordinator implemented regular training, at least quarterly, to assist supervisory staff in better handling and responding to Reasonable Accommodation requests.

Goal Three: Increase Assisted Housing Choices

Objectives:

3.1 Increase landlord awareness and participation in all programs offered by the Assisted Housing Department through the creative use of resources to locate new owners, outreach,

and education through landlord workshops, property manager/realtor workshops, and a multifaceted landlord symposium.

- The Housing Liaison continues to provide at least quarterly landlord education workshops and contact landlords and realtors to bring awareness of the benefits of working with the program.
- BCHA representatives regularly attend the Broward County Housing Action Committee meetings which are part of the Homeless Continuum of Care. The committee's goal is to attract and maintain landlord participation in Continuum of Care programs.

3.2 Work to expand the Housing Choice Voucher (HCV) Family Self Sufficiency (FSS) Program.

- The Family Self-Sufficiency Notice of Funding Opportunity did not offer additional case management positions during this fiscal year. BCHA will continue to seek out other opportunities to expand services.

3.3 Review Moving-To-Work (MTW) demonstration expansion of cohorts as a potential improvement in increasing housing choices, expanded inventory, and delivery service efficiencies.

- BCHA was not eligible for the last Moving-To-Work cohort.

Goal Four: Foster an Organizational Culture that Values and Encourages Individual and Team Commitment to Housing Authority Goals and Objectives

Objectives:

4.1 Concentrate on efforts to improve management functions.

- In an effort to create efficiencies Assisted Housing department reorganized and hired a Portability Clerk to assist the Portability section and added additional Occupancy Specialists.

4.2 Recognize the potential and strengths that each individual brings to BCHA by providing a positive work environment, based on mutual purpose and respect.

- With the continued assistance of Human Resources (HR), the Assisted Housing department worked on retention challenges. The wellness committee created opportunities for employee engagement.

4.3 Recognize the strength BCHA has when individuals utilize their potential and strengths in a team environment for the purpose of providing knowledgeable, caring, and efficient service to the community and supporting one another in the process.

- BCHA continues to adapt to the ever-changing conditions and strives to utilize the strengths of individuals and teams to accomplish its mission.

4.4 Provide targeted training opportunities for staff interested in growth and advancement into other positions within BCHA.

- Assisted Housing Staff attended the following training through the fiscal year:
 - Income and Rent Calc 101
 - Increasing Productivity – Time Management Best Practices
 - Fair Housing Issues that should be addressed in Landlord Briefings
 - Interview Techniques
 - Disability Assistance Expense vs Medical Deductions
 - 5-Year & Annual Plan Documents – Part I
 - Form HUD-5382 VAWA Certification
 - HMIS
 - HIPPA
 - Security Awareness
 - Domestic Violence
 - Racial Equity
 - HIV/AIDS
 - Cultural Competency
 - Civil Rights
 - Trauma Informed Care Approach with Events of Escalation
 - Fair Housing
 - VAWA
 - Verbal De-escalation
 - Various HUD Exchange Trainings non-certificate producing (16 hours minimum)

Goal Five: Increase Collaborations Expand and Enhance BCHA's public image

Objectives:

5.1 Continue BCHA's positive image building through the promotion of increased involvement by staff in the community through service on boards, task forces and commissions related to promoting and sustaining housing opportunities.

- BCHA staff serve on the following:
 - Broward Affordable Housing Taskforce, Inc
 - Florida Association of Housing and Redevelopment Officials (FAHRO)
 - Broward County Continuum of Care subcommittees: Chronic by-name workgroup, Homeless Stakeholders and Providers Committee, Housing Action Committee
 - Broward Housing Council
 - Board Member Broward County Homeless Continuum of Care Advisory Board

- Board Member of South Florida Hunger Coalition
- Board Member of the Coordinating Council of Broward
- Career Source Broward One Stop Committee
- City of Sunrise Affordable Housing Committee
- Alliance Partner Council
- City of Tamarac Affordable Housing Committee
- FPHASIF Board for Housing Authorities

5.2 Perform outreach and educational activities focusing on affordable housing needs and agency activities.

- The Housing Liaison reaches out to owners and realtors to educate and encourage participation in the Assisted Housing programs.

5.3 Dispel misconceptions related to Section 8 Programs, and other housing programs through community education.

- The Housing Liaison reaches out to owners and realtors to educate and encourage participation in the Assisted Housing programs.

5.4 Continue to prepare an Annual Comprehensive Financial Report (ACFR) to be submitted to the Government Finance Officers for review and potential award for excellence in financial reporting.

- BCHA continues to prepare the Annual Comprehensive Financial Report (ACFR)

5.5 Examine the possibility of creating additional self-sufficiency or economic opportunity programs by utilizing college interns to increase the availability of services with minimal cost.

- This objective is anticipated to be explored in the coming years.

5.6 Develop and promote strong working relationships with local social service providers so that BCHA residents eligible for their services are identified and appropriately served.

- BCHA continues to maintain partnerships with the following Broward County businesses:
 - Broward County Homeless Initiative Partnership
 - Pickett Fences
 - Banyan Health
 - Chrysalis Health Inc
 - Archways Inc
 - Henderson Behavioral Health Inc
 - Volunteers of America
 - United States Veteran’s Administration
 - Broward County Family Success Administration Division

- Center for Independent Living – Broward
- ChildNet, Inc
- Fort Lauderdale Independent Training and Education (FLITE) Center
- Broward Behavioral Health Center (BBHC)
- HOPE South Florida
- Community Rightful, LLC
- Women in Distress – Broward
- Nancy J. Cotterman Center
- Operation Sacred Trust

Goal Six: Preserve BCHA’s sound fiscal position and internal proficiency

Objectives:

6.1 Control expenditures and maintain revenues while seeking other non-HUD revenue sources needed to sustain and develop new housing and programs.

- The agency has applied for and has subsequently obtained non-HUD funding sources to help fund further diversification of its affordable housing portfolio. In addition, recurring revenues have continued to exceed recurring expenses providing for a sustainable financial model.

6.2 Complete management needs assessment as a basis for ongoing planning.

- BCHA contracted with Nan McKay and Associates to complete a management needs assessment in late 2019.

6.3 Develop integrated purchasing strategies to procure supplies, materials, and services necessary for the delivery of BCHA services.

- We adopt policies and procedures for procurement within HUD and state guidelines.

6.4 Continue to review the method and manner in which we do our work in order to accomplish our mission and embrace our vision.

- BCHA continues to move toward more efficient work processes which include the use of electronic methods of conducting business. The acquisition of a document management system is anticipated in the next year.

6.5 Update and enhance newly implemented IT Strategy and improve IT Governance.

- Upgrade and transition to cloud computing.

6.6 Further develop and enhance a Continuity of Operations Plan to include local weather and health emergencies.

- The Continuity of Operations Plan (COOP) was drafted in the 2020-21 year.

6.6 Develop to expand remote capabilities for staff and pursue paperless opportunities for efficiencies and ability to continue operations during unexpected, unforeseen circumstances, such as; natural disasters and other disasters, etc.

- As part of the overall organization's Disaster Recovery Strategy, the IT Department executed a Microsoft Azure cloud-based solution in the event of a disaster. This will reduce the downtime during an outage, allowing key staff to continue to process payroll, HAP and UAP, recertification, and inspections.

HOUSING CHOICE VOUCHER (HCV) Administrative Plan Revisions

CHAPTER 1: OVERVIEW OF THE PROGRAM AND PLAN

1-I.D. THE PHA'S PROGRAMS

The following programs are included under this administrative plan:

BCHA Policy

BCHA's administrative plan is applicable to the operation of the Housing Choice Voucher program, as well as HUD specialty programs, Continuum of Care/Shelter Plus Care, Family Unification Program, Family Self Sufficiency, Tenant Based Rental Assistance, Homeless Programs, Veterans Affairs Supportive Housing (VASH), Section 8 Moderate Rehabilitation, Foster Youth to Independence, Mainstream 5-Year, Mainstream 1-Year, Emergency Housing Vouchers, ~~HOME~~, and the Project Based Voucher Program (PBV).

CHAPTER 2: FAIR HOUSING AND EQUAL OPPORTUNITY

PART I: NONDISCRIMINATION

2-I.A. OVERVIEW

Federal laws require PHAs to treat all applicants and participants equally, providing the same opportunity to access services, regardless of family characteristics and background. Federal law prohibits discrimination in housing on the basis of race, color, religion, sex, national origin, age, familial status, and disability. In addition, HUD regulations provide for additional protections regarding sexual orientation, gender identity, and marital status. The BCHA will comply fully with all federal, state, and local nondiscrimination laws, and with rules and regulations governing fair housing and equal opportunity in housing and employment, including:

- Title VI of the Civil Rights Act of 1964
- Title VIII of the Civil Rights Act of 1968 (as amended by the Community Development Act of 1974 and the Fair Housing Amendments Act of 1988)
- Executive Order 11063 **and 13988**
- Section 504 of the Rehabilitation Act of 1973
- The Age Discrimination Act of 1975
- Title II of the Americans with Disabilities Act (to the extent that it applies, otherwise Section 504 and the Fair Housing Amendments govern)
- The Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender

Identity Final Rule, published in the *Federal Register* February 3, 2012 **and further clarified in Notice PIH 2014-20**

- Violence Against Women Reauthorization Act of 2013 (VAWA)

When more than one civil rights law applies to a situation, the laws will be read and applied together.

Any applicable state laws or local ordinances and any legislation protecting individual rights of tenants, applicants, or staff that may subsequently be enacted will also apply.

BCHA Policy

No state or local nondiscrimination laws or ordinances apply.

2-I.B. NONDISCRIMINATION

Federal regulations prohibit discrimination against certain protected classes and other groups of people. State and local requirements, as well as PHA policies, can prohibit discrimination based on other factors.

~~The PHA shall not discriminate because of~~ **The PHA will not discriminate on the basis** of race, color, sex (**including gender identity and sexual orientation**), religion, familial status, age, disability or national origin (called “protected classes”)

Familial status includes children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18.

~~The PHA will not discriminate on the basis of marital status, gender identity, or sexual orientation [FR Notice 02/03/12].~~

BCHA Policy

BCHA does not identify any additional protected classes.

BCHA will not use any of these factors to:

- Deny to any family the opportunity to apply for housing, nor deny to any qualified applicant the opportunity to participate in the **assisted housing** ~~housing choice voucher~~ programs
- Provide housing that is different from that provided to others
- Subject anyone to segregation or disparate treatment
- **Subject anyone to sexual harassment**
- Restrict anyone's access to any benefit enjoyed by others in connection with the housing program
- Treat a person differently in determining eligibility or other requirements for admission
- Steer an applicant or participant toward or away from a particular area based on any of these factors

- Deny anyone access to the same quality level of services
- Deny anyone the opportunity to participate in a planning or advisory group that is an integral part of the housing program
- Discriminate in the provision of residential real estate transactions
- Discriminate against someone because they are related to or associated with a member of a protected class
- Publish or cause to be published an advertisement or notice indicating the availability of housing that prefers or excludes persons who are members of a protected class

Providing Information to Families and Owners

The PHA must take steps to ensure that families and owners are fully aware of all applicable civil rights laws. As part of the briefing process, the PHA must provide information to HCV applicant families about civil rights requirements and the opportunity to rent in a broad range of neighborhoods [24 CFR 982.301]. The Housing Assistance Payments (HAP) contract informs owners of the requirement not to discriminate against any person because of race, color, religion, sex (including gender identity and sexual orientation), national origin, age, familial status, or disability in connection with the contract.

Discrimination Complaints

If an applicant or participant believes that any family member has been discriminated against by the PHA or an owner, the family should advise the PHA. HUD requires the PHA to make every reasonable attempt to determine whether the applicant's or participant's assertions have merit and take any warranted corrective action. In addition, the PHA is required to provide the applicant or participant with information about how to file a discrimination complaint [24 CFR 982.304].

Upon receipt of a housing discrimination complaint, the PHA is required to:

- Provide written notice of the complaint to those alleged and inform the complainant that such notice was made
- Investigate the allegations and provide the complainant and those alleged with findings and either a proposed corrective action or an explanation of why corrective action is not warranted
- Keep records of all complaints, investigations, notices, and corrective actions [Notice PIH 2014-20]

BCHA Policy

Applicants or participants who believe that they have been subject to unlawful discrimination may notify BCHA either orally or in writing.

Within 10 business days of receiving the complaint, BCHA will provide a written notice to those alleged to have violated the rule. BCHA will also send a written notice to the complainant informing them that notice was sent to those alleged to have violated the rule,

as well as information on how to complete and submit a housing discrimination complaint form to HUD's Office of Fair Housing and Equal Opportunity (FHEO).

BCHA will attempt to remedy discrimination complaints made against BCHA **and will conduct an investigation into all allegations of discrimination.**

Within 10 business days following the conclusion of the PHA's investigation, the PHA will provide the complainant and those alleged to have violated the rule with findings and either a proposed corrective action plan or an explanation of why corrective action is not warranted.

The PHA will keep a record of all complaints, investigations, notices, and corrective actions. (See Chapter 16.)

BCHA will provide a copy of a discrimination complaint form to the complainant and provide them with information on how to complete and submit the form to HUD's Office of Fair Housing and Equal Opportunity (FHEO).

PART II: POLICIES RELATED TO PERSONS WITH DISABILITIES

2-II.A. OVERVIEW

One type of disability discrimination prohibited by the Fair Housing Act is the refusal to make reasonable accommodations in rules, policies, practices, or services when such accommodation may be necessary to afford a person with a disability the equal opportunity to use and enjoy a program or dwelling under the program.

The PHA must ensure that persons with disabilities have full access to the PHA's programs and services. This responsibility begins with the first contact by an interested family and continues through every aspect of the program.

BCHA Policy

BCHA will ask all applicants and participants if they require any type of accommodations, in writing, on the intake application, reexamination documents, and notices of adverse action by the BCHA, by including the following language:

“If you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact the housing authority.”

A specific name and phone number of designated staff will be provided to process requests for accommodation.

BCHA will display posters and other housing information and signage in locations throughout the BCHA's office in such a manner as to be easily read from a wheelchair.

1.0. DEFINITION OF REASONABLE ACCOMMODATION

A reasonable accommodation is a change, exception, or adjustment to a rule, policy, practice, or service that may be necessary for a person with disabilities to have an equal opportunity to use and enjoy a dwelling, including public and common-use spaces, or to fulfill their program obligations.

- (1) A person with a disability may require special accommodations in order to have equal access to the ~~Housing Choice Voucher (HCV)~~ **Assisted Housing** programs.
- (2) The types of reasonable accommodations BCHA can provide include changes, exceptions, or adjustments to a rule, policy, practice, or service.
- (3) Federal regulations stipulate that requests for accommodations will be considered reasonable if they do not create an "undue financial and administrative burden" for BCHA, or result in a "fundamental alteration" in the nature of the program or service offered. A fundamental alteration is a modification that alters the essential nature of a provider's operations.
- (4) Types of Reasonable Accommodations:
When needed, BCHA may modify normal procedures to accommodate the needs of a person with a disability. Examples include:
 - a) Permitting applications and reexaminations to be completed by mail or phone,
 - b) Conducting home visits,
 - c) Using higher payment standards (either within the acceptable range or with HUD approval of a payment standard outside BCHA's range) if BCHA determines this is necessary to enable a person with disabilities to obtain a suitable housing unit,
 - d) Providing time extensions for locating a unit when necessary because of a lack of availability of accessible units or special challenges of the family in seeking a unit
 - e) Permitting an authorized designee or advocate to participate in the application or certification process and any other meetings with BCHA staff,
 - f) **Provide** ~~Displaying~~ posters and other housing information located throughout BCHA's office **via print or digital access upon request** ~~in such a manner as to be easily readable from a wheelchair.~~

1.1. REQUEST FOR AN ACCOMMODATION

- (1) If an applicant or participant indicates that an exception, change, or adjustment to a rule, policy, practice, or service is needed because of a disability, HUD requires that BCHA treat the information as a request for a reasonable accommodation, even if no formal request is made [Joint Statement of the Departments of HUD and Justice: Reasonable Accommodations under the Fair Housing Act].
- (2) The family must explain what type of accommodation is needed to provide the person with the disability full access to BCHA's programs and services.
- (3) If the need for the accommodation is not readily apparent or known to BCHA, the

family must explain the relationship between the requested accommodation and the disability. There must be an identifiable relationship, or nexus, between the requested accommodation and the individual's disability.

- (4) BCHA will encourage the family to make its request in writing using a reasonable accommodation request form. However, BCHA will consider the accommodation any time the family indicates that an accommodation is needed whether or not a formal written request is submitted.

1.2. VERIFICATION OF DISABILITY

- (1) The definition of a person with a disability for the purpose of obtaining a reasonable Accommodation is much broader than the HUD definition of disability, which is used for waiting list preferences and income allowances. The regulatory civil rights definition for persons with disabilities is provided ~~on pages six and seven~~ at the end of this chapter.
- (2) Before providing an accommodation, BCHA must determine that:
 - (a) The person meets the definition of a person with a disability, and
 - (b) The accommodation will enhance the family's access to BCHA's programs and services.
- (3) If a person's disability is obvious or otherwise known to BCHA, and if the need for the requested accommodation is also readily apparent or known, no further verification will be required [Joint Statement of the Departments of HUD and Justice: Reasonable Accommodations under the Fair Housing Act].
- (4) If a family indicates that an accommodation is required for a disability that is not obvious or otherwise known to BCHA, BCHA must verify that the person meets the definition of a person with a disability, and that the limitations imposed by the disability requires the requested accommodation.
- (5) When verifying a disability, BCHA will follow the verification process below. All information related to a person's disability will be treated in accordance with BCHA confidentiality standards. In addition to the general requirements that govern all verification efforts, the following requirements apply when verifying a disability:
 - (a) Third-party verification must be obtained from an individual identified by the family who is competent to make the determination. According to the [Joint Statement of the Departments of HUD and Justice:
Reasonable Accommodations under the Fair Housing Act], the following entities may provide verification of a disability:
 - (i) A doctor or other medical professional,
 - (ii) A peer support group,
 - (iii) A non-medical service agency, or
 - (iv) A reliable third party who is in a position to know about the individual's disability.

- (b) BCHA must request only information that is necessary to evaluate the disability-related need for the accommodation. BCHA will not inquire about the nature or extent of any disability.
- (c) Medical records will not be accepted or retained in the participant file.
- (d) In the event that BCHA does not receive confidential information about a person's specific diagnosis, treatment, or the nature or severity of the disability, BCHA will dispose of it. In place of the information, BCHA will note in the file that the disability and other requested information have been verified, the date the verification was received, and the name and address of the knowledgeable professional who sent the information [Notice PIH 2010-26].

1.3. APPROVAL/DENIAL OF A REQUESTED ACCOMMODATION

- (1) BCHA must approve a request for an accommodation if the following three conditions are met:
 - (a) The request was made by or on behalf of a person with a disability.
 - (b) There is a disability-related need for the accommodation.
 - (c) The requested accommodation is reasonable, meaning it would not impose:
 - (i) An undue financial and administrative burden on BCHA, or
 - (ii) Fundamentally alter the nature of BCHA's HCV **Assisted Housing** operations (including the obligation to comply with HUD requirements and regulations).
- (2) Requests for accommodations must be assessed on a case-by-case basis.
- (3) Before making a determination whether to approve the request, BCHA may enter into discussion with the family, request more information from the family, or may require the family to sign a consent form so that BCHA may verify the need for the requested accommodation
- (4) BCHA will promptly respond in writing to a request for a reasonable accommodation or consideration of mitigating circumstances with a decision or a request for additional information not to exceed thirty (30) ~~business~~ **calendar** days from receipt of verification(s).
- (5) When a request for additional information is made, the Client must respond within fifteen (15) ~~business~~ **calendar** days of such request, except in cases of extenuating circumstances.
- (6) A request may be reopened if the documentation is received after the stated deadline.
- (7) Upon receipt of the necessary information, BCHA will respond within thirty (30) ~~business~~ **calendar** days, except in cases of extenuating circumstances. In such cases of delay, BCHA will notify the Client in writing why additional time is needed to respond to the request.
- (8) If BCHA denies a request for an accommodation because it is not reasonable (it would impose an undue financial and administrative burden or fundamentally alter the nature of BCHA's operations), BCHA will discuss with the family whether an alternative accommodation could effectively address the family's disability-related needs without a fundamental alteration to the HCV program and without imposing an

undue financial and administrative burden.

- (9) If BCHA believes that the family has failed to identify a reasonable alternative accommodation after the discussion, BCHA will notify the family, in writing, of its determination within 10 business days from the date of the most recent discussion or communication with the family.
- (10) BCHA will provide a two-tier Informal Hearing process. The first step is an Appeal to the Department Director or his/her designee (such as a Supervisor) and the final step is an appeal to the 504 Coordinator.

(a) Tier One: First Appeal:

- (i) If a request for a reasonable accommodation is denied or a Client believes that they have been discriminated against due to their disability, the Client may first submit an appeal to the applicable Department Director. A request for an appeal must be in writing, and received by the BCHA within thirty (30) ~~business~~ calendar days of the Client being notified of the initial denial or discrimination incident.
- (ii) The Department Director (or his/her designee) shall review the case and if necessary consult with the BCHA's 504 Coordinator to ensure that the decision is in accordance with the Americans with Disabilities Act (ADA), applicable Fair Housing guidelines, and BCHA policy.
- (iii) If more information is required from the Client, the Client shall have up to fifteen (15) business days to provide the requested documentation to the BCHA.
- (iv) Once the Director (or his/her designee) has all the documentation necessary to review the appeal, the BCHA has thirty (30) business days to provide the Client with a determination on his/her appeal.
- (v) If the appeal is denied, the Client is to be notified of their right to file a grievance within fifteen (15) business days of notification of the denial.

1.7. PHYSICAL ACCESSIBILITY

- (1) BCHA must comply with a variety of regulations pertaining to physical accessibility, including, but not limited to, the following:
 - (a) Notice PIH 2010-26
 - (b) Section 504 of the Rehabilitation Act of 1973
 - (c) The Americans with Disabilities Act of 1990
 - (d) The Architectural Barriers Act of 1968
 - (e) The Fair Housing Act of 1988
- (2) BCHA's policies concerning physical accessibility must be readily available to applicants and participants. The policies can be found in the following documents:
 - (a) The Reasonable Accommodation Policy, see appendix; and
 - (b) Notice PIH 2010-26 summarizes information about pertinent laws and implementing regulations related to nondiscrimination and accessibility in

federally funded housing programs.

- (3) The design, construction, or alteration of BCHA facilities must conform to the Uniform Federal Accessibility Standards (UFAS). Newly constructed facilities must be designed to be readily accessible to and usable by persons with disabilities. Alterations to existing facilities must be accessible to the maximum extent feasible. Pursuant to this policy, the BCHA must provide accessibility so long as the accommodation does not impose an undue financial and administrative burden on the operations of the BCHA's ~~HCV~~ **Assisted Housing** programs.
- (4) When issuing a voucher to a family that includes an individual with a disability, the BCHA will ~~include~~ **provide upon request** a current list of available accessible units known to BCHA, and will assist the family in locating an available accessible unit, if necessary.
- (5) In general, pursuant to applicable laws related to providing reasonable accommodations to allow for physical accessibility, owners must permit the family to make reasonable modifications to the unit. The owner, however, is not required to pay for the modification and may require that the unit be restored to its original state at the family's expense when the family vacates the unit.

DEFINITION OF A PERSON WITH A DISABILITY UNDER FEDERAL CIVIL RIGHTS LAWS [24 CFR Parts 8.3 and 100.201]

A person with a disability, as defined under federal civil rights laws, is any person who:

- Has a physical or mental impairment that substantially limits one or more of the major life activities of an individual, or
- Has a record of such impairment, or
- Is regarded as having such impairment

The phrase "physical or mental impairment" includes, but is not limited to the following:

- Any physiological disorder or condition, cosmetic or disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine; or
- Any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The term "physical or mental impairment" includes, but is not limited to: such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, drug addiction and alcoholism.

"Major life activities" includes, but is not limited to, caring for oneself, performing manual tasks, walking, seeing, hearing, breathing, learning, and/or working.

The definition of a person with a disability does not include:

- Current illegal drug users

- People whose alcohol use interferes with the rights of others
- Persons who objectively pose a direct threat or substantial risk of harm to others that cannot be controlled with a reasonable accommodation under the HCV program.

The above definition of disability determines whether an applicant or participant is entitled to any of the protections of federal disability civil rights laws. Thus, a person who does not meet this disability is not entitled to a reasonable accommodation under federal civil rights and fair housing laws and regulations.

The HUD definition of a person with a disability is much narrower than the civil rights definition of disability. The HUD definition of a person with a disability is used for purposes of receiving the disabled family preference, the \$400 elderly/disabled household deduction, the \$480 dependent deduction, the allowance for medical expenses, or the allowance for disability assistance expenses. The definition of a person with a disability for purposes of granting a reasonable accommodation request is much broader than the HUD definition of disability. Many people will not qualify as a disabled person under the HCV Assisted Housing programs, yet an accommodation is needed to provide equal opportunity.

PART III: IMPROVING ACCESS TO SERVICES FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (LEP)

2-III.A. OVERVIEW

Language for Limited English Proficiency Persons (LEP) can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by the HCV program. In certain circumstances, failure to ensure that LEP persons can effectively participate in or benefit from federally-assisted programs and activities may violate the prohibition under Title VI against discrimination on the basis of national origin. This part incorporates the Final Guidance to Federal Assistance Recipients Regarding Title VI Prohibition against National Origin Discrimination Affecting Limited English Proficient Persons, published January 22, 2007, in the *Federal Register*.

The BCHA will take affirmative steps to communicate with people who need services or information in a language other than English. These persons will be referred to as Persons with Limited English Proficiency (LEP).

LEP is defined as persons who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English. For the purposes of this administrative plan, LEP persons are HCV applicants and participants, and parents and family members of applicants and participants.

In order to determine the level of access needed by LEP persons, the PHA will balance the following four factors: (1) the number or proportion of LEP persons eligible to be served or likely to be encountered by the Assisted Housing Housing Choice Voucher programs; (2) the

frequency with which LEP persons come into contact with the program; (3) the nature and importance of the program, activity, or service provided by the program to people's lives; and (4) the resources available to the PHA and costs. Balancing these four factors will ensure meaningful access by LEP persons to critical services while not imposing undue burdens on the PHA.

2-III.B. ORAL INTERPRETATION

The PHA will offer competent interpretation services free of charge, upon request, to the LEP person.

BCHA Policy

~~BCHA will utilize a language line for telephone interpreter services.~~

When exercising the option to conduct remote briefings, informal reviews, or hearings, however, the PHA will coordinate with a remote interpretation service which, when available, uses video conferencing technology rather than voice-only interpretation.

Where LEP persons desire, they will be permitted to use, at their own expense, an interpreter of their own choosing, in place of or as a supplement to the free language services offered by the BCHA. **The PHA, at its discretion, may choose to use the language services even when LEP persons desire to use an interpreter of their choosing. The interpreter may be a family member or friend. If the interpreter chosen by the family is a minor, the PHA will not rely on the minor to serve as the interpreter.** The interpreter may be a family member or friend.

BCHA will analyze the various kinds of contacts it has with the public, to assess language needs and decide what reasonable steps should be taken. "Reasonable steps" may not be reasonable where the costs imposed substantially exceed the benefits.

Where feasible and possible, according to its language assistance plan (LAP), the BCHA will train and hire bilingual staff to be available to act as interpreters ~~and translators~~, will pool resources with other PHAs, and will standardize documents.

2-III.D. IMPLEMENTATION PLAN

After completing the four-factor analysis and deciding what language assistance services are appropriate, the PHA shall determine whether it is necessary to develop a written implementation plan to address the identified needs of the LEP populations it serves.

If the PHA determines that it is not necessary to develop a written implementation plan, the absence of a written plan does not obviate the underlying obligation to ensure meaningful access by LEP persons to the PHA's **Assisted Housing** ~~Housing Choice Voucher~~ programs and services.

BCHA Policy

If it is determined that BCHA serves very few LEP persons, and BCHA has very limited resources, BCHA will not develop a written LEP plan, but will consider alternative ways to articulate in a reasonable manner a plan for providing meaningful access. Entities having significant contact with LEP persons, such as schools, grassroots and faith-based organizations, community groups, and groups working with new immigrants will be contacted for input into the process.

If BCHA determines it is appropriate to develop a written LEP plan, the following five steps will be taken: (1) Identifying LEP individuals who need language assistance; (2) identifying language assistance measures; (3) training staff; (4) providing notice to LEP persons; and (5) monitoring and updating the LEP plan.

Language Access Plan

BCHA is obligated to reduce language barriers that could preclude meaningful access by limited English proficiency (LEP) persons to BCHA programs and activities. BCHA has prepared a Language Access Plan (LAP) which defines the actions to be taken to ensure meaningful access to BCHA services, programs, and activities on the part of LEP persons.

BCHA will take affirmative steps to communicate with people who need services or information in a language other than English. These persons will be referred to as Persons with Limited English Proficiency (LEP).

In order to determine the level of access needed by LEP persons, the PHA will balance the following four factors:

BCHA conducted a Four Factor Analysis, considering the following:

- 1. The number or proportion of LEP persons served or encountered in the eligible service population**
- 2. The frequency with which LEP persons come into contact with the program**
- 3. The nature and importance of the program, activity, or service**
- 4. The resources available to execute the program and costs of providing LEP services**

Balancing these four factors will ensure meaningful access by LEP persons to critical services while not imposing undue burdens on the PHA.

Equal Access

The “Equal Access Rule prohibits considering a person’s marital status, sexual orientation, or gender identity in making eligibility determinations for housing. HUD defines the term “family” as applicable to the BCHA S+C Program as follows:

Family includes, but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, any group of persons presenting for assistance together with or without children and irrespective of age, relationship, or whether or not a member of the household has a disability. A child who is temporarily away from the home because of placement in foster care is considered a member of the family.

What this means is that any group of people that present together for assistance and identify themselves as a family, regardless of age or relationship or other factors, are considered to be family and must be served together as such. Further, a recipient or sub-recipient receiving funds under CoC Programs cannot discriminate against a group of people presenting as family based on the composition of the family, the age of any member's family, the disability status of any members of the family, marital status, actual or perceived sexual orientation, or gender identity.

Additionally, HUD's final rule entitled "Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs" ensures equal access to individuals in accordance with their gender identity in programs and shelters funded under programs administered by HUD's Office of Community Planning and Development (CPD). This final rule requires that recipients and sub-recipients of CPD funding, as well as owners, operators, and managers of shelters, and other buildings and facilities and providers of services funded whole or in part by any CPD program to grant access to such facilities, other buildings, benefits, accommodations, and services to individuals in accordance with the individual's gender identity, and in a manner that affords equal access to the individual's family.

Program Accessibility for Persons with Hearing Impairments

To meet the needs of persons with hearing impairments, TTD/TTY (text telephone display/teletype) communication will be available. Additional examples of alternative forms of communication are sign language interpretation; having material explained orally by staff; or having a third-party representative (a friend, relative, or advocate, named by the applicant) to receive, interpret and explain housing materials and be present at all meetings.

Auxiliary Aids and Services

The term 'auxiliary aids and services may include:

- (1) Qualified interpreters or other effective methods of making aurally delivered materials available to individuals with hearing impairments;
- (2) Qualified readers, taped texts, or other effective methods of making visually delivered materials available to individuals with visual impairments;
- (3) Acquisition or modification of equipment or devices; and
- (4) Other similar services and actions.

CHAPTER 3: ELIGIBILITY

INTRODUCTION

The PHA is responsible for ensuring that every individual and family admitted to the HCV program meets all program eligibility requirements. This includes any individual approved to join the family after the family has been admitted to the program. The family must provide any information needed by the PHA to confirm eligibility and determine the level of the family's assistance.

To be eligible for the HCV program:

- The applicant family must:
 - Qualify as a family as defined by HUD and the PHA.
 - Have income at or below HUD-specified income limits.
 - Qualify on the basis of citizenship or the eligible immigrant status of family members.
 - Provide social security number information for household members as required.
 - Consent to the PHA's collection and use of family information as provided for in PHA-provided consent forms.
 - **Not currently receiving a duplicate housing subsidy.**

PART I: DEFINITIONS OF FAMILY AND HOUSEHOLD MEMBERS

3-I.C. FAMILY BREAKUP AND REMAINING MEMBER OF TENANT FAMILY

Family Breakup [24 CFR 982.315; Notice PIH 2017-08]

Except under the following conditions, the PHA has discretion to determine which members of an assisted family continue to receive assistance if the family breaks up:

- If the family breakup results from an occurrence of domestic violence, dating violence, sexual assault, or stalking, the PHA must ensure that the victim retains assistance. (For documentation requirements and policies related to domestic violence, dating violence, sexual assault, and stalking, see section 16-IX.D of this plan.)
- In accordance with Notice PIH 2017-08, for HUD-Veterans Affairs Supportive Housing (HUD-VASH) vouchers, when the veteran is the perpetrator of domestic violence, dating violence, sexual assault, or stalking, the victim must continue to be assisted. Upon termination of the perpetrator's HUD-VASH voucher, the victim should be given a regular HCV if one is available, and the perpetrator's HUD-VASH voucher should be used to serve another eligible family. If a regular HCV is not available, the victim will continue to use the HUD-VASH voucher, which must be issued to another eligible family upon the voucher's turnover.
- If a court determines the disposition of property between members of the assisted family in a divorce or separation decree **in a divorce or separation decree**, the PHA is bound by the court's determination of which family members continue to receive assistance.

BCHA Policy

When a family on the waiting list breaks up into two otherwise eligible families, only one of the new families may retain the original application date. Other former family members may make a new application with a new application date if the waiting list is open.

If a family breaks up into two otherwise eligible families while receiving assistance, only one of the new families will continue to be assisted.

In the absence of a judicial decision or an agreement among the original family members, BCHA will determine which family will retain their placement on the waiting list or continue to receive assistance. In making its determination, BCHA will take into consideration the following factors: (1) the interest of any minor children, including custody arrangements; (2) the interest of any ill, elderly, or disabled family members; (3) the interest of any family member who is the victim of domestic violence, dating violence, sexual assault, or stalking, including a family member who was forced to leave an assisted unit as a result of such actual or threatened abuse; (4) any possible risks to family members as a result of criminal activity; and (5) the recommendations of social service professionals

Remaining Member of a Tenant Family [24 CFR 5.403]

The HUD definition of family includes the *remaining member of a ~~tenant~~ family*, which is a member of an assisted family who remains in the unit when other members of the family have left the unit. Household members such as live-in aides, foster children, and foster adults do not qualify as remaining members of a family.

If dependents are the only “remaining members of a ~~tenant~~ family” and there is no **assisted** family member able to assume the responsibilities of the head of household, see Chapter 6, Section 6-I.B, for the policy on “Caretakers for a Child.”

3-I.D. HEAD OF HOUSEHOLD [24 CFR 5.504(b)]

Head of household means the adult member of the family who is considered the head for purposes of determining income eligibility and rent. The head of household is responsible for ensuring that the family fulfills all of its responsibilities under the program, alone or in conjunction with a co-head or spouse.

BCHA Policy

The **head of household** ~~family~~ may designate any qualified family member as the head of household.

A minor who is emancipated under state law may be designated as head of household.

The head of household must have the legal capacity to enter into a lease under state and local law. ~~A minor who is emancipated under state law may be designated as head of household.~~

3-I.E. SPOUSE, CO-HEAD, AND OTHER ADULT

A family may have a spouse or co-head, but not both [HUD-50058 IB, p. 13]. *Spouse* means the marriage partner of the head of household.

BCHA Policy

A *marriage partner* includes the partner in a "common law" marriage **a domestic partnership** as defined in state law. The term "spouse" does not apply to friends, roommates, or significant others who are not ~~marriage~~ **legal domestic** partners. A minor who is emancipated under state law may be designated as a spouse.

A *co-head* is an individual in the household who is equally responsible with the head of household for ensuring that the family fulfills all of its responsibilities under the program, but who is not a spouse. A family can have only one co-head.

BCHA Policy

Minors who are emancipated under state law may be designated as a co-head.

Other adult means a family member, other than the head, spouse, or co-head, who is 18 years of age or older. Foster adults and live-in aides are not considered other adults.

3-I.F. DEPENDENT [24 CFR 5.603]

A *dependent* is a family member who is under 18 years of age or a person of any age who is a person with a disability or a full-time student, except that the following persons can never be dependents: the head of household, spouse, co-head, foster children/adults and live-in aides. Identifying each dependent in the family is important because each dependent qualifies the family for a dependent allowance as described in Chapter 6.

Joint Custody of Dependents

BCHA Policy

Dependents that are subject to a joint custody arrangement will be considered a member of the family if they live with the applicant or participant's family ~~50 percent or more~~ **for more than six months** of the time.

When more than one applicant or participant family is claiming the same dependents as family members, the family with primary custody at the time of the initial examination or reexamination will be able to claim the dependents. If there is a dispute about which family should claim them, the BCHA will make the determination based on available documents such as court orders, **school records**, or an IRS return showing which family has claimed the child for income tax purposes.

3-I.J. GUESTS [24 CFR 5.100]

A *guest* is a person temporarily staying in the unit with the consent of a member of the household who has expressed or implied authority to so consent.

BCHA Policy

A guest can remain in the assisted unit ~~no longer than~~ **as specified in the lease agreement or no longer than 30 14** consecutive days ~~or a total of 90 cumulative days~~ during any 12-month period.

Children who are subject to a joint custody arrangement or for whom a family has visitation privileges, that are not included as a family member because they live outside of the assisted household more than 50 percent of the time, are not subject to the time limitations of guests as described above.

A family may request an exception to this policy for valid reasons (e.g., care of a relative recovering from a medical procedure is expected to last 40 consecutive days). An exception will not be made unless the family can identify and provide documentation of the residence to which the guest will return.

3-I.L. ABSENT FAMILY MEMBERS

Individuals may be absent from the family, either temporarily or permanently, for a variety of reasons including educational activities, placement in foster care, employment, illness, incarceration, and court order.

Definitions of Temporarily and Permanently Absent

BCHA Policy

Generally, any ~~individual~~ **family member** who is or is expected to be absent from the assisted unit for ~~180~~ **90** consecutive days or less is considered temporarily absent and continues to be considered a family member. Generally, an individual who is or is expected to be absent from the assisted unit for more than 180 consecutive days is considered permanently absent and no longer a family member. Exceptions to this general policy are discussed below.

Absent Students

BCHA Policy

When someone who has been considered a family member attends school away from home, the person will continue to be considered a family member unless information becomes available to BCHA indicating that the student has established a separate household (**non-student affiliated housing**) or the family declares that the student has established a separate household.

been permanently removed from the home, the child will be counted as a family member.

Family Members Permanently Confined for Medical Reasons [HCV GB, p. 5-22]

If a family member is confined to a nursing home or hospital on a permanent basis, that person is no longer considered a family member and the income of that person is not counted [HCV GB, p. 5-22].

BCHA Policy

An individual confined to a nursing home, assisted living facility, or medical facility on a permanent basis is not considered a family member

BCHA will request verification of the family member's ~~permanent~~ absence from a responsible medical professional. If the responsible medical professional cannot provide a determination, the person will be considered temporarily absent. If the family certifies that the family member is confined on a permanent basis, they may present, and BCHA will consider, any additional documentation or evidence.

3-I.M. LIVE-IN AIDE

A *live-in aide* is a person who resides with one or more elderly persons, or near-elderly persons, or persons with disabilities, and who: (1) is determined to be essential to the care and well-being of the persons, (2) is not obligated for the support of the persons, and (3) would not be living in the unit except to provide the necessary supportive services [24 CFR 5.403].

The PHA must approve a live-in aide if needed as a reasonable accommodation in accordance with 24 CFR 8, to make the program accessible to and usable by the family member with disabilities.

The income of a live-in aide is not counted in the calculation of annual income for the family [24 CFR 5.609(b)]. Relatives may be approved as live-in aides if they meet all of the criteria defining a live-in aide. Because live-in aides are not *family* members, a relative who serves as a live-in aide would not be considered a remaining member of a tenant family.

BCHA Policy

A family's request for a live-in aide must be made **to an assigned specialist or program staff** ~~in writing~~. Written verification will be required from a reliable, knowledgeable professional, such as a doctor, social worker, or case worker, that the live-in aide is essential for the care and well-being of the elderly, near-elderly, or disabled family member. For continued approval, the family must submit a new ~~written~~ request-subject to BCHA verification-at each annual reexamination.

In addition, the family and live-in aide will be required to submit a certification stating that the live-in aide is (1) not obligated for the support of the person(s) needing the care, and (2) would not be living in the unit except to provide the necessary supportive services. (3) understands he/she cannot change their status from live-in aide to household member at any time.

BCHA will not approve a particular person as a live-in aide, and may withdraw such approval if [24 CFR 982.316(b)]:

The person commits fraud, bribery or any other corrupt or criminal act in connection with any federal housing program;

The person commits or has committed drug-related criminal activity or violent criminal activity; or any activity that could endanger the right to peaceful living of other residents, and/or

The person currently owes rent or other amounts to the PHA or to another PHA in connection with ~~Section 8~~ **Housing Choice Voucher program (formerly known as Section 8)** or public housing assistance under the 1937 Act.

The person was evicted from assisted housing for any criminal activity

BCHA will notify the family of its decision in writing ~~within 10 business days of receiving a request for a live-in aide, including all required documentation related to the request~~ **in accordance with policies outlined in Chapter 2.**

PART II: BASIC ELIGIBILITY CRITERIA

3-II.A. INCOME ELIGIBILITY AND TARGETING

Income Limits

HUD establishes income limits for all areas of the country and publishes them annually in the *Federal Register*. They are based upon estimates of median family income with adjustments for family size. The income limits are used to determine eligibility for the program and for income targeting purposes as discussed in this section.

Definitions of the Income Limits [24 CFR 5.603(b)]

Low-income family. A family whose annual income does not exceed 80 percent of the median income for the area, adjusted for family size.

Very low-income family. A family whose annual income does not exceed 50 percent of the median income for the area, adjusted for family size.

Extremely low-income family. A family whose annual income does not exceed **the federal poverty level** or 30 percent of the median income for the area, ~~adjusted for family size~~ **whichever number is higher.**

Area median income is determined by HUD, with adjustments for smaller and larger families. HUD may establish income ceilings higher or lower than 30, 50, or 80 percent of the median income for an area if HUD finds that such variations are necessary because of unusually high or low family incomes.

Using Income Limits for Eligibility [24 CFR 982.201]

Income limits are used for eligibility only at admission. Income eligibility is determined by comparing the annual income of an applicant to the applicable income limit for their family size. In order to be income eligible, an applicant family must be one of the following:

- A *very low-income* family
- A *low-income* family that has been "continuously assisted" under the 1937 Housing Act. A family is considered to be continuously assisted if the family is already receiving assistance

under any 1937 Housing Act program at the time the family is admitted to the HCV program [24 CFR 982.4; **24 CFR 982.201(b)**]

BCHA Policy

BCHA will consider a family to be continuously assisted if the family was leasing a unit under any 1937 Housing Act program at the time they were selected from BCHA's waiting list.

3-II.B. CITIZENSHIP OR ELIGIBLE IMMIGRATION STATUS [24 CFR 5, Subpart E]

Ineligible Families [24 CFR 5.514(d), (e), and (f)]

A PHA may elect to provide assistance to a family before the verification of the eligibility of the individual or one family member [24 CFR 5.512(b)]. Otherwise, no individual or family may be assisted prior to the affirmative establishment by the PHA that the individual or at least one family member is eligible. Verification of eligibility for this purpose occurs when the individual or family members have submitted documentation to the PHA in accordance with program requirements [24 CFR 5.512(a)].

BCHA Policy

BCHA will not provide assistance to a family before the verification of at least one family member.

When BCHA determines that an applicant family does not include any citizens, nationals, or eligible noncitizens, following the verification process, the family will be sent a written notice within ~~10 business~~ **30 calendar** days of the determination.

The notice will explain the reasons for the denial of assistance, that the family may be eligible for proration of assistance, and will advise the family of its right to request an appeal to the United States Citizenship and Immigration Services (USCIS), or to request an informal hearing with BCHA. The informal hearing with BCHA may be requested in lieu of the USCIS appeal, or at the conclusion of the USCIS appeal process. The notice must also inform the applicant family that assistance may not be delayed until the conclusion of the USCIS appeal process, but that it may be delayed pending the completion of the informal hearing process.

Informal hearing procedures are contained in Chapter 16.

3-II.D. FAMILY CONSENT TO RELEASE OF INFORMATION [24 CFR 5.230; HCV GB, p. 5-13]

HUD requires each adult family member, and the head of household, spouse, or co-head, regardless of age, to sign form HUD-9886, Authorization for the Release of Information/Privacy Act Notice, **the form HUD-52675 Debts Owed to Public Housing Agencies and Terminations**, and other consent forms as needed to collect information relevant to the family's eligibility and

level of assistance. Chapter 7 provides detailed information concerning the consent forms and verification requirements.

The PHA must deny admission to the program if any member of the applicant family fails to sign and submit the consent forms for obtaining information in accordance with 24 CFR 5, Subparts B and F [24 CFR 982.552(b)(3)].

3-II.E. STUDENTS ENROLLED IN INSTITUTIONS OF HIGHER EDUCATION **[24 CFR 5.612, FR Notice 4/10/06, FR Notice 9/21/2016]**

Section 327 of Public Law 109-115 and the implementing regulation at 24 CFR 5.612 established new restrictions on the eligibility of certain students (both part and full-time) who are enrolled in institutions of higher education.

If a student enrolled at an institution of higher education is under the age of 24, is not a veteran, is not married, does not have a dependent child, and is not a person with disabilities receiving HCV assistance as of November 30, 2005, the student's eligibility must be examined along with the income eligibility of the student's parents. In these cases, both the student and the student's parents must be income eligible for the student to receive HCV assistance. If, however, a student in these circumstances is determined independent from ~~his/her~~ **their** parents in accordance with PHA policy, the income of the student's parents will not be considered in determining the student's eligibility.

The new law does not apply to students who reside with parents who are applying to receive HCV assistance. It is limited to students who are seeking assistance on their own, separately from their parents.

Definitions

In determining whether and how the new eligibility restrictions apply to a student, the PHA will rely on the following definitions **FR Notice 4/10/06** [FR Notice 9/21/2016].

Independent Student

BCHA Policy

BCHA will consider a student "independent" from ~~his/her~~ **their** parents and the parents' income will not be considered when determining the student's eligibility if the following four criteria are all met:

1. The individual is of legal contract age under state law.
2. The individual has established a household separate from their parents for at least one year prior to application for occupancy or the individual meets the U.S. Department of Education's definition of independent student.

To be considered an *independent student* according to the Department of Education, a student must meet one or more of the following criteria:

The individual is at least 24 years old by December 31 of the award year for which aid is sought

The individual is an orphan, in foster care, or a ward of the court or was an orphan, in foster care, or ward of the court at any time when the individual was 13 years of age or older

The individual is, or was immediately prior to attaining the age of majority, an emancipated minor or in legal guardianship as determined by a court of competent jurisdiction in the individual's state of legal residence

The individual is a veteran of the U.S. Armed Forces or is currently serving on active duty in the Armed Forces for other than training purposes

The individual is a graduate or professional student

The individual is married

The individual has one or more legal dependents other than a spouse (for example, dependent children or an elderly dependent parent)

The individual has been verified during the school year in which the application is submitted as either an unaccompanied youth who is a homeless child or youth, or as unaccompanied, at risk of homelessness, and self-supporting by:

A local educational agency homeless liaison

The director of a program funded under subtitle B of title IV of the McKinney-Vento Homeless Assistance Act or a designee of the director

A financial aid administrator

The individual is a student for whom a financial aid administrator makes a documented determination of independence by reason of other unusual circumstances

3. The individual was not claimed as a dependent by ~~his/her~~ **their** parents pursuant to IRS regulations, as demonstrated on the parents' most recent tax forms.
4. The individual provides a certification of the amount of financial assistance that will be provided by ~~his/her~~ **their** parents. This certification must be signed by the individual providing the support and must be submitted even if no assistance is being provided.

If BCHA determines that an individual meets the definition of a *vulnerable youth* such a determination is all that is necessary to determine that the person is an *independent student* for the purposes of using only the student's income for determining eligibility for assistance.

BCHA will verify that a student meets the above criteria in accordance with the policies in Section 7-II.E.

Determining Student Eligibility

If a student is applying for assistance on ~~his/her~~ **their** own, apart from ~~his/her~~ **their** parents, the PHA must determine whether the student is subject to the eligibility restrictions contained in 24 CFR 5.612. If the student is subject to those restrictions, the PHA must ensure that: (1) the student is individually eligible for the program, (2) either the student is independent from ~~his/her~~ **their** parents or the student's parents are income eligible for the program, and (3) the "family" with which the student is applying is collectively eligible for the program.

BCHA Policy

For any student who is subject to the 5.612 restrictions, BCHA will:

Follow its usual policies in determining whether the student individually and the student's "family" collectively are eligible for the program

Determine whether the student is independent from ~~his/her~~ **their** parents in accordance with the definition of *independent student* in this section

Follow the policies below, if applicable, in determining whether the student's parents are income eligible for the program

If BCHA determines that the student, the student's parents (if applicable), or the student's "family" is not eligible, the PHA will send a notice of denial in accordance with the policies in Section 3-III.F, and the applicant family will have the right to request an informal review in accordance with the policies in Section 16-III.B.

Determining Parental Income Eligibility

BCHA Policy

For any student who is subject to the 5.612 restrictions and who does not satisfy the definition of *independent student* in this section, BCHA will determine the income eligibility of the student's parents as follows:

If the student's parents are married and living together, BCHA will obtain a joint income declaration and certification of joint income from the parents.

If the student's parent is widowed or single, BCHA will obtain an income declaration and certification of income from that parent.

If the student's parents are divorced or separated, BCHA will obtain an income declaration and certification of income from each parent.

If the student has been living with one of ~~his/her~~ **their** parents and has not had contact with or does not know where to contact ~~his/her~~ **their** other parent, BCHA will require the student to submit a certification under penalty of perjury describing the circumstances and stating that the student does not receive financial assistance from the other parent. BCHA will then obtain an income declaration and certification of income from the parent with whom the student has been living or had contact.

In determining the income eligibility of the student's parents, BCHA will use the income limits for the jurisdiction in which the parents live.

3-II.F. EIV SYSTEM SEARCHES [Notice PIH 2018-18; EIV FAQs; EIV System Training 9/30/20]

Existing Tenant Search

Prior to admission to the program, the PHA must search for all household members using the EIV Existing Tenant Search module. The PHA must review the reports for any SSA matches involving another PHA or a multifamily entity and follow up on any issues identified. The PHA must provide the family with a copy of the Existing Tenant Search results if requested. At no time may any family member receive duplicative assistance.

If the tenant is a new admission to the PHA, and a match is identified at a multifamily property, the PHA must report the program admission date to the multifamily property and document the notification in the tenant file. The family must provide documentation of move-out from the assisted unit, as applicable

BCHA Policy

BCHA will contact the PHA or owner identified in the report to confirm that the family has moved out of the unit and obtain documentation of current tenancy status, including a form HUD-50058 or 50059, as applicable, showing an end of participation. BCHA will only approve assistance contingent upon the move-out from the currently occupied assisted unit.

Debts Owed to PHAs and Terminations

All adult household members must sign the form HUD-52675 Debts Owed to Public Housing and Terminations. Prior to admission to the program, the PHA must search for each adult family member in the Debts Owed to PHAs and Terminations module.

If a current or former tenant disputes the information in the module, the tenant should contact the PHA directly in writing to dispute the information and provide any documentation that supports the dispute. If the PHA determines that the disputed information is incorrect, the PHA will update or delete the record from EIV. Former tenants may dispute debt and termination information for a period of up to three years from the end of participation date in the program.

BCHA Policy

BCHA will require each adult household member to sign the form HUD-52675 once at the eligibility determination. Any new members added to the household after admission will be required to sign the form HUD-52675 prior to being added to the household.

BCHA will search the Debts Owed to PHAs and Terminations module as part of the eligibility determination for new households and as part of the screening process for any household members added after the household is admitted to the program. If any information on debts or terminations is returned by the search, the PHA will determine if this information warrants a denial in accordance with the policies in Part III of this chapter.

Income and Income Validation Tool (IVT) Reports

For each new admission, the PHA is required to review the EIV Income and IVT Reports to confirm and validate family reported income within 120 days of the IMS/PIC submission date of the new admission. The PHA must print and maintain copies of the EIV Income and IVT reports in the tenant file and resolve any discrepancies with the family within 60 days of the EIV Income or IVT report dates.

PART III: DENIAL OF ASSISTANCE

3-III.A. OVERVIEW

A family that does not meet the eligibility criteria discussed in Parts I and II, must be denied assistance. In this section we will discuss other situations and circumstances in which denial of assistance is mandatory for the PHA, and those in which denial of assistance is optional for the PHA.

While the regulations state that the PHA must prohibit admission for certain types of criminal activity and give the PHA the option to deny for other types of previous criminal history, more recent HUD rules and OGC guidance must also be taken into consideration when determining whether a particular individual's criminal history merits denial of admission.

When considering any denial of admission, PHAs may not use arrest records as the basis for the denial. Further, HUD does not require the adoption of "One Strike" policies and reminds PHAs of their obligation to safeguard the due process rights of applicants and tenants [Notice PIH 2015-19].

HUD's Office of General Counsel issued a memo on April 4, 2016, regarding the application of Fair Housing Act standards to the use of criminal records. This memo states that a PHA violates the Fair Housing Act when their policy or practice has an unjustified discriminatory effect, even when the PHA had no intention to discriminate. Where a policy or practice that restricts admission based on criminal history has a disparate impact on a particular race, national origin, or other protected class, that policy or practice is in violation of the Fair Housing Act if it is not necessary to serve a substantial, legitimate, nondiscriminatory interest of the PHA, or if that interest could be served by another practice that has a less discriminatory effect [OGC Memo 4/4/16].

PHAs who impose blanket prohibitions on any person with any conviction record, no matter when the conviction occurred, what the underlying conduct entailed, or what the convicted person has done since then will be unable to show that such policy or practice is necessary to achieve a substantial, legitimate, nondiscriminatory interest. Even a PHA with a more tailored policy or practice that excludes individuals with only certain types of convictions must still prove that its policy is necessary. To do this, the PHA must show that its policy accurately distinguishes between criminal conduct that indicates a demonstrable risk to resident safety and property and criminal conduct that does not.

3-III.B. MANDATORY DENIAL OF ASSISTANCE [24 CFR 982.553(a)]

HUD requires the PHA to deny assistance in the following cases:

- Any member of the household has been evicted from federally-assisted housing in the last 5 years for drug-related criminal activity. HUD permits, but does not require, the PHA to admit an otherwise-eligible family if the household member has completed a PHA-approved drug rehabilitation program or the circumstances which led to eviction no longer exist (e.g., the person involved in the criminal activity no longer lives in the household).

BCHA Policy

BCHA will admit an otherwise-eligible family who was evicted from federally-assisted housing within the past 5 years for drug-related criminal activity if BCHA is able to verify that the household member who engaged in the criminal activity has completed a supervised drug rehabilitation program ~~approved by BCHA~~, or the person who committed the crime, is no longer living in the household.

- The PHA has reasonable cause to believe that any household member's current use or pattern of use of illegal drugs, or current abuse or pattern of abuse of alcohol, may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents.

BCHA Policy

In determining reasonable cause, BCHA will consider all credible evidence, including but not limited to, any record of convictions, arrests, or evictions of household members related to the use of illegal drugs or the abuse of alcohol. ~~A conviction will be given more weight than an arrest.~~ BCHA will also consider evidence from treatment providers or community-based organizations providing services to household members.

- Any household member has ever been convicted of drug-related criminal activity for the production or manufacture of methamphetamine on the premises of federally assisted housing
- Any household member is subject to a lifetime registration requirement under a state sex offender registration program

3-III.C. OTHER PERMITTED REASONS FOR DENIAL OF ASSISTANCE

HUD permits, but does not require, the PHA to deny assistance for the reasons discussed in this section.

Criminal Activity [24 CFR 982.553]

HUD permits, but does not require, the PHA to deny assistance if the PHA determines that any household member is currently engaged in, or has engaged in during a reasonable time before the family would receive assistance, certain types of criminal activity.

BCHA Policy

If any household member is currently engaged in, or has engaged in any of the following criminal activities, within the past five years **of court case disposition**, the family will be denied assistance.

Drug-related criminal activity, defined by HUD as the illegal manufacture, sale, distribution, or use of a drug, or the possession of a drug with intent to manufacture, sell, distribute or use the drug [24 CFR 5.100].

Violent criminal activity, defined by HUD as any criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage [24 CFR 5.100].

Criminal activity that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity; or

Criminal activity that may threaten the health or safety of property owners, management staff, and persons performing contract administration functions or other responsibilities on behalf of BCHA (including a BCHA employee or a BCHA contractor, subcontractor, or agent).

Evidence of such criminal activity includes, but is not limited to:

Any conviction for drug-related or violent criminal activity within the past 5 years.

Records of arrests for drug-related or violent criminal activity within the past 5 years, although a record of arrest (s) will not be used as the basis for the denial or proof that the applicant engaged in disqualifying criminal activity.

Any record of eviction from public or privately-owned housing as a result of criminal activity within the past 5 years.

~~A conviction for drug-related or violent criminal activity will be given more weight than an arrest for such activity.~~

In making its decision to deny assistance, BCHA will consider the factors discussed in Section 3-III.E. Upon consideration of such factors, BCHA may, on a case-by-case basis, decide not to deny assistance.

Previous Behavior in Assisted Housing [24 CFR 982.552(c)]

HUD authorizes the PHA to deny assistance based on the family's previous behavior in assisted housing

~~Per the alternative requirements listed in the Federal Register notice dated December 29, 2014,~~ PHAs are not permitted to deny assistance to a family because the family previously failed to meet its obligations under the Family Self-Sufficiency (FSS) program ~~[FR Notice 12/29/14]~~ **[24 CFR 984 101 (d)]**.

BCHA Policy

The BCHA **will** deny assistance to an applicant family if:

The family does not provide information that BCHA or HUD determines is necessary in the administration of the program.

The family does not provide complete and true information to BCHA.

Any family member has been evicted from federally-assisted housing in the last five years.

Any family member has committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program.

The family owes rent or other amounts to BCHA in connection with Section 8 or other public housing assistance under the 1937 Act, unless the family repays the full amount of the debt prior to being selected from the waiting list.

If the family has not reimbursed BCHA for amounts BCHA paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease, unless the family repays the full amount of the debt prior to being selected from the waiting list.

The family has breached the terms of a repayment agreement entered into with BCHA, unless the family repays the full amount of the debt covered in the repayment agreement prior to being selected from the waiting list.

When denying admission due to family debts as shown in HUD's EIV system, the PHA will provide the family with a copy of the EIV Debt Owed to PHA and Termination report.

If the family wishes to dispute the information in the report, the family must contact the PHA that entered the information in EIV in writing, explaining why EIV information is disputed. The family must also provide a copy of the letter and all applicable verification to the PHA to support the family's claim. The PHA will consider the information provided by the family prior to issuing a notice of denial.

A family member has engaged in or threatened violent or abusive behavior toward BCHA personnel.

Abusive or violent behavior towards BCHA personnel includes verbal as well as physical abuse or violence. Use of racial epithets, or other language, written or oral, that is customarily used to intimidate may be considered abusive or violent behavior.

Threatening refers to oral or written threats or physical gestures that communicate intent to abuse or commit violence.

In making its decision to deny assistance, the PHA will consider the factors discussed in Section 3-III.E. Upon consideration of such factors, BCHA may, on a case-by-case basis, decide not to deny assistance.

3-III.D. SCREENING

Screening for Eligibility

PHAs are authorized to obtain criminal conviction records from law enforcement agencies to screen applicants for admission to the HCV program. This authority assists the PHA in complying with HUD requirements and PHA policies to deny assistance to applicants who are engaging in or have engaged in certain criminal activities. In order to obtain access to the records the PHA must require every applicant family to submit a consent form signed by each adult household member [24 CFR 5.903].

BCHA Policy

BCHA will perform a criminal background check through law enforcement for every adult household member.

If the results of the criminal background check indicate that there may be past criminal activity, but the results are inconclusive, BCHA will request additional documentation and case dispositions. A national criminal background check may be requested.

While a PHA has regulatory authority to use criminal conviction records for the purpose of applicant screening for admission, there is no corresponding authority to use these records to check for criminal and illegal drug activity by participants, and therefore, PHAs may not use records for this purpose

PHAs are required to perform criminal background checks necessary to determine whether any household member is subject to a lifetime registration requirement under a state sex offender program in the state where the housing is located, as well as in any other state where a household member is known to have resided [24 CFR 982.553(a)(2)(i)].

BCHA Policy

BCHA will use the Dru Sjodin National Sex Offender database to screen applicants for admission.

Additionally, PHAs must ask whether the applicant, or any member of the applicant’s household, is subject to a lifetime registered sex offender registration requirement in any state [Notice PIH 2012-28].

If the PHA proposes to deny assistance based on a criminal record or on lifetime sex offender registration information, the PHA must notify the household of the proposed action and must provide the subject of the record and the applicant a copy of the record and an opportunity to dispute the accuracy and relevance of the information prior to a denial of admission. [24 CFR 5.903(f) and 5.905(d)].

3-III.F. NOTICE OF ELIGIBILITY OR DENIAL

If the family is eligible for assistance, the PHA will notify the family in writing and schedule a tenant briefing, as discussed in Chapter 5.

If the PHA determines that a family is not eligible for the program for any reason, the family must be notified promptly. The notice must describe: (1) the reasons for which assistance has been denied, (2) the family’s right to an informal review, and (3) the process for obtaining the informal review [24 CFR 982.554 (a)]. See Chapter 16, for informal review policies and procedures.

BCHA Policy

The family will be notified of a decision to deny assistance in writing within ~~10 business~~ **30 calendar** days of the determination.

3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

The Violence against Women Act of 2013 (VAWA) and the HUD regulation at 24 CFR 5.2005(b) prohibit PHAs from denying an applicant admission to the HCV program “on the basis or as a direct result of the fact that the applicant is or has been a victim of domestic violence, dating violence, sexual assault or stalking, if the applicant otherwise qualifies for assistance or admission.”

Definitions of key terms used in VAWA are provided in section 16-IX of this plan, where general VAWA requirements and policies pertaining to notification, documentation, and confidentiality are also located.

Notification

VAWA 2013 expanded notification requirements to include the obligation for PHAs to provide applicants who are denied assistance with a VAWA Notice of Occupancy Rights (form HUD–5380) and a domestic violence certification form HUD-~~50066~~ **5382** at the time the applicant is denied.

BCHA Policy

BCHA acknowledges that a victim of domestic violence, dating violence, sexual assault, or stalking may have an unfavorable history (e.g., a poor credit history, poor rental history,

a record of previous damage to an apartment, a prior arrest record) due to adverse factors that would warrant denial under BCHA's policies.

While the BCHA is not required to identify whether adverse factors that resulted in the applicant's denial are a result of domestic violence, dating violence, sexual assault, or stalking, the applicant may inform BCHA that their status as a victim is directly related to the grounds for the denial. BCHA will request that the applicant provide enough information to the BCHA to allow BCHA to make an objectively reasonable determination, based on all circumstances, whether the adverse factor is a direct result of their status as a victim.

BCHA will include in its notice of denial the VAWA information described in section 16-IX.C of this plan as well as including a copy of the form HUD-5382. BCHA will request **in writing** that an applicant wishing to claim protection under VAWA notify BCHA within 14 business days.

Documentation

Perpetrator Documentation

BCHA Policy

If the perpetrator of the abuse is a member of the applicant family, the applicant must provide additional documentation consisting of one of the following:

- A signed statement (1) requesting that the perpetrator be removed from the application and (2) certifying that the perpetrator will not be permitted to visit or to stay as a guest in the assisted unit
- Documentation that the perpetrator has successfully completed, or is successfully undergoing, rehabilitation or treatment. The documentation must be signed by an employee or agent of a domestic violence service provider or by a medical or other knowledgeable professional from whom the perpetrator has sought or is receiving assistance in addressing the abuse. The signer must attest under penalty of perjury to ~~his or her~~ **their** belief that the rehabilitation was successfully completed or is progressing successfully. The victim and perpetrator must also sign or attest to the documentation.

CHAPTER 4: APPLICATIONS, WAITING LIST AND TENANT SELECTION

PART III: SELECTION FOR HCV ASSISTANCE

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, the PHA may admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without considering the family's position on the waiting list. These families are considered non-waiting list selections. The PHA must maintain records showing that such families were admitted with special program funding.

Targeted Funding [24 CFR 982.204(e)]

HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. In order to assist families within a targeted funding category, the PHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C.

BCHA Policy

BCHA administers the following types of targeted funding:

Continuum of Care/Shelter Plus Care	A Way Home	Moderate Rehabilitation
Family Unification Program	H.E.A.R.T	Non-Elderly Disabled (NED)
Mainstream Program	HUD-VASH	Emergency Housing Vouchers (EHV)
Foster Youth to Independence (FYI)		

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

EXCEPTIONS FOR SPECIAL ADMISSIONS [24 CFR 982.203, 982.54(D)(3)]

Special admissions families will be admitted outside of the regular waiting list process. PHA operates a number of programs which serve special populations, special needs or which were designed for special purposes. For these populations and programs, applicants are generated by referral from various community organizations or divisions of local government which are under a Memorandum of Understanding (MOU) or a Contract with the PHA. They do not have to qualify for any preferences, nor are they required to be on the regular voucher program waiting list. PHA programs qualifying for special admissions include: Family Unification Program, *Housing*

~~Empowerment, Achievement, Recovery, and Triumph (HEART), Continuum of Care/ Shelter Plus Care, Non-Elderly Disabled (NED) Mainstream Disabilities, FY 2017 Mainstream Program, Veteran’s Administration Supportive Housing (VASH), Foster Youth to Independence (FYI), the HOME/TBRA, and Emergency Housing Vouchers (EHV).~~ The PHA maintains separate records of these admissions.

TARGETED FUNDING [24 CFR 982.203]

The Broward County Housing Authority has received grants for the following Programs listed below. A separate waiting list will be maintained for people applying for each program. In all other respects this list shall be kept like the Section 8 Voucher Program Waiting list. The Programs are:

Continuum of Care/Shelter Plus Care	A Way Home	Moderate Rehabilitation
Family Unification Program	H.E.A.R.T	Emergency Housing Vouchers (EHV)
Foster Youth to Independence (FYI)	HUD-VASH	

The order of selection is based on the PHA's system of date and time of application and claimed preference. Seventy-five percent (75%) of new admissions to the program must be at or below thirty percent (30%) of the area median income.

4-III.E. THE APPLICATION INTERVIEW

HUD recommends that the PHA obtain the information and documentation needed to make an eligibility determination through a face-to-face interview with a PHA representative [HCV GB, pg. 4-16]. Being invited to attend an interview does not constitute admission to the program.

Assistance cannot be provided to the family until all SSN documentation requirements are met. However, if the PHA determines that an applicant family is otherwise eligible to participate in the program, the family may retain its place on the waiting list for a period of time determined by the PHA [Notice PIH 2012-10].

Reasonable accommodation must be made for persons with disabilities who are unable to attend an interview due to their disability.

BCHA Policy

Families selected from the waiting list are required to participate in an eligibility interview.

The head of household and the spouse/co-head will be strongly encouraged to attend the interview together. However, either the head of household or the spouse/co-head may attend the interview on behalf of the family. Verification of information pertaining to adult members of the household not present at the interview will not begin until signed release forms are returned to BCHA.

The head of household or spouse/co-head must provide acceptable documentation of legal identity. (Chapter 7 provides a discussion of proper documentation of legal identity.) If the family representative does not provide the required documentation at the time of the interview, he or she will be required to provide it within ~~ten~~ **fifteen** business days.

~~Pending disclosure and documentation of social security numbers, BCPHA will allow the family to retain its place on the waiting list for fifteen business days. If not, all household members have disclosed their SSNs at the next time BCPHA is issuing vouchers, BCHA will issue a voucher to the next eligible applicant family on the waiting list.~~

The family must provide the information necessary to establish the family's eligibility and determine the appropriate level of assistance, as well as completing required forms, providing required signatures, and submitting required documentation. If any materials are missing, BCHA will provide the family with a written list of items that must be submitted.

Any required documents or information that the family is unable to provide at the interview must be provided within ~~ten~~ **fifteen** business days of the interview (Chapter 7 provides details about longer submission deadlines for particular items, including documentation of eligible noncitizen status). If the family is unable to obtain the information or materials within the required time frame, the family may request an extension. If the required documents and information are not provided within the required time frame, (including any extensions), the family will be sent a notice of denial (See Chapter 3).

An advocate, interpreter, or other assistant may assist the family with the application and the interview process.

Interviews will be conducted in English. For limited English proficient (LEP) applicants, BCHA will provide translation services in accordance with BCHA's LEP plan.

If the family is unable to attend a scheduled interview, the family should contact BCHA in advance of the interview to schedule a new appointment. In all circumstances, if a family does not attend a scheduled interview, BCHA will send another notification letter with a new interview appointment time. Applicants who fail to attend two scheduled interviews without BCHA approval will be denied assistance based on the family's failure to supply information needed to determine eligibility. A notice of denial will be issued in accordance with policies contained in Chapter 3.

4-III.F. COMPLETING THE APPLICATION PROCESS

The PHA must verify all information provided by the family (see Chapter 7). Based on verified information, the PHA must make a final determination of eligibility (see Chapter 3) and must confirm that the family qualified for any special admission, targeted funding admission, or selection preference that affected the order in which the family was selected from the waiting list.

BCHA Policy

If BCHA determines that the family is ineligible, BCHA will send written notification of the ineligibility determination within ~~ten business~~ **30 calendar** days of the determination.

The notice will specify the reasons for ineligibility, and will inform the family of its right to request an informal review (Chapter 16).

If a family fails to qualify for any criteria that affected the order in which it was selected from the waiting list (e.g. targeted funding, extremely low-income), the family will be returned to its original position on the waiting list. BCHA will notify the family in writing that it has been returned to the waiting list, and will specify the reasons for it.

If BCHA determines that the family is eligible to receive assistance, BCHA will invite the family to attend a briefing in accordance with the policies in Chapter 5.

CHAPTER 5: BRIEFINGS AND VOUCHER ISSUANCE

5-I.B. BRIEFING [24 CFR 982.301]

The PHA must give the family an oral briefing and provide the family with a briefing packet containing written information about the program. Families may be briefed individually or in groups. At the briefing, the PHA must ensure effective communication in accordance with Section 504 requirements (Section 504 of the Rehabilitation Act of 1973), and ensure that the briefing site is accessible to individuals with disabilities. For a more thorough discussion of accessibility requirements, refer to Chapter 2.

BCHA Policy

Briefings will be conducted **individually or in** group meetings.

Generally, **The** head of the household **and all adult family members** are required to attend the briefing. If the head of household is unable to attend **and requires reasonable accommodation**, BCHA may approve another adult family member to attend the briefing. Families that attend group briefings and still need individual assistance will be referred to an appropriate BCHA staff person.

Briefings will be conducted in English. For limited English proficient (LEP) applicants, BCHA will provide translation services in accordance with BCHA's LEP plan (See Chapter 2).

Oral Briefing [24 CFR 982.301(a)]

Each briefing must provide information on the following subjects:

- How the Housing Choice Voucher program works;
- Family and owner responsibilities;
- Where the family can lease a unit, including renting a unit inside or outside the PHA's jurisdiction;
- An explanation of how portability works. The PHA may not discourage the family from choosing to live anywhere in the PHA jurisdiction or outside the PHA jurisdiction under

portability, unless otherwise expressly authorized by statute, regulation, PIH Notice, or court order;

- The PHA must inform the family of how portability may affect the family’s assistance through screening, subsidy standards, payment standards, and any other elements of the portability process which may affect the family’s assistance;
 - The advantages of areas that do not have a high concentration of low-income families;
 - For families eligible under portability, an explanation of portability. The PHA cannot discourage eligible families from moving under portability;
 - ~~For families receiving welfare to work vouchers, a description of any local obligations of a welfare to work family and an explanation that failure to meet the obligations is grounds for denial of admission or termination of assistance.~~
- For families living in high-poverty census tracts, an explanation of the advantages of moving to areas outside of high-poverty concentrations; and a briefing packet.

In briefing a family that includes a person with disabilities, PHA must also take steps to ensure effective communication.

Briefing Packet [24 CFR 982.301(b); New HCV GB, *Housing Search and Leasing*, p. 7]

Documents and information provided in the briefing packet must include the following:

- The term of the voucher, and the PHA’s policies on any extensions or suspensions of the term. If the PHA allows extensions, the packet must explain how the family can request an extension.
- A description of the method used to calculate the housing assistance payment for a family, including how the PHA determines the payment standard for a family, how the PHA determines total tenant payment for a family, and information on the payment standard and utility allowance schedule.
- An explanation of how the PHA determines the maximum allowable rent for an assisted unit.
- Where the family may lease a unit and an explanation of how portability works, including information on how portability may affect the family’s assistance through screening, subsidy standards, payment standards, and any other elements of the portability process that may affect the family’s assistance.
- The HUD-required tenancy addendum, which must be included in the lease.
- The form the family must use to request approval of tenancy, and a description of the procedure for requesting approval for a tenancy.
- A statement of the PHA policy on providing information about families to prospective owners.
- The PHA subsidy standards including when and how exceptions are made.
- Materials (e.g., brochures) on how to select a unit and any additional information on selecting a unit that HUD provides **(e.g., HUD brochure entitled, “A Good Place to Live”)**.

- Information on federal, state and local equal opportunity laws and a copy of the housing discrimination complaint form, **including information on how to complete the form and file a fair housing complaint.**
- Online list of landlords who may be willing to lease a unit to the family or other resources (e.g., newspapers, organizations, online search tools) that may assist the family in locating a unit. PHA encourages the participation of landlords in areas outside of poverty or minority concentration
- Notice that if the family includes a person with disabilities, the family may request a list of available accessible units known to the PHA.
- **The family obligations under the program, including any obligations of a welfare-to-work family, and any obligations of other special programs if the family is participating in one of those programs.**
- ~~The family obligations under the program.~~
- The grounds on which the PHA may terminate assistance for a participant family because of family action or failure to act.
- PHA informal hearing procedures including when the PHA is required to offer a participant family the opportunity for an informal hearing, and how to request the hearing.
- An explanation of the advantages of moving to an area that does not have a high concentration of low-income families.
- **The HUD pamphlet on lead-based paint entitled, “Protect Your Family from Lead in Your Home.”**

If the PHA is located in a metropolitan area, the following additional information must be included in the briefing packet in order to receive full points under SEMAP Indicator 7, Expanding Housing Opportunities [24 CFR 985.3(g)]:

- Maps showing areas with housing opportunities outside areas of poverty or minority concentration, both within its jurisdiction and its neighboring jurisdiction
- Information about the characteristics of these areas including job opportunities, schools, transportation, and other services
- An explanation of how portability works, including a list of portability contact persons for neighboring PHAs with names, addresses, and telephone numbers

Additional Items to Be Included in the Briefing Packet

In addition to items required by the regulations, PHAs may wish to include supplemental materials to help explain the program to both participants and owners [HCV GB p. 8-7, Notice PIH 2017-12].

BCHA Policy

The BCHA will provide the following additional materials in the briefing packet:

The HUD pamphlet on lead-based paint entitled *Protect Your Family from Lead in Your Home*

The HUD pamphlet on A Good Place to Live

Information on how to fill out and file a housing discrimination complaint form

The form HUD-5380 domestic violence certification form and the form HUD-5382 notice of occupancy rights, which contains information on VAWA protections for victims of domestic violence, dating violence, sexual assault, and stalking

“Is Fraud Worth It?” (form HUD-1141-OIG), which explains the types of actions a family must avoid and the penalties for program abuse

~~“What You Should Know about EIV,” a guide to the Enterprise Income Verification (EIV) system published by HUD as an attachment to Notice PIH 2017-12~~

5-I.C. FAMILY OBLIGATIONS

Obligations of the family are described in the housing choice voucher (HCV) regulations and on the voucher itself. These obligations include responsibilities the family is required to fulfill, as well as prohibited actions. The PHA must inform families of these obligations during the oral briefing, and the same information must be included in the briefing packet. When the family’s unit is approved and the HAP contract is executed, the family must meet those obligations in order to continue participating in the program. Violation of any family obligation may result in termination of assistance, as described in Chapter 12.

Time Frames for Reporting Changes Required by Family Obligations

BCHA Policy

Unless otherwise noted below, when family obligations require the family to respond to a request or notify BCHA of a change, notifying BCHA of the request or change within ~~ten~~ **fifteen** business days is considered prompt notice.

When a family is required to provide notice to BCHA, the notice must be in writing.

Family Obligations [24 CFR 982.551]

The family obligations of the voucher are listed as follows:

- The family must supply any information that the PHA or HUD determines to be necessary, including submission of required evidence of citizenship or eligible immigration status.
- The family must supply any information requested by the PHA or HUD for use in a regularly scheduled reexamination or interim reexamination of family income and composition.
- The family must disclose and verify social security numbers and sign and submit consent forms for obtaining information.

- Any information supplied by the family must be true and complete.
- The family is responsible for any Housing Quality Standards (HQS) breach by the family caused by failure to pay tenant-provided utilities or appliances, or damages to the dwelling unit or premises beyond normal wear and tear caused by any member of the household or guest.

BCHA Policy

~~Damages beyond normal wear and tear will be considered to be damages which could be assessed against the security deposit.~~

PART II: SUBSIDY STANDARDS AND VOUCHER ISSUANCE

5-II.C. EXCEPTIONS TO SUBSIDY STANDARDS

In determining family unit size for a particular family, the PHA may grant an exception to its established subsidy standards if the PHA determines that the exception is justified by the age, sex, health, handicap, or relationship of family members or other personal circumstances [24 CFR 982.402(b)(8)]. Reasons may include, but are not limited to:

- Live-in aides who reside in the unit full-time will be allocated a separate bedroom. (No additional bedrooms will be allocated to family members of the live-in aide).
- A need for an additional bedroom for medical equipment
- A need for a separate bedroom for reasons related to a family member's disability, medical or health condition

For a single person who is not elderly, disabled, or a remaining family member, an exception cannot override the regulatory limit of a zero or one-bedroom [24 CFR 982.402(b)(8)].

BCHA Policy

BCHA will consider granting an exception for any of the reasons specified in the regulation: the age, sex, health, handicap, or relationship of family members or other personal circumstances.

The family must request an exception to the subsidy standards in writing. The request must explain the need or justification for a larger family unit size and must include appropriate documentation. Requests based on health-related reasons must be verified by a knowledgeable professional source (e.g., a doctor or health professional) unless the disability and the disability-related request for accommodation is readily apparent or otherwise known. The family's continued need for an additional bedroom due to special medical equipment must be re-verified **annually** ~~at annual reexamination~~.

~~BCHA will notify the family of its determination within ten business days of receiving the family's request. If a participant family's request is denied, the notice will inform the family of their right to request an informal hearing.~~

BCHA will follow policies in Chapter 2: Fair Housing and Equal Opportunity

~~Request for an exception to a subsidy standard must be requested in writing within five business days of the BCHA's determination of bedroom size. The request must explain the~~

~~need and justification for a larger bedroom. Request based on health-related must be verified by a knowledgeable professional source (e.g., Doctor or Health Professional), unless the disability and disability related request for accommodation is readily apparent or otherwise known.~~

Medical Need for Larger voucher size

A standardized Reasonable Accommodation form will be completed by both the participant and a knowledgeable professional that will describe the requested accommodation and explanation on how the accommodation will remove or reduce the barrier to housing. Medical need may include the need for a live-in caregiver/aide or excessive medical equipment.

~~**BCHA will notify the family of its determination within fifteen business days of receiving the family's request.**~~

BCHA Error

If BCHA errors in the bedroom size designation, the family will be issued a Voucher of the appropriate size at the next re-examination.

Changes for Applicants

The Voucher size is determined prior to the briefing by comparing the family compositions to BCHA subsidy standards. If an applicant required a change in the voucher size, based on the requirements of BCHA subsidy standards, the above references guidelines will apply.

Changes for Participants

The members of the family residing in the unit must be approved by BCHA. The family must obtain written approval from the Housing Authority for any additional individual family member before the person occupies the unit, except for additions by birth, adoption, or court-awarded custody, in which case the family must inform BCHA within 30 ~~business~~ **calendar** days. Additionally, the family must notify the Housing Authority in writing if any family member no longer lives in the unit.

1. If a member is reported as permanently absent from the unit, that member will not be permitted to be added to the application again in the future. Exception may be made based on needs of a disabled household.
2. BCHA will deny request to add families to an existing application unless the addition is due to a married couple combining families.

5-II.E. VOUCHER TERM, EXTENSIONS, AND SUSPENSIONS

Expiration of Voucher Term

Once a family's housing choice voucher term (including any extensions) expires, the family is no longer eligible to search for housing under the program. If the family still wishes to receive

assistance, the PHA may require that the family reapply, or may place the family on the waiting list with a new application date but without requiring reapplication. Such a family does not become ineligible for the program on the grounds that it was unable to locate a unit before the voucher expired [HCV GB p. 8-13].

BCHA Policy

If an applicant family's voucher term or extension expires before the family has submitted a Request for Tenancy Approval (RTA), BCHA will require the family to reapply for assistance. ~~If an RTA that was submitted prior to the expiration date of the voucher is subsequently disapproved by BCHA (after the voucher term has expired), the family will be required to reapply for assistance.~~

~~Within ten business days after the expiration of the voucher term or any extension, BCHA will notify the family in writing that the voucher term has expired and that the family must reapply in order to be placed on the waiting list.~~

CHAPTER 7: VERIFICATION

[24 CFR 982.516, 24 CFR 982.551, 24 CFR 5.230, Notice PIH 2017-12]

PART I: GENERAL VERIFICATION REQUIREMENTS

7-I.B. OVERVIEW OF VERIFICATION REQUIREMENTS

Requirements for Acceptable Documents

BCHA Policy

Any documents used for verification must be dated within sixty days of the date they are requested by BCHA. The documents must not be damaged, altered or in any way illegible.

Print-outs from Web pages are considered original documents.

~~BCHA staff member who views the document must make a photocopy, date stamp and initial the copy.~~

Any family self-certifications must be made in a format acceptable to BCHA and must be signed by ~~the appropriate household member~~ **the family member whose information or status is being verified.**

7-I.C. UP-FRONT INCOME VERIFICATION (UIV)

EIV Income Reports

The data shown on income reports is updated quarterly. Data may be between 3 and 6 months old at the time reports are generated.

BCHA Policy

BCHA will view income reports for annual **and interim** reexaminations **process** ~~on a monthly basis. Reports will be reviewed as part of the regular reexamination process.~~

Income reports will be compared to family-provided information as part of the annual reexamination process. Income reports may be used in the calculation of annual income, as described in Chapter 6-I.C. Income reports may also be used to meet the regulatory requirement for third party verification, as described above. Policies for resolving discrepancies between income reports and family-provided information will be resolved as described in Chapter 6-I.C. and in this chapter.

Income reports will be used in interim reexaminations to identify any discrepancies between reported income and income shown in the EIV system, and as necessary to verify earned income, and to verify and calculate unemployment benefits, Social Security and/or SSI benefits. EIV will also be used to verify that families claiming zero income are not receiving income from any of these sources.

Income reports will be retained in participant files with the applicable annual or interim reexamination documents.

When BCHA determines through income reports and third-party verification that a family has concealed or under-reported income, corrective action will be taken pursuant to the policies in Chapter 14, Program Integrity.

Upfront Income Verification Using Non-HUD Systems (Optional)

In addition to mandatory use of the EIV system, HUD encourages PHAs to utilize other upfront verification sources.

BCHA Policy

BCHA will inform all applicants and participants of its use of ~~the following~~ EIV resources during the admission and reexamination process **which may include but not limited to:**

HUD's EIV system

www.theworknumber.com

CCCverify.com

Thomas & Company

7-I.D. THIRD-PARTY WRITTEN AND ORAL VERIFICATION

HUD's current verification hierarchy defines two types of written third-party verification. The more preferable form, "written third-party verification," consists of an original document generated by a third-party source, which may be received directly from a third-party source or provided to the PHA by the family. If written third-party verification is not available, the PHA

must attempt to obtain a “written third-party verification form.” This is a standardized form used to collect information from a third party.

Written Third-Party Verification Form

When upfront verification is not available and the family is unable to provide written third-party documents, the PHA must request a written third-party verification form. HUD’s position is that this traditional third-party verification method presents administrative burdens and risks which may be reduced through the use of family-provided third-party documents.

PHAs may mail, fax, or e-mail third-party written verification form requests to third-party sources.

BCHA Policy

~~BCHA will send third party verification forms directly to the third party.~~

Third-party verification forms will be sent ~~when~~ **directly to the** third-party when verification documents are unavailable or are rejected by BCHA.

Oral Third-Party Verification [Notice PIH 2017-12]

For third-party oral verification, PHAs contact sources, identified by UIV techniques or by the family, by telephone or in person.

Oral third-party verification is mandatory if neither form of written third-party verification is available.

Third-party oral verification may be used when requests for written third-party verification forms have not been returned within a reasonable time—e.g., 10 business days.

PHAs should document in the file the date and time of the telephone call or visit, the name of the person contacted, the telephone number, as well as the information confirmed.

BCHA Policy

In collecting third-party oral verification, BCHA staff will record in the family’s file the name and title of the person contacted, the date and time of the conversation (or attempt), the telephone number used, and the facts provided. Staff will ~~initial below~~ **print and sign** the verification.

When any source responds verbally to the initial written request for verification BCHA will accept the verbal response as oral verification but will also request that the source complete and return any verification forms that were provided.

7-I.E. SELF-CERTIFICATION

When HUD requires third-party verification, self-certification, or “tenant declaration,” is used as a last resort when the PHA is unable to obtain third-party verification.

Self-certification, however, is an acceptable form of verification when:

- A source of income is fully excluded
- Net family assets total \$5,000 or less and the PHA has adopted a policy to accept self-certification at annual recertification, when applicable
- The PHA has adopted a policy to implement streamlined annual reexamination for fixed sources of income (See Chapter 11)

When the PHA was required to obtain third-party verification but instead relies on a tenant declaration for verification of income, assets, or expenses, the family's file must be documented to explain why third-party verification was not available.

BCHA Policy

When information cannot be verified by a third party or by review of documents, family members will be required to submit self-certifications attesting to the accuracy of the information they have provided to BCHA.

BCHA may require a family to certify that a family member does not receive a particular type of income or benefit.

The self-certification must be made in a format acceptable to BCHA and must be signed by the family member whose information or status is being verified. ~~All self-certifications must be signed by the appropriate household member.~~

PART II: VERIFYING FAMILY INFORMATION

7-II.A. VERIFICATION OF LEGAL IDENTITY

BCHA Policy

BCHA will require families to furnish verification of legal identity for each household member.

Verification of Legal Identity for Adults	Verification of Legal Identity for Children
Certificate of birth, naturalization papers	Certificate of birth
Church issued baptismal certificate	Adoption papers
Current, valid driver's license or Department of Motor Vehicles identification card	Custody agreement
U.S. military discharge (DD 214)	Health and Human Services ID
Current U.S. passport	Certified school records
Current Employer identification card	

If a document submitted by a family is illegible for any reason or otherwise questionable, more than one of these documents may be required.

If none of these documents can be provided and at BCHA’s discretion, a third party who knows the person may attest to the person’s identity. The certification must be provided in a format acceptable to BCHA and **must** be signed **by the family member whose information or status is being verified.**

Legal identity will be verified for all applicants at the time of eligibility determination and in cases where BCHA has reason to doubt the identity of a person representing ~~him or herself~~ **themselves** to be a participant.

7-II.B. SOCIAL SECURITY NUMBERS [24 CFR 5.216 and Notice PIH 2012-10]

The family must provide documentation of a valid social security number (SSN) for each member of the household, with the exception of individuals who do not contend eligible immigration status. Exemptions also include, existing program participants who were at least 62 years of age as of January 31, 2010, and had not previously disclosed an SSN.

Note that an individual who previously declare to have eligible immigration status may not change ~~his or her~~ **their** declaration for the purpose of avoiding compliance with the SSN disclosure and documentation requirements or penalties associated with noncompliance with these requirements.

Nor may the head of the household opt to remove a household member from the family composition for this purpose.

The PHA must accept the following documentation as acceptable evidence of the social security number:

- An original SSN card issued by the Social Security Administration (SSA)
- An original SSA-issued document, which contains the name and SSN of the individual
- An original document issued by a federal, state, or local government agency, which contains the name and SSN of the individual

The PHA may only reject documentation of an SSN provided by an applicant or participant if the document is not an original document or, if the original document has been altered, mutilated, is illegible, or appears to be forged.

BCHA Policy

BCHA will explain to the applicant or participant the reasons the document is not acceptable and request that the individual obtain and submit acceptable documentation of the SSN to BCHA within ninety days.

In the case of Moderate Rehabilitation Single Room Occupancy (SRO) individuals, the required documentation must be provided within 90 calendar days from the date of admission into the program. The PHA must grant one additional 90-day extension if it determines that the applicant's failure to comply was due to circumstances that were beyond the applicant's control and could not have been reasonably foreseen.

BCHA Policy

BCHA will grant one additional ninety-day extension if needed for reasons beyond the participant's control such as delayed processing of the SSN application by the SSA, natural disaster, fire, death in the family, or other emergency. If the individual fails to comply with SSN disclosure and documentation requirements upon expiration of the provided time period, BCHA will terminate the individual's assistance.

If an applicant family includes a child under 6 years of age who joined the household within the 6 months prior to the date of voucher issuance, an otherwise eligible family may be admitted to the program and the family must provide documentation of the child's SSN within 90 days of the effective date of the initial HAP contract. A 90-day extension will be granted if the PHA determines that the participant's failure to comply was due to unforeseen circumstances and was outside of the participant's control.

BCHA Policy

BCHA will grant one additional ninety-day extension if needed for reasons beyond the applicant's control, such as delayed processing of the SSN application by the SSA, natural disaster, fire, death in the family, or other emergency.

When a participant requests to add a new household member who is at least 6 years of age, or who is under the age of 6 and has an SSN, the participant must provide the complete and accurate SSN

assigned to each new member at the time of reexamination, in addition to the documentation required to verify it. The PHA may not add the new household member until such documentation is provided.

When a participant requests to add a new household member who is under the age of 6 and has not been assigned an SSN, the participant must provide the SSN assigned to each new child and the required documentation within 90 calendar days of the child being added to the household. A 90-day extension will be granted if the PHA determines that the participant's failure to comply was due to unforeseen circumstances and was outside of the participant's control. During the period the PHA is awaiting documentation of the SSN, the child will be counted as part of the assisted household.

BCHA Policy

BCHA will grant one additional ninety-day extension if needed for reasons beyond the participant's control such as delayed processing of the SSN application by the SSA, natural disaster, fire, death in the family, or other emergency.

Social security numbers must be verified only once during continuously-assisted occupancy.

BCHA Policy

BCHA will verify each disclosed SSN by:

Obtaining documentation from applicants and participants that is acceptable as evidence of social security numbers

Make copies of the original documentation submitted, returning it to the individual, and retaining a copy in the file folder **until verified**.

Once the individual's verification status is classified as "verified," the PHA should remove and destroy copies of documentation accepted as evidence of social security numbers. The retention of the EIV Summary Report or Income Report is an adequate documentation of an individual's SSN.

BCHA Policy

Once an individual's status is classified as "verified" in HUD's EIV system, BCHA will remove and destroy copies of documentation accepted as evidence of social security numbers by no later than the next reexamination.

7-II.D. FAMILY RELATIONSHIPS

Applicants and program participants are required to identify the relationship of each household member to the head of household. Definitions of the primary household relationships are provided in the Eligibility chapter.

BCHA Policy

Family relationships are verified only to the extent necessary to determine a family's eligibility and level of assistance. Certification by the head of household normally is sufficient verification of family relationships.

Marriage

BCHA Policy

~~Certification by the head of household is normally sufficient verification. If BCHA has reasonable doubts about a marital relationship, BCHA will require the family to document the marriage. A marriage certificate generally is required to verify that a couple is married.~~

~~In the case of a common law marriage, the couple must demonstrate that they hold themselves to be married (e.g., by telling the community they are married, calling each other husband and wife, using the same last name, filing joint income tax returns).~~

Separation or Divorce

BCHA Policy

~~Certification by the head of household is normally sufficient verification. If BCHA has reasonable doubts about a separation or divorce, BCHA will require the family to provide documentation of the divorce, or separation.~~

A certified copy of a divorce decree, signed by a court officer, is required to document that a couple is divorced.

~~A copy of a court-ordered maintenance or other court record is required to document a separation.~~

If no court document is available, documentation from a community-based agency will be accepted.

PART III: VERIFYING INCOME AND ASSETS

7-III.C. PERIODIC PAYMENTS AND PAYMENTS IN LIEU OF EARNINGS

For policies governing streamlined income determinations for fixed sources of income, please see Chapter 11.

Social Security/SSI Benefits

To ensure consistency in the determination of annual Social Security and SSI income, PHAs are required to use EIV-reported Social Security and SSI benefit amounts unless the tenant disputes the EIV-reported amount [Notice PIH 2018-24].

BCHA Policy

To verify the SS/SSI benefits of applicants, BCHA will request a current (dated within the last sixty days) SSA benefit verification letter from each family member that receives social security benefits. If the family is unable to provide the document(s), the BCHA will help the applicant request a benefit verification letter from SSA's web site at www.ssa.gov or ask the family to request one by calling SSA at 1-800-772-1213. Once the applicant has received the benefit verification letter they will be required to provide it to the BCHA.

To verify the SS/SSI benefits of participants, BCHA will obtain information about social security/SSI benefits through the HUD EIV System, and confirm with the participant(s) that the current listed benefit amount is correct. If the participant disputes the EIV-reported benefit amount, or if benefit information is not available in HUD systems, BCHA will request a current SSA benefit verification letter from each family member that receives social security benefits. If the family is unable to provide the document(s) BCHA will help the participant request a benefit verification letter from SSA's web site at www.ssa.gov or ask the family to request one by calling SSA at 1-800-772-1213. Once the participant has received the benefit verification letter they will be required to provide it to BCHA.

CHAPTER 8: HOUSING QUALITY STANDARDS AND RENT REASONABLENESS DETERMINATIONS

[24 CFR 982 Subpart I and 24 CFR 982.507]

PART II: THE INSPECTION PROCESS

8-II.D. SPECIAL INSPECTIONS [24 CFR 982.405(g)]

If a participant or government official reports a life-threatening condition which the owner would be required to repair within 24 hours, the PHA must inspect the unit within 24 hours of notification. If the reported condition is not life-threatening, the PHA must inspect the unit within 15 business days of notification.

The PHA will conduct a special inspection if the owner, family, or another source reports HQS violations in the unit.

BCHA Policy

During a special inspection, BCHA generally will inspect only those deficiencies that were reported. However, the inspector will record any additional HQS deficiencies that are observed and will require the responsible party to make the necessary repairs.

If the annual inspection has been scheduled or is due within 90 ~~business~~ **calendar** days of the date the special inspection is scheduled BCHA may elect to conduct a full annual inspection.

CHAPTER 11: REEXAMINATIONS

11-I.C. SCHEDULING ANNUAL REEXAMINATIONS

The PHA must establish a policy to ensure that the annual reexamination for each family is completed *within* a 12-month period, and may require reexaminations more frequently [HCV GB p. 12-1].

BCHA Policy

BCHA will begin the annual reexamination process one hundred-twenty days in advance of its scheduled effective date. Generally, BCHA will schedule annual reexamination effective dates to coincide with the family's anniversary date.

Anniversary date is defined as twelve months from the effective date of the family's last annual reexamination or, during a family's first year in the program, from the effective date of the family's initial examination (new admission).

If the family **is moving** to a new unit, BCHA will perform a new annual reexamination.

BCHA may also schedule an annual reexamination for completion prior to the anniversary date for administrative purposes.

Notification of and Participation in the Annual Reexamination Process

The PHA is required to obtain the information needed to conduct annual reexaminations. How that information will be collected is left to the discretion of the PHA. However, PHAs should give tenants who were not provided the opportunity the option to complete Form HUD-92006 (Optional and Supplemental Contact Information for HUD-Assisted Housing Applicants) at this time [Notice PIH 2009-36].

BCHA Policy

~~Families generally are required to participate in an annual reexamination interview~~
Reexaminations may be conducted by phone, in-person, online, virtual, or by mail,
which must be attended by the head of household, spouse, or co-head and adult members.
~~Disabled households will attend reexaminations by phone.~~ Full-time students who are attending school outside of the Broward, Miami-Dade, Palm Beach area, will be excused from attending the appointment providing documentation of Full-time status is provided by the family, however, the student will be required to complete and sign appropriate documentation. If participation ~~in person~~ in an interview **method** poses a hardship because

of a family member's disability, the family should contact BCHA to request a reasonable accommodation (see Chapter 2). Notification of annual reexamination interviews will be sent by first-class mail **or email** and will contain ~~the date, time, and location of the interview.~~ In addition, it will inform the family of the **pertinent** information and documentation **necessary** ~~that must be brought to~~ **for** the interview.

Rescheduling Interviews

Online reexamination may request an extensions when necessary.

In-person, phone or virtual interviews where If the family is unable to attend a scheduled ~~interview,~~ the family should contact BCHA in advance of the interview to schedule a new appointment. If a family does not attend the scheduled interview, BCHA will send a second notification with a new interview date and appointment time.

If a family fails to attend two scheduled interviews without BCHA approval, or if the notice is returned by the post office with no forwarding address, a notice of termination (see Chapter 12) will be sent to the family's address of record, and to any alternate address provided in the family's file.

Exception to these policies may be made by management/administration if the family is able to document an emergency situation that prevented them from canceling or attending the appointment and if requested as a reasonable accommodation for a person with disability.

An advocate, interpreter, or other assistant may assist the family in the interview process. The family and BCHA must execute a certification attesting to the role and the assistance provided by any such third party.

II-I.D. CONDUCTING ANNUAL REEXAMINATIONS

As part of the annual reexamination process, families are required to provide updated information to the PHA regarding the family's income, expenses, and composition [24 CFR 982.551(b)].

BCHA Policy

Families will be asked to provide all required information (as described in the reexamination notice) for the reexamination appointment. The required information will include a BCHA designated reexamination form, an Authorization for the Release of Information/Privacy Act Notice, **Organizational Requesting Release of Information form**, as well as supporting documents or forms related to the family's income, expenses, and family composition, **and any other necessary documentation requested.**

Verifications for reexaminations must be dated within sixty days of the date BCHA requested the documentation.

Any required documents or information that the family is unable to provide at the time of the interview must be provided within ten ~~business~~ days of the interview. If the family is

unable to obtain the information or materials within the required time frame, the family may request an extension.

If the family does not provide the required documents or information within the required time period (plus any extensions), the family will be sent a notice of termination (See Chapter 12).

11-I.F. EFFECTIVE DATES

The PHA must establish policies concerning the effective date of changes that result from an annual reexamination [24 CFR 982.516].

BCHA Policy

In general, an *increase* in the family share of the rent that results from an annual reexamination will take effect on the family's anniversary date, and the family will be notified at least thirty ~~business~~ days in advance.

If less than thirty ~~business~~ days remain before the scheduled effective date, the increase will take effect on the first of the month following the end of the thirty - ~~business~~ day notice period.

If a family moves to a new unit, the increase will take effect on the effective date of the new lease and HAP contract, and no thirty ~~business~~-day notice is required.

If the BCHA chooses to schedule an annual reexamination for completion prior to the family's anniversary date for administrative purposes, the effective date will be determined by BCHA, but will always allow for the thirty ~~business~~-day notice period.

If the family causes a delay in processing the annual reexamination, *increases* in the family share of the rent will be applied retroactively, to the scheduled effective date of the annual reexamination. The family will be responsible for any overpaid subsidy and may be offered a repayment agreement in accordance with the policies in Chapter 16.

PART II: INTERIM REEXAMINATIONS [24 CFR 982.516]

11-II.B. CHANGES IN FAMILY AND HOUSEHOLD COMPOSITION

The family is required to report all changes in family composition. The PHA must adopt policies prescribing when and under what conditions the family must report changes in income and family composition. However, due to family obligations under the program, the PHA has limited discretion in this area.

BCHA Policy

BCHA will conduct interim reexaminations to account for any changes in household composition that occur between annual reexaminations.

New Family Members Not Requiring PHA Approval

The addition of a family member as a result of birth, adoption, or court-awarded custody does not require PHA approval. However, the family is required to promptly notify the PHA of the addition [24 CFR 982.551(h)(2)].

BCHA Policy

The family must inform BCHA of the birth, adoption, or court-awarded custody of a child within thirty ~~business~~ days.

Minors

- a) BCHA will require birth certificate and Social Security Numbers for minors. Failure to provide social security number **within 90 days** will result in termination of assistance for failure to comply with program requirements.
- b) For a parent or another person having custody or guardianship of such individual or individuals BCHA will require one of the following documents:
 - (1) Court-order assignment; or
 - (2) Statement from parent/guardian assigning custody or guardianship; or
 - (3) Custody Agreement filed in a court of law; or
 - (4) Adoption papers; or
 - (5) Verification from social service agency
- c) Adding family members resulting from birth, court awarded custody or adoption shall not require Agency approval. The family must notify BCHA within thirty ~~business~~ days of the addition.

FAMILY SELF-SUFFICIENCY (FSS) Action Plan Revisions

FSS Selection Preferences

The FSS program employs the following system of local preference in administering its FSS waitlist. Preferences may change from time to time. No more than 50% of the total number of FSS slots will be provided based on preference. FSS families with preferences will be selected by the date and time of their application to the FSS Program.

Priority 1 preference: Special circumstances:

- Portable families who are in compliance with an active FSS Contract of Participation (CoP) with the Initial PHA and who notify the FSS manager of their FSS status no later than 90 calendar days from lease up with BCHA.
- Family Unification and Family Self-Sufficiency Youth Demonstration. The Family Unification Program (FUP) is a Housing Choice Voucher (HCV) referral program where Housing Choice Vouchers are provided to:
 - Families that lack adequate housing and are facing either the imminent placement of the family's child or children in out-of-home care or the delay in the discharge of the child or children from out-of-home care.
 - Youth at least 18 years old and not more than 24 years old, who left foster care at age 16 or older, or will leave foster care within 90 days in accordance with a transition plan described in section 475(5)(H) of the Social Security Act and is homeless or is at risk of homelessness.
 - To be eligible for the preference under the FUP/FSS Youth demonstration, applicants must meet all FUP and HCV eligibility requirements. BCHA has allotted a maximum of fifteen (15) participants as part of the FUP and FSS Youth demonstration. ChildNet, Inc. will certify youth as eligible for FUP. This preference is only eligible to FUP households referred to BCHA as Youth Aging Out.
 - FUP youth are eligible for 36 months of assistance, FUP youth have until the end of the 36-months to enroll in the FSS program. If terminated from the FSS program, the FUP youth voucher will only be terminated if 36-months have passed. A youth may remain on the HCV program beyond the 36-months provided if they are under an active FSS CoP.
 - **The FUP-FSS Youth demonstration slots have been filled, and the preference is no longer available to new participants.**
- **Fostering Stable Housing Opportunities (FSHO) Amendment Preference: As FUP-FSS demonstration families exit the FSS program, FUPY participants eligible under the FSHO amendments will be provided preference for the 15 FSS slots previously held under the demonstration project.**

FUP-FSS Youth Demonstration

FUP Youth (FUPY) at the time of implementation, were provided with 18 months of housing assistance. If an FUPY agrees to sign an FSS Contract of Participation, they would be able to maintain housing assistance for a period not to exceed the length of the FSS CoP. In most cases, this provides 5-years of housing assistance as they work through their self-sufficiency goals, however, they may be eligible for up to 2-years of extensions. FUPY may sign up for FSS anytime during the 18-months provided to obtain the benefit of the demonstration.

FUPY cannot be required to participate in the FSS program as a condition of receipt of assistance under the HCV program, including receipt of FUP voucher.

BCHA has set aside 15 FSS slots for FUP Youth to take advantage of this demonstration program. **These slots have been filled, therefore, no new FUP-FSS Youth Demonstration applicants will be accepted under this preference.**

Fostering Stable Housing Opportunities Amendments

The FUP Youth and Foster Youth to Independence (FYI) Initiative programs currently offer 36-months of housing assistance to eligible youth. The Fostering Stable Housing Opportunities Amendments (FSHO) provides youth with the opportunity to apply for up to two 12-month extensions of housing assistance.

FUPY and FYI participants, who leased up for the first time after December 27, 2020, may apply for the FSS program within the 36-month time limit and if they are able to enter an FSS CoP, they will be eligible for a 12-month extension. If they remain active on the FSS CoP during the 1st extension, they will be eligible for a 2nd extension.

If the FUPY or FYI participant is unable to enter an FSS CoP, they will be considered ‘unable to enroll’ and may be eligible for extension under other criteria described in Chapter 16 of the Administrative Plan.

The enrolled family member must be the eligible youth, not another household member, to be eligible for extension.

If the FUPY or FYI youth leaves the FSS program before the initial 36-months has expired, the participant will be limited to the original 36-months. If the participant leaves FSS during the 1st extension, the participant will be limited to this extension period unless the participant qualifies under other criteria as listed in the Administrative Plan.

As the participant may not enter the FSS program immediately, they may not have sufficient time to complete the program. The FSS program staff will work with the youth to determine goals that are reasonable to achieve in the time remaining. The CoP will end 5-years from the first re-certification after the effective date so in the event the youth obtain a regular HCV they may continue in the FSS program. Unlike the FUP-FSS Youth demonstration, the CoP does not extend

the youth's time limits beyond the two 12-month extensions. When the participant's housing assistance ends, the FSS contract ends.

BCHA will utilize the 15 FSS slots previously set aside for the FUP-FSS Youth Demonstration program to provide placement for FSHO eligible FSS applicants as the demonstration participants exit the program.

Use of Forfeited Escrow

Forfeited escrow funds may be used for the following eligible activities:

- Support for FSS participants in good standing, including but not limited to, transportation, childcare, training, testing fees, employment preparation costs, and other costs related to achieving obligations outlined in the CoP;
- Training for the FSS Program Coordinator(s) (FSS Manager, FSS Case Managers); or
- Other eligible activities by the Secretary

Such funds may not be used for salary and fringe benefits of the FSS program Coordinators; general administrative costs of the FSS program, for housing assistance payments (HAP) expense or public housing operating funds; or any other activity determined ineligible by the Secretary.

Participants in good standing may submit written requests for forfeited escrow funds. Participants must not have accrued escrow in order to be eligible to request forfeited funds. This request may not exceed ~~\$500~~ **\$1,000**. Requests may only be made one time for the entirety of the family's FSS contract period. Requests must be made in writing by the Head of FSS Family and include supporting documentation. Upon written request from a family, the FSS Coordinator and the FSS Manager will consider the available funds and make a determination. Disbursements do not need to be paid back unless payment was based on fraud or misrepresentation by the family.

As these funds are collected from forfeited funds, there is no guarantee funds will be available. Further, funds will be requested for eligible FSS participants on a first-come, first served basis.

Assisting eligible FSS families in good standing will be the first priority for the usage of forfeited funds followed by FSS staff training. All requests for funding are subject to approval by the Assisted Housing Director-Special Programs.

Streamlined Annual PHA Plan (Small 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-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer 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.
- (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 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	<p> PHA Name: <u>Dania Beach Housing Authority (hereinafter DBHA)</u> PHA Code: <u>FL116</u> PHA Type: <input checked="" type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/01/2021</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>0</u> Number of Housing Choice Vouchers (HCVs) <u>639</u> Total Combined <u>639</u> PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input checked="" 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 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. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">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:																	
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.	Annual Plan Elements Submitted with 5-Year PHA Plans. Required elements for all PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a PHA is not submitting its 5-Year Plan. See Section C for required elements in all other years (Years 1-4).
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Five-Year PHA Plan submission?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below: The PHA has obtained MainStream and Foster Youth Vouchers. The PHA is requesting additional MainStream voucher to facilitate housing due to the pandemic, especially for underserve population. The PHA has also applied for VASH vouchers. Lastly, the PHA is pursuing another development, Saratoga III across from Saratoga I and II. The development will be workforce housing to ensure deconcentration of extreme low-income people in the community since Saratoga I & II are for extreme low income, low income, and elderly. Since there is a program (PBRA) in place accommodating 24 residents in 12 one-bedroom units on the property being purchased for Saratoga III, the PHA will replace this with 75 one-bedroom units. The participants being displace, all of whom have mental illness will be relocated in accordance with HUD regulations and if they are from a referring agency, provided a MainStream voucher.</p>
B.2	<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</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development. (SAIL/CDBG funds for Saratoga III)</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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> <p>The PHA is purchasing property across the street from Saratoga I & II. The property currently includes a HUD PBRA program for persons with mental illness. This is not a DBHA program, rather is owned and operated by another party who has a HUD ACC.</p> <p>The PBRA funds 12 one-bedroom units for 24 participants, two unrelated adults to each unit. The property will be purchase by a non-profit Dania Beach Quality Housing Solutions as part of the PHA. The complete financial closing is tentatively scheduled for Feb 2021 and demolition would start shortly thereafter COVID-19 permitting. The new development, Saratoga III is tentatively scheduled for completion by April 2021. The current program residents will be relocated, with half returning to the new development for a one-bedroom unit for themselves or with a known person. The other half came to Our House through recommendations from our MainStream partners and will be given MainStream vouchers to live anywhere in Broward County, except for the City of Hollywood. Some of the PHA HCV vouchers will also be applied to the development as PBV's.</p>
B.3	<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 Plan.</p> <p>DBHA has been able to acquire additional vouchers and is now providing housing for more participants as one of the goals in the 5-year plan. Specifically, the PHA has received and is currently processing MainStream and Foster Youth vouchers. The PHA has also applied for additional MainStream and VASH vouchers.</p> <p>The PHA partners completed the construction of Saratoga I & II, a total of 172 units, which replaced the 39 public housing units. The development is fully occupied and includes 44 elderly one-bedroom project-based vouchers in one building, with 1, 2, & 3-bedroom units I the remaining family buildings. The funds from the development program will be utilized to create a robust FSS program for voucher</p>

	<p>participants up to and including job training and home ownership. All the public housing families were provided relocation vouchers and successfully relocated and had a smooth transition to HCV and are still participating in the program.</p> <p>DBHA has now embarked on Saratoga Crossings III, which tentatively consists of 75 one-bedroom units of low and medium-income units across the street from Saratoga I and II. The income difference is to avoid concentration of poverty in one area but provide much needed new affordable and work force housing in the City of Dania Beach. The development will include assumption of the 12 PBRA units which are being purchased within the property agreement. The property currently has Our House – 12 units with two unrelated adults with mental illness in each one- bedroom unit. The new resulting development will also include 15 Project Based Vouchers (PBV).</p> <p>DBHA has also applied and received Foster Youth, Mainstream and VASH vouchers. We have also partnered with Broward County Homelessness CoC initiative to provide Mainstream and will eventually apply to their program for SPC rental assistance vouchers.</p> <p>DBHA continues to be a high performer or standard performed based on SEMAP scores, successful financial reports and audit, and VMS audit with no findings. However, we continue to miss utilization goals due to lack of budget funding for the HCV program and increase in per unit cost due to SAFMR driving up monthly unit rental expenses.</p> <p>DBHA’s development plan includes acquiring one or two more developments to add to the real estate portfolio so enough annual income is generated from the portfolio to fund a robust FSS program for the vouchered clients in our programs. The goal is to encourage families to become self-sufficient and help them with obstacles such as criminal background, credit history, monthly budgets, and first time buyer’s assistance.</p>
C.	<p>Annual Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a PHA is submitting its 5-Year PHA Plan.</p>
C.1.	<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</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p> <p>The PHA is purchasing property across the street from Saratoga I & II. The property currently includes a HUD PBRA program for persons with mental illness. This is not a DBHA program, rather is owned and operated by another party who has a HUD ACC.</p> <p>The PBRA funds 12 one-bedroom units for 24 participants, two unrelated adults to each unit. The property will be purchase by a non-profit Dania Beach Quality Housing Solutions as part of the PHA. The complete financial closing is tentatively scheduled for Feb 2021 and demolition would start shortly thereafter COVID-19 permitting. The new development, Saratoga III is tentatively scheduled for completion by April 2021. The current program residents will be relocated, with half returning to the new development for a one-bedroom unit for themselves or with a known person. The other half came to Our House through recommendations from our MainStream partners and will be given MainStream vouchers to live anywhere in Broward County, except for the City of Hollywood. Some of the PHA HCV vouchers will also be applied to the development as PBV’s. In addition, DBHA will assume the current PBRA program units that are on the property and incorporate them into the new development Saratoga III.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>Approximately 15 HCV vouchers will be applied to Saratoga III as PBV’s.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
C.2	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><u>Form 50077-SM, Certification of Compliance with PHA Plans and Related Regulations</u>, including Item 5 must be submitted by the PHA as an electronic attachment to the PHA Plan. Item 5 requires certification on whether 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.</p>

D	Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.
D.1	Civil Rights Certification. Form 50077-SM-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i> , must be submitted by the PHA as an electronic attachment to the PHA Plan.
D.2	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) provide comments to the PHA Plan? Y N <input type="checkbox"/> <input type="checkbox"/> 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.
D.3	Certification by State or Local Officials. 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.
E	Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
E.1	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.

Instructions for Preparation of Form HUD-50075-SM Annual Plan for Small and 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 §903.23\(4\)\(e\)](#))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Annual Plan. PHAs must complete this section during years where the 5-Year Plan is also due. ([24 CFR §903.12](#))

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 the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. 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 §903.7\(a\)\(1\)](#)) and [24 CFR §903.12\(b\)](#). 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 §903.7\(a\)\(2\)\(ii\)](#)) and [24 CFR §903.12\(b\)](#).

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 §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. [24 CFR §903.7\(b\)](#) Describe the PHA's procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. [24 CFR §903.7\(b\)](#) 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 §903.7\(b\)\)](#) Describe the unit assignment policies for public housing. [24 CFR §903.7\(b\)](#)

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 §903.7\(c\)\)](#)

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 §903.7\(d\)\)](#)

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or 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(y) of the 1937 Act. [\(24 CFR §903.7\(k\)\)](#) and 24 CFR §903.12(b).

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. [\(24 CFR §903.7\(r\)\(2\)\(i\)\)](#)

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 at: [Notice PIH 1999-51](#). [\(24 CFR §903.7\(r\)\(2\)\(ii\)\)](#)

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 or Choice Neighborhoods. 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/ph/hope6/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/ph/hope6/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/sac/demo_dispo/index.cfm. [\(24 CFR §903.7\(h\)\)](#)

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/sac/conversion.cfm>. [\(24 CFR §903.7\(j\)\)](#)

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. [\(24 CFR §983.57\(b\)\(1\)\)](#) 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 PHA Plan. [\(24 CFR §903.7\(r\)\(1\)\)](#)

C. Annual Plan. PHAs must complete this section during years where the 5-Year Plan is not due. [\(24 CFR §903.12\)](#)

C.1 New Activities. If the PHA intends to undertake any new activities related to these elements 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 or Choice Neighborhoods. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for

Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Mixed Finance Modernization or Development. **1)** A description of any housing (including 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/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including 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/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

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/sac/conversion.cfm>. (24 CFR §903.7(j))

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm)

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(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.

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm).

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

C.2 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 form HUD-50077 SM-HP.

D. Annual Plan. PHAs must complete this section in all years.

D.1 Civil Rights Certification. Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, 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 §903.7(o))

D.2 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 §903.13(c), 24 CFR §903.19)

D.3 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 §903.15)

E. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

E.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD 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 XX/XX/XXXX."

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 and Annual PHA Plan. 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.

Public reporting burden for this information collection is estimated to average 16.64 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.

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	<p>PHA Name: <u>HOUSING AUTHORITY OF POMPANO BEACH</u> PHA Code: <u>FL028</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2020</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> <u>5-Year Plan Submission</u> <input type="checkbox"/> Revised 5-Year Plan 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 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><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" data-bbox="191 947 1446 1423"> <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> <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:																							
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.	5-Year Plan. Required for <u>all</u> PHAs completing this form.																																					
B.1	<p>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.</p> <p>The Mission of the Housing Authority of the City of Pompano Beach is as follows:</p> <ol style="list-style-type: none"> 1. To promote and provide safe, sanitary, and decent affordable housing for eligible residents and to serve our community's housing needs using all resources available; 2. To promote and encourage a higher quality of life, economic opportunity, suitable living environment, and homeownership for eligible residents, free from discrimination; 3. Assure fiscal integrity in all programs administered without discrimination. 																																					

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.

1. PHA Goal: Expand the supply of assisted housing.

Objectives

- a. Apply for additional rental vouchers;
- b. Leverage private, public and non-public funds to create additional housing opportunities;
- c. Acquire or build units or developments;
- d. Explore PBV assistance for existing, newly constructed or rehabilitated housing;
- e. Explore Voluntary Conversion of Public Housing Units; and
- f. Develop affordable housing on vacant land.

2. PHA Goal: Improve the quality of assisted housing.

Objectives:

- a. Improve voucher management;
- b. Increase customer satisfaction; and
- c. Improve Section 8 management.

3. PHA Goal: Increase assisted housing choices.

Objectives:

- a. Conduct outreach efforts to potential voucher landlords; and
- b. To work with other agencies to implement homeownership programs.

4. PHA Goal: Provide an improved living environment.

Objectives:

- a. Implement measures to deconcentrate poverty by bringing higher income households into lower income developments; and
- b. Encourage voucher holders to explore low poverty census tract locations.

5. PHA Goal: Promote self-sufficiency and asset development of assisted households.

Objectives:

- a. Increase the number and percentage of employed person in assisted families; and
- b. Provide or attract supportive services to improve assistance recipients' employability.

6. PHA Goal: Ensure equal opportunity and affirmatively further fair housing.

Objective:

- a. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability;
- b. Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability; and
- c. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

7. Other PHA Goals and Objective:

- a. To create positive public awareness and expand the level of family, owner, and community support in accomplishing the Section 8 Housing Programs' mission.
- b. To attain and maintain a high level of standards and professionalism in our day-day management of all program components.
- c. To administer an efficient, high-performing agency through continuous improvement of the Section 8 Housing Program's support systems and commitment to our employees and their development.
- d. To provide decent, safe, and sanitary housing for very low-income families while maintaining their rent payments at an affordable level.
- e. To ensure that all units meet Housing Quality Standards and families pay fair and reasonable rents.
- f. To promote fair housing and the opportunity for very low-income families of all ethnic backgrounds to experience freedom of housing choice.

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.

The Housing Authority of the City of Pompano Beach is meeting the goals and objectives of the 5 Year Plan.

The aim of the Housing Authority is to ensure safe, decent and affordable housing; create opportunities for residents' self-sufficiency and economic independence; and assure fiscal integrity in all programs.

In 2017, the Housing Authority completed the construction of its Ben Turner Ridge apartments, which consists of (6) three-bedrooms and (4) four-bedrooms, which is a total of (10) units. It is a mixed finance property consisting of (5) units of Public Housing and (5) units of Affordable Housing. The Certificate of Occupancy was received in April of 2018 and the Housing Authority began leasing soon thereafter. Furthermore, the Housing Authority continues to be a high performer for its Section 8 SEMAP score.

The Housing Authority partnered with PHAs and other community partners to participate in the HEART Program. The HEART program represents an innovative system of care that provides integrated subsidized housing and a supportive services network that advances family stability for 50 at risk families. The Housing Authority also administered the Tenant Based Rental Assistance Program, funded by Florida Housing Corporation, which provides temporary housing assistance to families who are homeless.

Additionally, in an effort to further its mission of providing affordable housing, in 2018 the Housing Authority purchased its first residential home within its jurisdiction, rehabilitating/renovating the home as needed, and rented it to a family at an affordable rent. The Authority will continue to purchase residential properties for this purpose. Moreover, the Housing Authority will continue to explore Notices of Funding Opportunities in an effort to obtain vouchers to assist individuals/families.

The Housing Authority recognizes the resident as their ultimate customer. The Authority is continually trying to improve our management and service delivery efforts through oversight, assistance and selective intervention by highly skilled, diagnostic and result- oriented personnel. The Authority has created a problem solving partnership with our residents, the community, and government leadership.

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.

Housing Authority of Pompano Beach Section 8 Housing Choice Voucher Program, in accordance with Violence Against Women's Act (VAWA) of 2013, is committed to providing tenant-based rental assistance to eligible displaced victims of domestic violence, dating violence, sexual assault or stalking, residing in the jurisdiction of Broward County, Florida. The PHA further acknowledges that a victim of domestic violence may have an unfavorable history that would warrant denial under the PHA's general policies (i.e., income, assets, history of public housing eviction). In the event a determination to deny admission to an applicant is made, the PHA will include in its Notice of Denial, a certification form of Domestic Violence, Violence, Dating Violence, Sexual Assault or Stalking – HUD-50066. The applicant is offered the opportunity to provide documentation affirming that the cause of the unfavorable history is that a member of the applicant family is or has been a victim of domestic violence. The PHA also prohibits the eviction or the removal of assistance from persons living in Section 8 rental assisted housing if the asserted grounds for such action(s) or act(s) are of domestic violence, dating violence, sexual assault, or stalking as those terms are defined in the VAWA Act of 2013.

Women In Distress of Broward County, Inc is the only nationally accredited, state-certified, full service domestic violence center serving Broward County. Their mission is to provide victims of domestic violence with safe shelter, crisis intervention and resources, and to educate the community in order to Stop Abuse For Everyone (SAFE) through Intervention, Education and Advocacy. They strive to accomplish this mission by offering a 24 hour crisis hotline, emergency shelter, counseling, education and professional trainings on domestic violence and related topics.

Women in Distress of Broward County, Inc., has taken the lead in the Broward County area to reduce and prevent homelessness of displaced individuals/families that fall victim to domestic violence. The Housing Authority of Pompano Beach will work with Women in Distress to enhance victim safety of all citizens as well as those families currently assisted by the PHA.

In working with Women in Distress, it is our objective to provide a housing resource for victims of domestic violence that due to circumstance are situationally homeless, have no viable access to other housing resources to protect the safety of the individuals/families and ultimately avoid the risk of disbandment of the family's unit.

The portability feature of the Housing Choice Voucher Program is also utilized as deemed necessary upon request, if local resources are assessed as insufficient to protect the safety of the victim and the family. The PHA may also make referrals to the Women in Distress, upon identifying individuals/families that are active with the PHA and are at risk or in need of supportive services to protect against domestic violence.

All new participants are informed of the Violence Against Women's Act (VAWA) of 2013 at the Section 8 Program's "*Orientation*" session as well as annually in the re-certification packet for current participants. The PHA's outreach initiative also continues through notification by letter correspondence to current landlords, as well as, attached to all Requests for Tenancy Approval Forms.

itti

<p>B.5</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>The Housing Authority, to meet the requirement of 24CFR 903.7(r), pertaining to “Substantial Deviation” and “Significant Amendment or Modification,” offers the following:</p> <p>A “Substantial Deviation” from the Five-Year Plan shall be defined as:</p> <ul style="list-style-type: none"> • A major change in direction of the Housing Authority’s above stated mission and goals. Such change includes, but is not limited to, new program activities, development strategies, or financing initiatives that do not otherwise further the Housing Authority’s stated mission and goals heretofore stated in the 5-year plan. <p>A “Significant Amendment or Modification” to the Five-Year Plan and Annual Plans shall be defined as:</p> <ul style="list-style-type: none"> • Changes to rent, admissions policies or organization of the waiting list for the Public Housing Program and HCV Section 8 Program. • Any change with regard to demolition or disposition, designated housing, homeownership programs or conversion activities identified in the current HUD approved 5 Year Plan and/or Annual Plan. <p>Any substantial deviation from the Mission Statement and/or Goals and Objectives presented in the Five-Year Plan that cause changes in the services provided to residents or significant changes to the Agency’s financial situation, in excess of \$50,000.00 will be documented in subsequent Agency Plans.</p> <p>Exceptions include the following:</p> <ul style="list-style-type: none"> • An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements offered by HUD. • Changes under the above definitions which are required due to HUD regulations, federal statutes, state or local laws/ordinances, or as a result of a declared national or local emergency shall not be considered substantial deviation or a significant amendment/modification. • Changes under the above definitions which are funded by any source other than federal funds will not require plan amendment or modification.
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N X <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.7</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>

Instructions for Preparation of Form HUD-50075-5Y

5-Year PHA Plan for All PHAs

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](#))

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.

**COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) PROGRAM**

FISCAL YEAR 2023-2024

DRAFT ANNUAL ACTION PLAN



**Prepared by
The City of Deerfield Beach
Community Services Department**

Table of Contents

Executive Summary	3
AP-05 Executive Summary - 91.200(c), 91.220(b).....	3
PR-05 Lead & Responsible Agencies – 91.200(b)	6
AP-10 Consultation – 91.100, 91.200(b), 91.215(l)	7
AP-12 Participation – 91.401, 91.105, 91.200€	11
Expected Resources	13
AP-15 Expected Resources – 91.420(b), 91.220(c) (1,2).....	13
Annual Goals and Objectives	15
AP-20 Annual Goals and Objectives – 91.420, 91.220€(3) &€.....	15
AP-35 Projects – 91.420, 91.220(d).....	16
P-38 Project Summary	18
AP-50 Geographic Distribution - 91.420, 91.220(f)	19
AP-75 Barriers to affordable housing -91.420, 91.220(j)	21
AP-85 Other Actions - 91.420, 91.220(k).....	22
AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)	24
EXHIBIT A- PUBLIC COMMENTS.....	25
EXHIBIT B- AFFIDAVITS.....	25
EXHIBIT C- SF424.....	30
EXHIBIT D – CERTIFICATIONS.....	34
EXHIBIT E- RESOLUTION.....	41

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The City of Deerfield Beach is located in northeast Broward County, Florida. Incorporated in 1925, the City is approximately 16.3 square miles and has an estimated population of 86,772, according to the U.S. Census.

The City of Deerfield Beach is a U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program entitlement community grantee, receiving an annual grant award since Fiscal Year 2000 to provide decent housing, a suitable living environment, and expand economic opportunities, principally for low and moderate-income persons. The City is also a recipient of an annual grant award through HUD's Home Investment Partnership Program, as a member of the Broward County HOME Consortium, and an annual allocation from the Florida State Housing Initiatives Partnership (SHIP) Program to create and preserve affordable housing.

The Annual Action Plan outlines the City's CDBG housing and community development activities and funding sources for Fiscal Year (FY) 2023-2024, which covers the period beginning October 1, 2023 and ending September 30, 2024. The Action Plan aligns with the community development strategies and priorities in the City's Five-Year Consolidated Plan. The FY 2023-2024 Action Plan represents the fourth program year of the City's FY 2020-2024 Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

The City of Deerfield Beach has identified three priorities for the FY 2023-2024 Community Development Block Grant program year which aligns with the City's FY 2020-2024 Consolidated Plan. The priorities are as follows:

Priority 1 – Increase Access to Affordable Housing

The City of Deerfield Beach has been impacted by the housing affordability crisis. Median home sales and residential rent have drastically increased. To that end, the City will continue to support the preservation of affordable housing and prioritize development of locally owned public land, suitable for affordable housing.

Priority II – Provide for Infrastructure Improvements

The City of Deerfield Beach will construct water and sewer improvements to locally owned public land that, upon development, the housing will be occupied by low and moderate-income households.

Priority III – Increase Access to Public Services

The City of Deerfield Beach senior population exceeds 23%, according to the U.S. Census. As such, the City will continue to prioritize public service programs for seniors in the community, including transportation services.

3. Evaluation of past performance

Annually, the City of Deerfield Beach prepares and submits a Consolidated Annual Performance & Evaluation Report (CAPER) to HUD to account for the accomplishments and progress of the housing and community development activities and goals outlined in the Consolidated Plan and prior year Annual Action Plan. The City's FY 2021-2022 CAPER, submitted to HUD in December 2022, includes a detailed evaluation of the activities, goals and objectives in the FY 2021-2022 Action Plan and the FY 2020-2024 Consolidated Plan.

Key highlights include the following:

- Assisted two (2) households with the purchase of a home
- Assisted 14 households with home rehabilitation assistance
- Assisted 52 seniors with transportation services
- Assisted three (3) households with Rental and Utility Assistance
- Provided health and wellness services to 22 seniors
- Suspended services at Alzheimer's Adult Daycare due to impacts from COVID-19

The City's Fiscal Year 2022-2023 CAPER is due to HUD December 2023.

4. Summary of Citizen Participation Process and consultation process

The Citizen Participation Process is vital to the success of the City's U.S. Department of Housing and Urban Development entitlement funded programs and activities. Citizens were provided with the opportunity to participate in the planning, development, and adoption of the City's FY 2023-2024 Annual Action Plan, in accordance with the City's Citizen Participation Plan.

The City held a pre-development meeting to assess the City's housing and community development needs and priorities, and two public hearings to obtain input about the City's draft FY 2023-2024 Annual Action Plan. Citizens were provided with an opportunity to review and comment on the Annual Action Plan for a 30-day public comment period that began on July 3, 2023 and ended on August 1, 2023. The public hearings and 30-day comment period were noticed via the local newspaper, City website and social media.

Refer to table below for the Citizen Participation Process timeline.

Date	Activity
May 1, 2023	Pre-Development Public Hearing for Citizen Input
July 3, 2023	Notice of Public Hearing and 30-day comment period
July 18, 2023	Public Hearing on draft Annual Action Plan
July 3, 2023 to August 1, 2023	30-day public comment period
July 18, 2023	Notice of Second Public Hearing
August 1, 2023	Public Hearing and plan adoption

Table 1 – Citizen Participation Schedule

5. Summary of public comments

The City received public input/comments during the development of the FY 2023-2024 Annual Action Plan. Please see Exhibit A for summary of citizens’ comments and City responses.

6. Summary of comments or views not accepted and the reasons for not accepting them

All public input was considered during development of the FY 2023-2024 Annual Action Plan.

7. Summary

The City of Deerfield Beach is committed to enhancing and strengthening the quality of life within its community, with an emphasis on its low- and moderate-income population. The Fiscal Year 2023-2024 Annual Action Plan outlines specific housing and community development priorities, activities/programs and goals designed to serve and support low- and moderate-income persons. Public input was integral in developing the Action Plan. The plan provides transparency and a means to evaluate progress towards meeting the identified goals and objectives in the Consolidated Plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Aneisha Nicholas	City of Deerfield Beach Community Services Department

Table 2 – Responsible Agencies

Narrative

The City of Deerfield Beach Community Services Department serves as the City's administrator of entitlement funding from the U.S. Department of Housing and Urban Development and State of Florida, for housing and community development activities designed to serve low- and moderate-income persons.

Consolidated Plan Public Contact Information

Aneisha Nicholas, Assistant Director of Community Services
City of Deerfield Beach
227 NW 2nd Street
Deerfield Beach, FL 33441
Telephone #: (954) 422-5810
Email: ANicholas@deerfield-beach.com

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

As part of the Citizen Participation process, the City consulted with a variety of agencies, organizations and associations to develop the Fiscal Year 2023-2024 Annual Action Plan. The City consulted with City staff, City Commission, government agencies that support LMI households, non-profit agencies and civic associations comprised of community members that engage in affordable housing, residential construction, real estate, urban planning, LMI advocacy, for-profit businesses and banking.

- a. **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The City is coordinating with the Deerfield Beach Housing Authority to utilize their network of resources to increase the impact of federal and state funding on the LMI community. The City has partnered with public agencies such as the Area Agency of Broward County, Broward County School Board, the nonprofit organization Deerfield Beach Cares to provide social services and health and mental services to the City’s senior population and LMI households. The City also partners with the local hospital, Broward Health North, on initiatives that support health and wellness and economic development in neighborhoods within the LMI community.

- b. **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City of Deerfield Beach is a municipality in Broward County and coordinates with Broward County’s Homeless Continuum of Care to administer services to address the needs of individuals and families that are homeless or at risk of homelessness. The City consults with the Continuum of Care to determine the state of homelessness in its community, methods to combat homelessness and identify services and programs available to citizens in need of their services.

- c. Describe consultation with the Continuum(s) of Care that serves the jurisdiction’s area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

N/A- The City of Deerfield Beach is not a recipient of ESG funding.

2. Agencies, groups, organizations and others who participated in the process and consultations.

Table 3 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Deerfield Beach Affordable Housing Advisory Committee
	Agency/Group/Organization Type	Housing Other government – Local (Civic Organization)
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with the Affordable Housing Advisory Committee regarding the City’s housing and community development needs and priorities. The Board provided input towards the priorities and activities outlined in the Annual Action Plan.
2	Agency/Group/Organization	Deerfield Beach Housing Authority
	Agency/Group/Organization Type	Housing PHA Services – Housing Services-Elderly Persons Services-Persons with Disabilities

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with staff at the Deerfield Beach Housing Authority about the City's housing and community development needs and priorities. Staff discussed how the ongoing housing crisis has impacted housing in the City of Deerfield Beach to include public housing. Staff recommended resources and strategies to increase the impact of federal and state funding.
3	Agency/Group/Organization	Deerfield Beach Family Empowerment, Inc
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Deerfield Beach has partnered with Deerfield Beach Family Empowerment, Inc. to implement affordable housing programs designed for the City's LMI population. Consulted DBFE staff to determine the effectiveness of existing programs and activities and develop strategies to increase the impact of CDBG funding. Discussed strategic marketing, inclusive of workshops and partnerships to increase programmatic impact.

a. Identify any Agency Types not consulted and provide rationale for not consulting

The City did not exclude any agency types from the Citizen Participation process.

b. Other local/regional/state/federal planning efforts considered when preparing the Plan

Table 4 – Other local / regional / federal planning efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Deerfield Beach Comprehensive Plan – Housing Element	City of Deerfield Beach Planning and Development Services Department	Outlines the City’s policies and goals for the preservation and expansion of the City’s housing stock.
Continuum of Care (CoC)	Broward County Homeless Initiative Partnership	Addresses issues pertaining to homelessness, and outlines programs and services available to assist the City’s homeless population and households at risk of becoming homeless.
Deerfield Beach State Housing Initiatives Partnership Local Housing Assistance Plan	City of Deerfield Beach – Community Services Department	Details the City’s strategies to produce and preserve affordable housing. Designed to serve very low, low- and moderate-income families

AP-12 Participation – 91.401, 91.105, 91.200€

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal setting

The Citizen Participation process was integral in developing the Fiscal Year 2023-2024 Annual Action Plan as it supported the identification of housing and community development needs to effectively serve low- and moderate-income persons and neighborhoods in the City. Public input from the Citizen Participation process supports the activities, programs and goals outlined in the Action Plan.

In accordance with 24 CFR 91.105, the City of Deerfield Beach provided citizens with reasonable notice to public meetings and an opportunity to comment on the Draft Annual Action Plan prior to adoption. Refer to Table 1 - Citizen Participation Schedule on page four (4). The Citizen Participation process involved the following:

- Pre-Development public meeting in coordination with the City's Affordable Housing Advisory Committee;
- Two Public Hearings to obtain public input about the draft Annual Action Plan; and
- Draft Annual Action Plan 30-day Public Comment Period.

The public hearings and 30-day comment period were noticed via the Sun Sentinel, a newspaper of general circulation, and the City's website. The City made available to citizens, public agencies, and other interested parties a copy of the draft Fiscal Year 2023-2024 Annual Action Plan and a summary of the proposed projects with their respective funding allocation.

The Community Services Department also consulted with City staff, the local public housing authority and a non-profit organization that supports the implementation of affordable housing assistance programs for input on the activities, strategies and goals outlined in the Fiscal Year 2023-2024 Annual Action Plan.

Citizen Participation Outreach

Table 5 – Citizen Participation Outreach

Sort Order	Mode Outreach	Target Outreach	Summary response/attendance	Summary comments received	Summary comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Broad Community Outreach	N/A	N/A	N/A	
2	Internet Outreach	Broad Community Outreach	N/A	N/A	N/A	
3	Public Hearing	Broad Community Outreach	City Staff provided information about programs and discussed plans to address citizens recommendations and concerns.	Refer to Exhibit A	N/A	
4	Pre-Development Meeting	Broad Community Outreach Residents LMI agencies	City Staff provided information about programs and discussed plans to address citizens recommendations and concerns; XX Citizens were in attendance.			
5	30-Day Public Comment Period	Broad Community Outreach	TBD	TBD		

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1,2)

1. Introduction

The City receives annual federal funding from the U.S. Department of Housing and Urban Development (HUD) as an entitlement community through the Community Development Block Grant (CDBG) Program and a HOME Investment Partnerships Program (HOME) consortium member. The City is also a recipient of annual funding from the State of Florida through the State Housing Initiatives Partnership Program (SHIP) to produce and preserve affordable housing in the Deerfield Beach community.

The table below provides a breakdown of the City’s anticipated funding allocation from CDBG, HOME and SHIP in Fiscal Year 2023-2024.

Table 6 – Anticipated Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation	Program Income	Prior Year Resources		
CDBG	Public - Federal	Public Service; Public Infrastructure	\$659,734			\$659,734	Entitlement grantee estimated FY 23/24 annual allocation
HOME Consortium	Public - Federal	Housing	\$244,451			\$244,451	Broward County HOME Consortium member estimated FY 23/24 allocation
State Housing Initiatives Partnership	Public - State	Housing	\$1,003,022			\$1,003,022	Florida SHIP grantee estimated FY 23/24 allocation

- 2. Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of Deerfield Beach utilizes federal and state funding to implement the City's affordable housing programs. Federal funding is leveraged with state funding to increase the impact of activities benefitting low- and moderate-income persons in Deerfield Beach.

- 3. If appropriate, describe, which does not require a matching.**

Matching funds are not a requirement for any of the initiatives outlined in the Annual Action Plan.

- 4. If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City has an inventory of locally owned public land suitable for affordable housing. Two such parcels require water and sewer improvements. The City intends to fund the improvements with CDBG funding and partner with non-profit developers to build affordable housing for low- and moderate-income persons.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives – 91.420, 91.220€(3) &€

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Improvement	2023	2024	Non-Housing Community Development	Deerfield Beach Census Tracts with at least 51% LMI residents	Public Facilities, Facility Improvements, Public Infrastructure	CDBG: \$492,787	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing. Benefit: Two (2) LMI Households.
2	Public Service – Senior Transportation	2023	2024	Non-Housing Community Development	Citywide	Public Service	CDBG: \$35,000	Public service activities other than Low/Moderate Income Housing. Benefit: 50 Persons Assisted
3	Planning and Administration	2023	2024	Non-Housing Community Development	Citywide	Administration	CDBG: \$131,947	Oversee the administration, development and implementation of the program

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	Public Improvement/Infrastructure – Water and Sewer Improvements
	Goal Description	To facilitate public improvement and infrastructure projects within LMI neighborhoods (CDBG target areas) in Deerfield Beach.
2	Goal Name	Public Service – Senior Transportation
	Goal Description	To provide transportation services to seniors in the Deerfield Beach community.

AP-35 Projects – 91.420, 91.220(d)

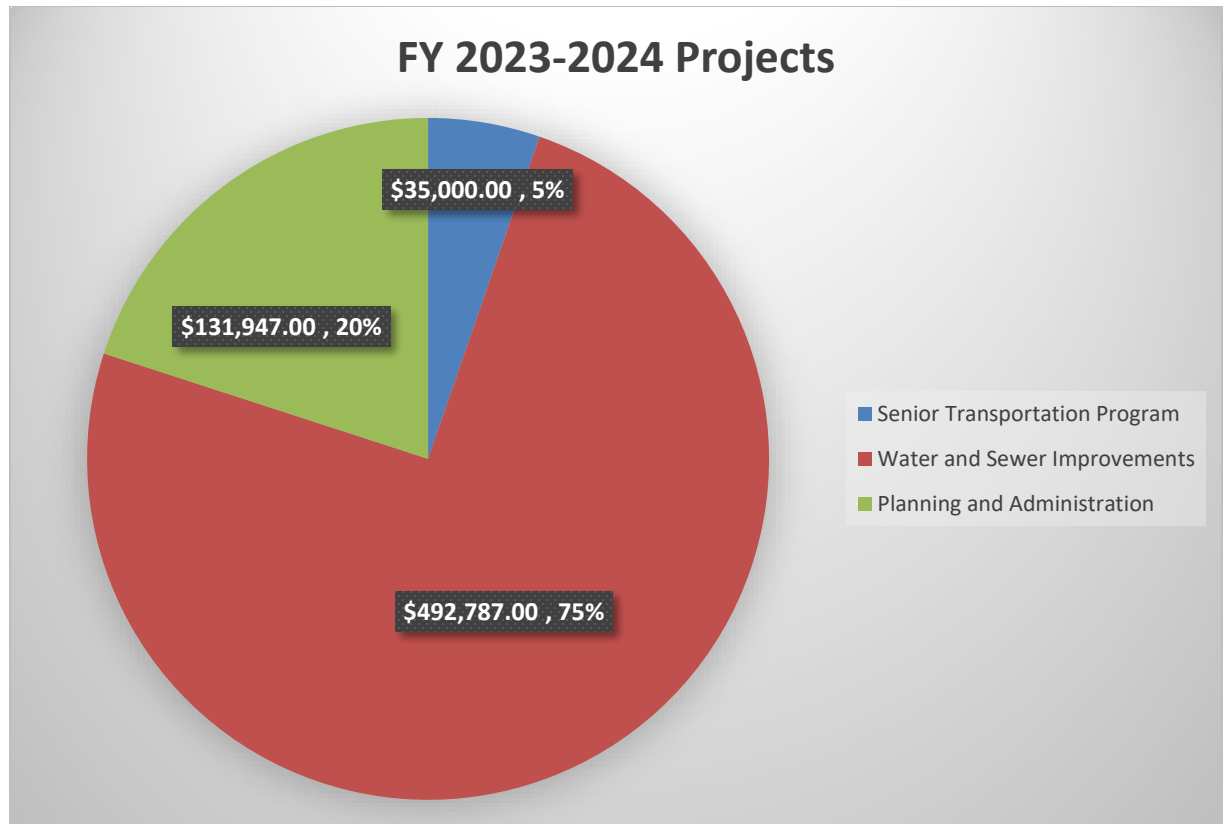
1. Introduction

The Fiscal Year 2023-2024 Annual Action Plan is the fourth program year plan under the City's Fiscal Year 2020-2024 Consolidated Plan. The projects and activities which are recommended for funding in Fiscal Year 2023-2024 are in alignment with the priorities of the Consolidated Plan.

#	Project Name	Amount
1	Water and Sewer Improvements	\$492,787.00
2	Senior Transportation Program	\$ 35,000.00
3	Planning and Administration	\$131,947.00

Table 8 – Project Information

Graph 1: Allocated Funds



2. Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City of Deerfield Beach is committed to improving the quality of life for low- and moderate-income persons in the community. Decent housing and a suitable living environment are products of the public infrastructure and public service activities prioritized for implementation in Fiscal Year 2023-2024 to serve the City's LMI population.

Grant funding is the City's primary source of funding to implement the prioritized projects and activities. Consequently, the main obstacle is limited or decreased grant funding. The City's federal and state funding allocations fluctuate annually which makes planning for and meeting the needs of the City's LMI population challenging. This obstacle is compounded by the ongoing housing crisis and inflation. Home prices have significantly increased in the City of Deerfield Beach.

The median sale price for a home in Broward County has been increasing annually over the last three years. According to the Broward Property Appraiser, the median sale price for a single-family home increased by more than 47% between December 2019 and December 2022. Additionally, the increased cost of goods and services due to inflation is expected to negatively impact the level of assistance the City can provide to LMI persons.

P-38 Project Summary

1	Project Name	Water and Sewer Improvements
	Target Area	Census Tracts with at least 51% LMI
	Goals Supported	Public Improvements
	Needs Addressed	Public Improvements - Infrastructure
	Funding	CDBG: \$492,787
	Description	Water and sewer installations in LMI community
	Estimate the number business that will benefit from the proposed activities	Approximately 2 LMI Families
	Planned Activities	Administration of the Program
2	Project Name	Senior Transportation Program
	Target Area	Citywide
	Goals Supported	Public Service - Senior Transportation
	Needs Addressed	Public Service - Senior Transportation
	Funding	CDBG: \$35,000
	Description	Senior Transportation services for persons 62 years and older to and from various locations in the City inclusive of the Senior Center, medical appointments, pharmacies, grocery and department stores, local malls, libraries, post offices, local parks, beaches and local restaurants.
	Estimate the number and type of families that will benefit from the proposed activities	50
	Location Description	Citywide
	Planned Activities	Transportation Services.
3	Project Name	Planning and Administration
	Target Area	Citywide
	Goals Supported	Public Improvements Public Service - Senior Transportation Public Service
	Needs Addressed	Housing Rehabilitation Purchase Assistance Public Service Public Improvements
	Funding	CDBG: \$131,947
	Description	Administration of the Programs
	Estimate the number and type of families that will benefit from the proposed activities	
	Planned Activities	Administration of the Programs.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Deerfield Beach is located in northeastern Broward County, Florida. According to the U.S. Census, the City's population is 86,772. The median household income in the City is \$49,650, according to the U.S. Census American Community Survey (ACS) 2017-2021 and the percent of persons in poverty is 15.6%.

The public infrastructure and public service activities outlined in the Fiscal Year 2023-2024 Annual Action Plan are designed to serve low- and moderate-income persons citywide. The public infrastructure project which involves water and sewer improvements will benefit areas in the City where at least 51% of the residents are low- and moderate-income persons.

The attached CDBG Target Area Map shows Census Block Groups citywide and outlines areas in the City with 51% and greater low- and moderate-income residents.

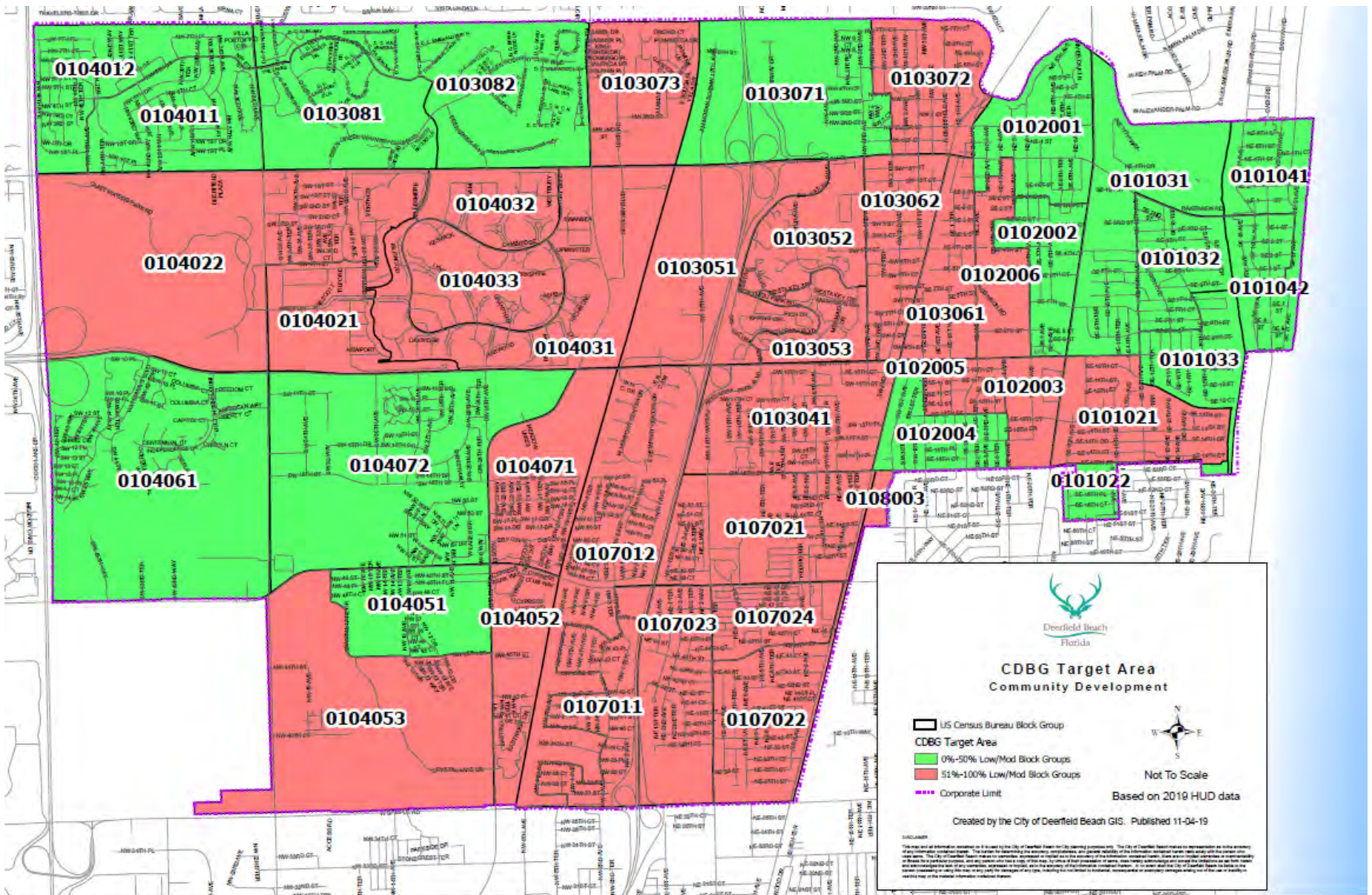
Geographic Distribution

Target Area	Percentage of Funds
Citywide	25%
Census Block Group	75%

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City has allocated 75% of its CDBG funding to construct water and sewer improvements in a low-and-moderate income neighborhood, supporting the preservation of affordable housing and a suitable living environment for low- and moderate-income persons. An estimated 5% of CDBG funds will be utilized to promote accessibility and health and wellness for the senior population.



AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City of Deerfield Beach housing market poses significant barriers to affordable housing. Housing costs in Deerfield Beach has increased. Like much of America, the City has been experiencing a housing crisis due to a dramatic increase in the cost of homes, land, construction materials, labor, gas, etc. Additionally, about 60 percent of the housing inventory in Deerfield Beach is more than 40 years of age, according to the U.S. Census. The age of housing stock presents the challenge of maintaining quality housing so that inventory does not shrink as units fall into disrepair.

Housing conditions are an important aspect of the Deerfield Beach community quality of life, particularly for low- and moderate-income residents, of which the City has a relatively high LMI percentage. Considering rising housing costs and the age of existing housing stock, the City is committed to producing and preserving affordable housing in Deerfield Beach.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Housing Element of the City's Comprehensive Plan provides guidance to develop appropriate plans and policies to meet identified or projected deficits in the supply of housing for moderate income, low income, and very low-income households, group homes, foster care facilities, and households with special housing needs, including rural and farm worker housing. The related goals and objectives listed in the Housing Element of the Comprehensive Plan include the following:

GOAL HS 1.0: Provide sufficient quantity of safe and adequate housing which is affordable to all income groups in Deerfield Beach.

Objective HS 1.1: Provide for adequate and affordable housing for the existing population, anticipated population growth, and households with special housing needs.

Objective HS 1.2: Continue to employ existing housing implementation programs and revise existing and formulate new housing implementation programs when the City determines such programs will better provide for adequate and affordable housing in compliance with State and Federal relocation housing regulations.

Objective HS 1.3: Assist in the elimination of substandard housing conditions, and for the structural and aesthetic improvement of existing housing while guiding the conservation, rehabilitation or demolition of housing as needed.

Objective HS 1.5: Provide adequate housing sites and distribution of housing for workforce, moderate, low, and very low-income households.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

This section addresses the City of Deerfield Beach's planned actions to foster and maintain quality affordable housing, continue the mitigation of lead-based paint hazards in homes occupied by low- and moderate-income individuals, reduce the number of households in poverty through various services, programs and coordination of service providers. The City will continue to undertake an educational campaign on fair housing to ensure that Deerfield Beach residents have the widest range of housing choices.

Actions planned to address obstacles to meeting underserved needs

The City of Deerfield Beach is committed to identifying opportunities to produce and preserve affordable housing, improve housing conditions and expand economic opportunities for its low- and moderate-income population. The City shall keep apprised of and shall consider implementation of all federal, state, and local housing subsidy programs in which the City is eligible to participate. The City shall also increase marketing efforts through targeted promotion and creative campaigns to increase public awareness of the affordable housing programs designed to serve low- and moderate-income persons.

Actions planned to foster and maintain affordable housing

The City intends to foster and maintain affordable housing in the City with the support of federal and state resources and coordinated efforts with public and private agencies and organizations. Public and private efforts will include coordination with private developers, especially those providing low- and moderate-income housing; Community Housing Development Organization; the Deerfield Beach Housing Authority; the Broward County Housing Authority; the Broward County Housing and Community Development Division; and the Broward Housing Partnership.

The City has also established an Affordable Housing Advisory Committee who reviews the City's established policies, ordinances, land development regulations and comprehensive plan and recommend specific actions or initiatives to encourage or facilitate affordable housing in Deerfield Beach.

Actions planned to reduce lead-based paint hazards

The City will continue to ensure that its affordable housing programs and projects comply with lead paint regulations. All appropriate lead hazard disclosures, brochures and testing will be communicated, distributed and performed, respectively, in compliance with Federal regulations for homes built prior to 1978. If abatement is required, specifications by a certified lead contractor will be incorporated into the housing activity/project work write up. These actions will prevent lead poisoning and hazards in the community.

Actions planned to reduce the number of poverty-level families

The poverty rate in Deerfield Beach is 15.6 percent, according to the U.S. Census. The City will

continue to prioritize federal and state funding for affordable housing programs and activities and economic development opportunities. Grant management is centralized in the City of Deerfield Beach Community Services Department. The Community Services Department will continue to work closely with the City's Economic Development Department to identify, provide and fund initiatives that promote job readiness and career opportunities for low- and moderate-income persons and economic expansion in the City of Deerfield Beach. The City also collaborates with the Broward County Continuum of Care, Deerfield Beach Housing Authority and other Broward County agencies to support projects and programs designed to reduce poverty in the City.

Actions planned to develop institutional structure

The City of Deerfield Beach Community Services Department oversees the administration of entitlement and competitive grants citywide pre and post award. This centralized structure enables the City to strengthen relationships with departments within the City and foster collaboration with residents, public and private agencies, organizations and grant funders to aid in identifying housing and community development needs, and opportunities to leverage federal, state and local resources to provide decent housing, a suitable living environment and expand economic opportunities for low- and moderate-income persons in the City.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Deerfield Beach housing stock has historically been constructed by the private sector. As such, the City is committed to strengthening relationships with public and private housing and social service agencies. The City works closely with the Deerfield Beach Public Housing Authority and utilizes their network of social service agencies to increase the impact of the City's affordable housing and public service programs, projects and activities. The City participates in interagency committees created to coordinate public, private and community-based efforts to expand affordable housing and economic development initiatives. Staff in the Community Services Department will continue attending affordable housing workshops to keep abreast of initiatives and regulations, identify best practices that can be implemented in the City and build on existing public and private collaborations to better serve the Deerfield Beach community.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The City may generate Program Income from its federal and state grant funded Homeowner Rehabilitation and Purchase Assistance programs. Program Income is recaptured if an LMI recipient of funding through the aforementioned programs defaults on the terms of their award amount, which is structured as a 0% deferred loan that converts to a grant at the end of the loan term (i.e. affordability period). In accordance with the loan terms, the City requires repayment of the award amount based on an annual prorated amount.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1	The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2	The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3	The amount of surplus funds from urban renewal settlements	\$0
4	The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5	The amount of income from float-funded activities	\$0
	Total Program Income	\$0

Other CDBG Requirements

1. The amount of urgent need activities
N/A

EXHIBIT A- PUBLIC COMMENTS

Public Comments/Responses

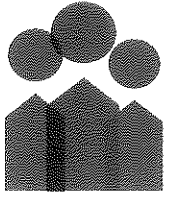
Fiscal Year 2023 – 2024 CDBG Annual Action Plan

EXHIBIT B- AFFIDAVITS

EXHIBIT C- SF424

EXHIBIT D – CERTIFICATIONS

EXHIBIT E- RESOLUTION



HACFL
HOUSING AUTHORITY OF THE
CITY OF FORT LAUDERDALE

Established 1938 • www.hacfl.com

PHA PLANS

TABLE OF CONTENTS

Streamlined Annual PHA Plan 2020

5-Year Plan - Fiscal Years 2020-2024

Proposed Changes - Administrative Plan

Forms and Certification

Central Office:
437 Southwest 4th Avenue
Fort Lauderdale, FL 33315
(954) 525-6444

Robert P. Kelley Building:
500 W. Sunrise Boulevard
Fort Lauderdale, FL 33311
(954) 556-4100

Streamlined Annual PHA Plan <i>(Small 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

MISSION STATEMENT

The mission of the Housing Authority of the City of Fort Lauderdale is to assist low-income families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

Applicability. Form HUD-50075-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer 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.
- (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 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	<p>PHA Name: <u>Housing Authority of the City of Fort Lauderdale</u> PHA Code: <u>FL 010</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2020</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>95</u> Number of Housing Choice Vouchers (HCVs) <u>3197</u> Total Combined <u>3292</u> 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 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.</p> <p>Robert P. Kelley Building 500 W. Sunrise Blvd. Ft. Lauderdale, FL 33311 Sunnyreach Acres Apt. 100 SW 18 Avenue, Ft. Lauderdale, FL 33312 The plan will also be posted on the HACFL website: www.hacfl.com</p>

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. Annual Plan Elements Submitted with 5-Year PHA Plans. Required elements for all PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a PHA is not submitting its 5-Year Plan. See Section C for required elements in all other years (Years 1-4).

B.1 Revision of PHA Plan Elements.

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

- 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.
 - Homeownership Programs.
 - Substantial Deviation.
 - Significant Amendment/Modification

(b) The PHA must submit its De-concentration Policy for Field Office Review.

HACFL Policy

If subject to de-concentration requirements, the HACFL will consider its de-concentration goals when transfer units are offered. When feasible, families above the Established Income Range will be offered a unit in a development that is below the Established Income Range, and vice versa, to achieve the HACFL's de-concentration goals. A de-concentration offer will be considered a "bonus" offer; that is, if a resident refuses a de-concentration offer, the resident will receive one additional transfer offer.

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

HACFL will be seeking Mainstream Vouchers to assist our Jurisdiction with the high homeless population

HACFL has amended/revised the Administrative Plan the HCV Program – (see attachment 1)
Chapter 19- Project Based Vouchers (PBV) Under the Rental Assistance Demonstration (RAD) Program – (see attachment 2)

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?

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

	<ul style="list-style-type: none"> • The Housing Authority of the City of Fort Lauderdale (HACFL) will explore various financing opportunities such as Low-Income Housing Tax Credit (LIHTC) bonds and mixed financing for development of affordable housing. • The HACFL also plans to use the Voluntary Conversion to convert the 29 public housing units at Sunnyreach Acres townhomes to tenant-based assistance through Tenant Protection Vouchers (TPVs) • The HACFL will actively seek opportunities to increase affordable housing in our community by applying for vouchers such as PBV, TPV, VASH, Mainstream and for any other vouchers or housing subsidy funds made available through HUD and Community Development sources. <p>All of the above is consistent with the HACFL's goals to preserve and enhance the availability of affordable housing.</p>
<p>B.3</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 Plan.</p> <p>See 5-Year Plan Progress Report</p>
<p>C.</p>	<p>Annual Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a PHA is submitting its 5-Year PHA Plan.</p>
<p>C.1.</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</p> <p><input type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>(d) The PHA must submit its De-concentration Policy for Field Office Review.</p>
<p>C.2</p>	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><u>Form 50077-SM, Certification of Compliance with PHA Plans and Related Regulations.</u> including Item 5 must be submitted by the PHA as an electronic attachment to the PHA Plan. Item 5 requires certification on whether 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.</p>

D	Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.
D.1	<p>Civil Rights Certification.</p> <p><i>Form 50077-SM-11P, Certification of Compliance with PHA Plans and Related Regulations.</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
D.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan? (To be added after public meeting).</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>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.</p>
D.3	<p>Certification by State or Local Officials.</p> <p><i>Form HUD 50077-SL, 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>
E	Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
E.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: See HUD form 50075.2 approved by HUD on _____</p>

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. 5-Year Plan. Required for all PHAs completing this form.

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.

The mission of the Housing Authority of the City of Fort Lauderdale is to assist low-income families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

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.

The Housing Authority of the City of Fort Lauderdale (HACFL) has made great strides to achieve its 2015/2019 goals as part of the PHA 5-year and Annual Plan. In spite of these achievements, the needs of Broward County continue to grow.

Our five (5) year strategic goals include:

Providing affordable housing for very-low, low and moderate-income, work force individuals/families in the community. To accomplish this goal the HACFL will:

Objectives:

- Develop and maintain affordable housing programs by aggressively pursuing all federal, state and local funding announcements to benefit residents of every municipality in the County.
- Work closely with the City of Fort Lauderdale and the Housing Finance Agency to acquire and develop vacant parcels for affordable housing rentals. We will continue to use LIHTC to assist in financing new housing developments.
- Apply for additional Section 8 Vouchers, including VASH, TPV, Main Stream.
- Plans to use the Voluntary Conversion to convert remaining public housing units to tenant based assistance through Tenant Protection Vouchers (TPVs)

Goal: Improve Community, Quality of Life and Economic Vitality.

Objectives:

- Implement measures to de-concentrate poverty by bringing higher income households into lower income neighborhoods
- Provide replacement 'affordable housing' for Public Housing units.
- Conduct outreach efforts to potential landlords
- Host landlord workshops about HCV program
- Increase customer satisfaction
- Partner with social services to improve quality of life for HACFL's elderly residents

Goal: Increase Collaborations Expand and enhance HACFL's public image

Objective:

- The PHA offers all staff enhancement opportunities to improve work skills by attending onsite or offsite training sessions, HCV, PIC trainings, webinars and tele conferences in addition to other sources of training. Trainings for Fiscal Year 2018/2019 also include Fair Housing/Reasonable Accommodation and Customer Service training.
- The Housing Authority in collaboration with neighboring cities provide information to the general public and prospective owners regarding the Housing Choice Voucher programs to dispel misconceptions related to assisted housing through community outreach and education.
- Additionally, there are consistent interactions with City staff and community partners on affordable housing concerns and programs.

Goal: Promote Self-Sufficiency and Asset Development of Individuals and Families

Objectives:

- Promote self-sufficiency of assisted households (received FSS funding in the amount of \$111,590 for 2018).
- The PHA has successfully continued to operate a Family Self-Sufficiency Program for interested participants and has maintained great results while promoting continued great relationships with these families.
- Continue working with its partners to ensure that to the greatest extent that the residents are working or engages in job training
- Continue the successful Section 8 Homeownership Program
- Continue the successful Step-Up Apprenticeship Program

Goal: Provide Safe and Secure Environment for HACFL Residents

Objectives:

- The PHA will continue to evaluate all developments and implement crime prevention methods
- The PHA will continue to reduce crime in its developments

Goal: Ensure Equal Opportunity in Housing for all

Objectives:

- Undertake affirmative action measures to ensure access to assisted housing opportunities and to provide suitable living environment for families regardless of race, color, religion, national origin, sex, familial status and disability.

<p>B.3</p>	<p>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.</p> <p>Goals: Manage the HACFL's Existing housing stock in an efficient and effective manner and seek to expand the stock of Affordable Housing in Fort Lauderdale and Broward County.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Apply for additional rental vouchers • Continue conducting outreach efforts to potential voucher landlords • Convert public housing to vouchers • Continue acquiring and/or building units or developments for affordable rental housing • Work closely with the City (HOME) and County (SHIP) funds to promote homeownership at reduced costs • Work closely with the City of Fort Lauderdale and the Housing Finance Agency to develop vacant parcels for affordable family rentals. We will continue to use LIHTC to assist in financing new affordable housing development • Maintain high performer status on SEMAP (score of 97% for 2018) • Promote self-sufficiency of assisted households (155 clients currently enrolled in the FSS program) • Undertake affirmative measures to ensure equal opportunity in housing
<p>B.4</p>	<p>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.</p> <p>The HACFL has adopted policies to help ensure that all actual and potential beneficiaries of the Housing Choice Voucher and Public Housing Programs are aware of their rights under VAWA, including their right to confidentiality. The HACFL will post the following information regarding VAWA in the offices and on the website. It will also be made readily available to anyone who request it.</p> <ul style="list-style-type: none"> • Notice of occupancy rights under VAWA to housing choice voucher program applicants and participants who are or have been victims of domestic violence, sexual assault, or stalking (Form HUD-5380) • A copy of PHA's emergency transfer plan • A copy of HUD's Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (Form HUD-5383) • The National Domestic Violence Hot Line: 1-800-799 SAFE (7233) or 1-800-3224 (TTY). • Contact Information for local victim advocacy groups or service providers

<p>B.5</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>HUD mandates that HACFL must define substantial changes to the Agency Plan. A proposed change to the PHA Annual and 5-Year Plan that qualifies as a substantial change must undergo a public process that includes: consultation with the residents, a public comment period, public notification of where and how the proposed change can be reviewed, and approval by the HACFL Board of Commissioners.</p> <p>A significant amendment or modification is a change in policy pertaining to the operations of the H/A. The H/A will consider the following activities a significant amendment/modification:</p> <ul style="list-style-type: none"> • Changes in regard to demolition, disposition or conversion activities; • New or amended development plans, designation or conversion actions not currently identified in the Five-year or Annual plan; • The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance, Homeownership, RAD Conversion; Tenant Based Assistance (TPV); • Capital Fund Financing, development, or mixed finance development. <p>An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements. HUD will not consider such changes as significant amendments.</p>
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</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.7</p>	<p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL</u>, <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>

**Attachment I
HACFL Administrative Plan - 2019 Revisions**

The Admin Plan for Section 8 has been revised and has been formatted to match the format of Nan McKay's

Admin Plan. Formatting the HACFL's Admin Plan to that of Nan McKay will make future updates easier and will ensure that HUD regulations are incorporated into the HACFL's Admin timely and accurately.

Chapter	Suggested New Policy	Current Policy
2-4	2-I.B. NONDISCRIMINATION Added : • Subject anyone to sexual harassment	2-I.B. NONDISCRIMINATION None
3-9	3-I.M. LIVE-IN AIDE A family's request for a live-in aide must be made in writing. Written verification will be required from a reliable, knowledgeable professional, such as a doctor, social worker, or case worker, that the live-in aide is essential for the care and well-being of the elderly, near-elderly, or disabled family member.	3-I.M. LIVE-IN AIDE A family's request for a live-in aide must be made in writing. Written verification will be required from a reliable, knowledgeable professional, such as a doctor, social worker, or case worker, that the live-in aide is essential for the care and well-being of the elderly, near-elderly, or disabled family member. For continued approval, the family must submit a new, written request-subject to PHA verification-at each annual reexamination.
3-9	3-I.M. LIVE-IN AIDE The live-in aide was not part of the household for a period of at least a year or more.	3-I.M. LIVE-IN AIDE The live-in aide was not part of the household prior to receiving program assistance.
4-2	4-I.B. APPLYING FOR ASSISTANCE [HCV GB, pp. 4-11 – 4-16, Notice PIH 2009-36] Completed applications must be returned to the PHA by mail, electronically, by fax, or submitted in person during normal business hours. Applications must be complete in order to be accepted by the PHA for processing. If an application is incomplete, the PHA will notify the family of the additional information required.	4-I.B. APPLYING FOR ASSISTANCE [HCV GB, pp. 4-11 – 4-16, Notice PIH 2009-36] Completed applications must be returned to the PHA by mail, by fax, or submitted in person during normal business hours. Applications must be complete in order to be accepted by the PHA for processing. If an application is incomplete, the PHA will notify the family of the additional information required.
5-13	5-II.E. VOUCHER TERM AND EXTENSIONS Extensions of Voucher Term [24 CFR 982.303(b)] It is necessary as a reasonable accommodation for a person with disabilities. (Families with a reasonable accommodation may be approved for voucher extensions up to but not exceeding 365 calendar days. Extensions exceeding calendar 365 days will require written HUD approval.)	5-II.E. VOUCHER TERM AND EXTENSIONS Extensions of Voucher Term [24 CFR 982.303(b)] It is necessary as a reasonable accommodation for a person with disabilities.
6-35	6-I.M. ADDITIONAL EXCLUSIONS FROM ANNUAL INCOME (aa) Distributions from an ABLE account, and actual or imputed interest on the ABLE account balance	6-I.M. ADDITIONAL EXCLUSIONS FROM ANNUAL INCOME (aa) -None.

Attachment I

HACFL Administrative Plan - 2019 Revisions

<p>7-4</p>	<p>7-I.C. UP-FRONT INCOME VERIFICATION (UIV) EIV Income and IVT Reports The data shown on income and income validation tool (IVT) reports is updated quarterly. Data may be between 3 and 6 months old at the time reports are generated. PHA Policy The PHA will obtain income and IVT reports for annual reexaminations on a monthly basis. Reports will be generated as part of the regular reexamination process. Income and IVT reports will be compared to family-provided information as part of the annual reexamination process. Income reports may be used in the calculation of annual income, as described in Chapter 6-I.C. Income reports may also be used to meet the regulatory requirement for third party verification, as described above. Policies for resolving discrepancies between income reports and family-provided information will be resolved as described in Chapter 6-I.C. and in this chapter. Income and IVT reports will be used in interim reexaminations to identify any discrepancies between reported income and income shown in the EIV system, and as necessary to verify earned income, and to verify and calculate unemployment benefits, Social Security and/or SSI benefits. EIV will also be used to verify that families claiming zero income are not receiving income from any of these sources. Income and IVT reports will be retained in participant files with the applicable annual or interim reexamination documents. When the PHA determines through EIV reports and third-party verification that a family has concealed or under-reported income, corrective action will be taken pursuant to the policies in Chapter 14, Program Integrity.</p>	<p>7-I.C. UP-FRONT INCOME VERIFICATION (UIV) EIV Income Reports The data shown on income reports is updated quarterly. Data may be between 3 and 6 months old at the time reports are generated. HACFL Policy The HACFL will obtain income reports for annual reexaminations on a monthly basis. Reports will be generated as part of the regular reexamination process. Income reports will be compared to family-provided information as part of the annual reexamination process. Income reports may be used in the calculation of annual income, as described in Chapter 6-I.C. Income reports may also be used to meet the regulatory requirement for third party verification, as described above. Policies for resolving discrepancies between income reports and family-provided information will be resolved as described in Chapter 6-I.C. and in this chapter. Income reports will be used in interim reexaminations to identify any discrepancies between reported income and income shown in the EIV system, and as necessary to verify and calculate earned income, unemployment benefits, Social Security and/or SSI benefits. EIV will also be used to verify that families claiming zero income are not receiving income from any of these sources. Income reports will be retained in participant files with the applicable annual or interim reexamination documents. When the PHA determines through income reports and third-party verification that a family has concealed or under-reported income, corrective action will be taken pursuant to the policies in Chapter 14, Program Integrity.</p>
<p>8-5</p>	<p>8-I.B. ADDITIONAL LOCAL REQUIREMENTS Clarifications of HUD Requirements Security If window security bars or security screens are present on emergency exit windows, they must be equipped with a quick-release system. The owner is responsible for ensuring that the family is instructed on the use of the quick-release system.</p>	<p>8-I.B. ADDITIONAL LOCAL REQUIREMENTS Clarifications of HUD Requirements Security No window bars allowed.</p>
<p>8/12</p>	<p>8-II.A. OVERVIEW [24 CFR 982.405] Notice and Scheduling Inspections may be scheduled between 8:00 a.m. and 4:00 p.m.</p>	<p>8-II.A. OVERVIEW [24 CFR 982.405] Notice and Scheduling Inspections may be scheduled between 8:00 a.m. and 5:00 p.m.</p>
<p>9-3</p>	<p>9-I.B. REQUESTING TENANCY APPROVAL [Form HUD-52517] Completed RTA (including the proposed dwelling lease) must be submitted as hard copies, in-person, by mail, by email, or by fax.</p>	<p>9-I.B. REQUESTING TENANCY APPROVAL [Form HUD-52517] Completed RTA (including the proposed dwelling lease) must be submitted as hard copies, in-person, by mail, or by fax.</p>

**Attachment I
HACFL Administrative Plan - 2019 Revisions**

10-6	<p>Zero HAP Families Who Wish to Move [24 CFR 982.455]A participant who is not receiving any subsidy, but whose HAP contract is still in force, may request a voucher to move to a different unit. The PHA must issue a voucher to move unless it has grounds to deny assistance under the program regulations. However, if the PHA determines no subsidy would be paid at the new unit, the PHA may refuse to enter into a HAP contract on behalf of the family.HACFL PolicyIf a zero HAP family requests to move to a new unit, the family may request a voucher to move. However, if no subsidy will be paid at the unit to which the family requests to move, the PHA will not enter into a HAP contract on behalf of the family for the new unit.</p>	<p>Zero HAP Families Who Wish to Move [24 CFR 982.455] None</p>
11-10	<p>11-II.B. CHANGES IN FAMILY AND HOUSEHOLD COMPOSITION The HACFL will conduct interim reexaminations to account for any changes in household composition that occur between annual reexaminations. The HACFL will not accept any additions to the family other than by marriage, adoption, domestic partnerships, birth and/or court awarded/applied custody. The HACFL will accept Child Protective Services and/or other social service agencies' placements pending custody assignment. The HACFL will allow the head of household to add their adult mother, father, sister, brother, grandmother, grandfather, son or daughter under extenuating humanitarian reasons ONLY. Extenuating Humanitarian reasons is defined as a medical circumstance which without approval would cause diminishment or loss of life.</p>	<p>11-II.B. CHANGES IN FAMILY AND HOUSEHOLD COMPOSITION The HACFL will conduct interim reexaminations to account for any changes in household composition that occur between annual reexaminations. The HACFL will not accept any additions to the family other than by marriage, adoption, domestic partnerships, birth and/or court awarded/applied custody. The HACFL will accept Child Protective Services and/or other social service agencies' placements pending custody assignment.</p>
11-15	<p>11-II.D. PROCESSING THE INTERIM REEXAMINATION Method of Reporting The family must notify the HACFL of changes in writing by completing an interim reexamination form in person at the office or submitting the form by fax, email or mail.</p>	<p>11-II.D. PROCESSING THE INTERIM REEXAMINATION Method of Reporting The family must notify the HACFL of changes in writing by completing an interim reexamination form in person at the office.</p>
12-25	<p>EXHIBIT 12-1: STATEMENT OF FAMILY OBLIGATIONS The HACFL will determine if a family has committed serious or repeated violations of the lease based on available evidence, including but not limited to, a court-ordered eviction or an owner's notice to evict, police reports, and affidavits from the owner, neighbors, or other credible parties with direct knowledge.</p>	<p>EXHIBIT 12-1: STATEMENT OF FAMILY OBLIGATIONS The HACFL will determine if a family has committed serious or repeated violations of the lease based on available evidence, including but not limited to, a court-ordered eviction or an owner's notice to evict.</p>

**Attachment I
HACFL Administrative Plan - 2019 Revisions**

14-9	<p>14-II.C. OWNER-CAUSED ERROR OR PROGRAM ABUSE Prohibited Owner Actions Committing sexual or other harassment, either quid pro quo or hostile environment, based on the protected classes defined in Chapter 2 Retaliating against any applicant or participant reporting/alleging sexual or other harassment, either quid pro quo or hostile environment, based on the protected classes defined in Chapter 2</p>	<p>14-II.C. OWNER-CAUSED ERROR OR PROGRAM ABUSE Prohibited Owner Actions None</p>
19-17	<p>19-IV.C. AMENDMENTS TO THE HAP CONTRACT Floating Units [Notice PIH 2012-32, REV-3] The HACFL may float assistance among unoccupied units within the project providing the unit is comparable in size/type to unit being replaced.</p>	<p>19-IV.C. AMENDMENTS TO THE HAP CONTRACT Floating Units [Notice PIH 2012-32, REV-3] The PHA will not float assistance among unoccupied units within the project.</p>
19-18	<p>19-IV.F. VACANCY PAYMENTS [24 CFR 983.352(b)] The HACFL will pay one month vacancy payment to the owner. The owner must provide prompt (10 business days) written notice certifying that the family has vacated the unit, also providing the move out date. The vacancy payment will not exceed the monthly rent to owner under the assisted lease, minus any portion of the rent (this includes amounts available from the tenant's security deposit) received by the owner. If there is a project rent increase during the vacancy payment period the owner will be entitled to the increased amount for the vacant unit.</p>	<p>19-IV.F. VACANCY PAYMENTS [24 CFR 983.352(b)] The HACFL will not pay vacancy payments</p>
19-25	<p>19-V.G. OWNER SELECTION OF TENANTS Filling Vacancies [24 CFR 983.254(a)] The owner must promptly notify the HACFL in writing (mail, fax, or e-mail) within five business days of learning about any vacancy or expected vacancy. The HACFL will make every reasonable effort to refer families to the owner within 10 business days of receiving such notice from the owner.</p>	<p>19-V.G. OWNER SELECTION OF TENANTS Filling Vacancies [24 CFR 983.254(a)] The owner must promptly notify the HACFL in writing (mail, fax, or e-mail) after learning about any vacancy or expected vacancy. The HACFL will make every reasonable effort to refer families to the owner within 10 business days of receiving such notice from the owner.</p>
19-44	<p>19-VIII.B. VACANCY PAYMENTS [24 CFR 983.352] The HACFL will pay one month vacancy payment to the owner. The owner must provide prompt (10 business days) written notice certifying that the family has vacated the unit, also providing the move out date. The vacancy payment will not exceed the monthly rent to owner under the assisted lease, minus any portion of the rent (this includes amounts available from the tenant's security deposit) received by the owner. If there is a project rent increase during the vacancy payment period the owner will be entitled to the increased amount for the vacant unit.</p>	<p>19-VIII.B. VACANCY PAYMENTS [24 CFR 983.352] HACFL will not pay vacancy payments</p>

Chapter 19

PROJECT BASED VOUCHERS (PBV) UNDER THE RENTAL ASSISTANCE DEMONSTRATION (RAD) PROGRAM

INTRODUCTION

This chapter describes HUD regulations and PHA policies related to the Project-Based Voucher (PBV) program under the Rental Assistance Demonstration (RAD) program in eight parts:

Part I: General Requirements. This part describes general provisions of the PBV program, including maximum budget authority requirements, relocation requirements, and equal opportunity requirements.

Part II: PBV Project Selection. This part describes the cap on assistance at projects receiving PBV assistance, ownership and control, and site selection standards.

Part III: Dwelling Units. This part describes requirements related to housing quality standards, the type and frequency of inspections, and housing accessibility for persons with disabilities.

Part IV: Housing Assistance Payments Contract. This part discusses HAP contract requirements and policies including the execution and term of the HAP contract.

Part V: Selection of PBV Program Participants. This part describes the requirements and policies governing how the PHA and the owner will select a family to receive PBV assistance.

Part VI: Occupancy. This part discusses occupancy requirements related to the lease, and describes under what conditions families are allowed or required to move.

Part VII: Determining Contract Rent. This part describes how the initial rent to owner is determined, and how rent will be redetermined throughout the life of the HAP contract.

Part VIII: Payments to Owner. This part describes the types of payments owners may receive under this program.

PART I: GENERAL REQUIREMENTS

19-I.A. OVERVIEW AND HISTORY OF THE RAD PROGRAM

The Rental Assistance Demonstration (RAD) program was authorized in 2012 in order to assess the effectiveness of converting public housing, moderate rehabilitation properties, and units under the rent supplement and rental assistance payments programs to long-term, project-based Section 8 rental assistance. The program's four primary objectives are to:

- Preserve and improve public and other assisted housing.
- Standardize the administration of the plethora of federally subsidized housing programs and rules. The conversions are intended to promote operating efficiency by using a Section 8 project-based assistance model that has proven successful and effective for over 30 years. In other words, RAD aligns eligible properties more closely with other affordable housing programs.
- Attract private market capital for property renovations. Through the use of this model, properties may be able to leverage private debt and equity to make capital repairs.
- Increase tenant mobility opportunities.

Under the first component, a PHA with public housing units may submit an application to HUD to convert some or all of their public housing units to long-term, project-based Section 8 HAP contracts under either:

- Project-based rental assistance (PBRA) under HUD's Office of Multifamily Housing Programs.
- Project-based vouchers (PBVs) under HUD's Office of Public and Indian Housing (PIH).

This chapter will focus on public housing conversions to the PBV program under RAD. In order to distinguish between requirements for public housing conversion under RAD and PBV units under the standard PBV program, we will refer to the standard PBV program and the RAD PBV program.

19-I.B. APPLICABLE REGULATIONS

On the whole, the regulations for both the standard and RAD PBV programs generally follow the regulations for the tenant-based HCV program found at 24 CFR Part 982. However, important parts of the tenant-based regulations do not apply to the project-based program. 24 CFR Part 983 outlines the sections of 24 CFR Part 982 that are not applicable to the project-based program.

For the RAD PBV program, Congress authorized HUD to waive certain statutory and regulatory provisions or establish alternative requirements from the standard PBV program. These provisions are identified in Notice PIH 2012-32, REV-2 (issued June 15, 2015) and Notice PIH 2012-32, REV-3 (issued January 12, 2017).

Otherwise, all regulatory and statutory requirements for the standard PBV program in 24 CFR Part 983 and Section 8(o)(13) of the Housing Act of 1937, and all applicable standing and subsequent Office of Public and Indian Housing (PIH) guidance, including related handbooks, apply to RAD PBV. This includes environmental review, Davis-Bacon, and fair housing requirements.

RAD is authorized by the Consolidated and Further Continuing Appropriations Act of 2012 (Public Law 112-55, approved November 18, 2011), as amended by the Consolidated Appropriations Act of 2014 (Public Law 113-76, approved January 17, 2014), and the Consolidated and Further Continuing Appropriations Act of 2015 (Public Law 113-235, approved December 6, 2014), and Division L, Title II, Section 237 of the Consolidated Appropriations Act (Public Law 114-113, enacted December 18, 2015) collectively, the “RAD Statute.” Requirements specific to the RAD program may be found in the following:

- Generally, public housing projects converting assistance under RAD are bound by the terms of the notice in effect at the time of closing. Notice PIH 2012-32, REV-3 is applicable to projects converting assistance through RAD, including those where a CHAP has already been issued, upon the expiration of the 30-day comment period after publication of the notice. Notice PIH 2012-32, REV-3 was published January 12, 2017.
- Notice PIH 2012-32, REV-2, RAD – Final Implementation, REV-2 is applicable to projects converting assistance through RAD upon the expiration of the 30-day comment period after publication of the Notice. PIH Notice 2012-32, REV-2 was published June 15, 2015.

NOTE: The policies in this chapter follow Notice PIH 2012-32, REV-3. If your project falls under REV-2, applicable policies may be found in the applicable sections of the Instruction Guide for Chapter 19.

- RAD Quick Reference Guide for Public Housing Converting to PBV Assistance (10/14)
- RAD Welcome Guide for New Awardees: RAD 1st Component (3/15)
- Notice PIH 2016-17, Rental Assistance Demonstration (RAD) Notice Regarding Fair Housing and Civil Rights Requirements and Relocation Requirements Applicable to RAD First Component – Public Housing Conversions.
 - This Notice applies to all projects that have applied for RAD conversion but have not yet converted as of November 10, 2016.
- Notice PIH 2014-17, Relocation Requirements under the RAD Program, Public Housing in the First Component.
 - This notice may apply to projects that have converted to RAD prior to November 10, 2016 , AND who have requested and received approval from HUD to be governed by this notice. See PIH Notice 2016-17, Section 1, Paragraph 1.3 for applicability.

NOTE: The policies in this chapter follow Notice PIH 2016-17. If your project falls under PIH 2014-17, applicable policies may be found in Section 19-I.D.

- RAD FAQs (<http://www.radresource.net/search.cfm>)

In other words, the standard PBV program follows many of the same regulations as the tenant-based HCV program, but not all of them, and the RAD PBV program follows many of the same regulations as the standard PBV program, but not all of them.

MTW agencies are able to apply activities impacting the PBV program that are approved in the MTW Plan to properties converting under RAD, provided they do not conflict with RAD requirements.

19-I.C. TENANT-BASED VS. PROJECT-BASED VOUCHER ASSISTANCE [24 CFR 983.2]

Much of the tenant-based voucher program regulations also apply to the PBV program. Consequently, many of the PHA policies related to tenant-based assistance also apply to RAD PBV assistance. The provisions of the tenant-based voucher regulations that do not apply to the PBV program are listed at 24 CFR 983.2.

HACFL Policy

Except as otherwise noted in this chapter, or unless specifically prohibited by PBV program regulations, the PHA policies for the tenant-based voucher program contained in this administrative plan also apply to the RAD PBV program and its participants. This chapter is intended to address requirements specific to the RAD PBV program only.

See Exhibit 19-1 for information on projects to which the PHA has attached PBV assistance.

19-I.D. RELOCATION REQUIREMENTS [Notice PIH 2016-17]

In some developments, in-place residents may need to be relocated as a result of properties undergoing repairs, being demolished and rebuilt, or when assistance is transferred from one site to another. RAD program rules prohibit the permanent, involuntary relocation of residents as a result of conversion. Residents that are temporarily relocated retain the right to return to the project once it has been completed.

Relocation assistance provided to residents will vary depending on the length of time relocation is required. Residents must be properly notified in advance of relocation requirements in accordance with RAD program rules and Uniform Relocation Act (URA) requirements. Sample informing notices are provided in Appendices 2–5 of Notice PIH 2014-17. A written relocation plan is required if the RAD conversion involves permanent relocation (including a move in connection with a transfer of assistance) or temporary relocation anticipated to last longer than a year. While the PHA is not required to have a written relocation plan for temporary relocation lasting one year or less, HUD strongly encourages PHAs to prepare one. Appendix II of Notice PIH 2016-17 contains recommended contents for a relocation plan.

In addition, PHAs must undertake a planning process that complies with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), although not all relocations under RAD will trigger requirements under URA. URA statute and implementing regulations may be found at 49 CFR Part 24. The obligation due to relocating residents under RAD are broader than URA relocation assistance and payments.

Any residents that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to either: a) a unit at the development once rehabilitation or construction is completed, provided the resident's household is not under-housed; or b) a unit in the development which provides the same major features as the resident's unit in the development prior to the implementation of the RAD conversion.

Where the transfer of assistance to a new site is warranted and approved, residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete.

If the PHA's proposed plans for conversion would preclude a resident from returning to the development, the resident must be given an opportunity to comment and/or object to such plans. PHAs must alter the project plans to accommodate the resident's right to return to the development if the resident would be precluded from returning to the development.

Examples of project plans that may preclude a resident from returning to the development include, but are not limited to:

- Changes in the development's bedroom distribution that decrease the size of the units, resulting in the resident being under-housed;
- The resident cannot be accommodated in the remaining assisted units due to a reduction in the number of assisted units at the development;
- Income limit eligibility requirements associated with the LIHTC program or another program; and
- Failure to provide a reasonable accommodation, in violation of applicable law, where reasonable accommodation may include installation of accessibility features that are needed by the resident.

Residents of a development undergoing conversion that would be precluded from returning to the development may voluntarily accept a PHA or owner's offer to permanently relocate to alternative housing, and thereby waive their right to return to the development after rehabilitation or construction is completed. In this event, the PHA must secure the resident's written consent to a voluntary permanent relocation in lieu of returning to the development. PHAs are prohibited from employing any tactics to pressure residents into relinquishing their right to return or accepting other housing options. Additionally, a PHA may not terminate a resident's lease if the PHA fails to obtain the resident's consent and the resident seeks to exercise the right to return.

In the case of multi-phase RAD transactions, the resident has a right to return to the development or to other converted phases of the development that are available for occupancy at the time the resident is eligible to exercise their right of return. Generally, the resident's right to return must be accommodated within the development associated with the resident's original unit, however, the PHA may treat multiple converted developments on the same site as one for purposes of right to return. Should the PHA seek to have the resident exercise the right to return at a future phase, the PHA must secure the resident's consent in writing.

Alternative housing options may involve a variety of housing options, including but not limited to:

- Transfers to public housing
- Admission to other affordable housing properties subject to the applicable program rules
- Housing choice voucher (HCV) assistance
- Homeownership programs subject to the applicable program rules
- Other options identified by the PHA

19-I.E. EQUAL OPPORTUNITY REQUIREMENTS [24 CFR 983.8; Notice PIH 2012-32, REV-3]

RAD conversions are governed by the same civil rights authorities that govern HUD-assisted activities in general. PHAs must comply with all applicable fair housing and civil rights laws, including but not limited to the Fair Housing Act, Title VI of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973, when conducting relocation planning and providing relocation assistance. For example, persons with disabilities returning to the RAD project may not be turned away or placed on a waiting list due to a lack of accessible units. Their need for an accessible unit must be accommodated.

PART II: PBV PROJECT SELECTION

19-II.A. OVERVIEW

Unlike in the standard PBV program where the PHA typically selects the property through an owner proposal selection process, projects selected for assistance under RAD PBV are selected in accordance with the provisions in Notice PIH 2012-32, REV-3. Therefore, 24 CFR 983.51 does not apply since HUD selects RAD properties through a competitive selection process.

19-II.B. OWNERSHIP AND CONTROL [Notice PIH 2012-32, REV-3]

Except where permitted to facilitate the use of low-income housing tax credits, during both the initial term and renewal terms of the HAP contract, ownership must be by a public or non-profit entity. The requirement for a public or non-profit entity is satisfied if a public or non-profit entity (or entities), directly or through a wholly-owned affiliate (1) holds a fee simple interest in the property; (2) is the lessor under a ground lease with the property owner; (3) has the direct or indirect legal authority to direct the financial and legal interest of the property owner with respect to the RAD units, (4) owns 51 percent or more of the general partner interests in a limited partnership or 51 percent or more of the managing member interests in a limited liability company with all powers of a general partner or managing member, as applicable; (5) owns a lesser percentage of the general partner or managing member interests and holds certain control rights as approved by HUD; (6) owns 51 percent or more of all ownership interests in a limited partnership or limited liability company and holds certain control rights as approved by HUD; or (7) other ownership and control arrangements approved by HUD.

If low-income housing tax credits will be used, HUD may allow ownership of the property to be transferred to a tax credit entity controlled by a for-profit entity if HUD determines that the PHA preserves its interest in the property. Preservation of PHA interest in the property includes but is not limited to the following:

- The PHA, or an affiliate under its sole control, is the general partner or managing member;
- The PHA retains fee ownership and leases the real estate to the tax credit entity pursuant to a long-term ground lease;
- The PHA retains control over leasing the property and determining program eligibility;
- The PHA enters into a control agreement by which the PHA retains consent rights over certain acts of the project owner and retains certain rights over the project;
- Other means that HUD finds acceptable

19-II.C. PHA-OWNED UNITS [24 CFR 983.59, FR Notice 1/18/17, and Notice PIH 2017-21]

If the project is PHA-owned, rent-setting and inspection functions set out in 24 CFR 983.59 must be conducted by an independent entity approved by HUD.

The definition of control/ownership provided under Notice PIH 2012-32, REV-3 (listed above) is used specifically to determine whether a PHA retains control over a project for purposes of HUD's requirement for ownership or control of the covered project under RAD. For purposes of determining whether an independent entity will perform certain functions for the project, the definition of *PHA-owned* under Notice PIH 2017-21 is used. This is the same definition used for standard PBV units. In some cases, a project may meet the RAD definition of ownership or control, but may not be considered PHA-owned for purposes of requiring an independent entity.

The independent entity that performs these program services may be the unit of general local government for the PHA jurisdiction (unless the PHA is itself the unit of general local government or an agency of such government), or another HUD-approved public or private independent entity.

The PHA may compensate the independent entity from PHA ongoing administrative fee income (including amounts credited to the administrative fee reserve). The PHA may not use other program receipts to compensate the independent entity for its services. The PHA, and the independent entity, may not charge the family any fee for the services provided by the independent entity.

19-II.D. SUBSIDY LAYERING REQUIREMENTS [Notice PIH 2012-32, REV-3]

In the case of a PHA that is converting all of its ACC units, there is no restriction on the amount of public housing funds that may be contributed to the covered project at closing; the PHA may convey all program funds to the covered projects. In order to cover the cost of administrative activities required to terminate the ACC, once it no longer has units under the ACC and has no plans to develop additional public housing, the PHA may:

- Designate that a reserve associated with the project be available to fund any public housing closeout costs (such as an operating deficit reserve or a specific PHA close-out reserve). Any funds not needed for public housing close-out costs would remain in such reserve or may be transferred to another reserve associated with the project (such as the replacement reserve). Thereafter, these funds may be used at the project pursuant to the authorized use of the applicable reserve; or
- Retain funds under the public housing program for this purpose. However, HUD will recapture any public housing funds that a PHA does not expend for closeout costs.

In the case where the PHA will continue to maintain other units in its inventory under a public housing ACC, a contribution of operating funds to the covered project that exceeds the average amount the project has held in operating reserves over the past three years will trigger a subsidy layering review under 24 CFR 4.13. Similarly, any contribution of capital funds, including Replacement Housing Factor (RHF) or Demolition Disposition Transitional Funding (DDTF), will trigger a subsidy layering review. Notwithstanding the subsidy layering review, PHAs should be mindful of how the capital funds or operating reserves used in the financing of its RAD properties may impact the physical and financial health of properties that will remain in its public housing inventory.

In addition, following execution of the HAP contract, PHAs are authorized to use operating and capital funds to make HAP payments for the remainder of the first calendar year in which the HAP contract is effective. Otherwise, a PHA may not contribute public housing program funds to the covered project unless such funding has been identified in the approved financing plan and included in the approved “sources and uses” attached to the RCC.

19-II.E. PBV PERCENTAGE LIMITATION [Notice PIH 2012-32, REV-3]

Covered projects do not count against the maximum amount of assistance a PHA may utilize for the PBV program, which under the standard PBV program is set at 20 percent of the authorized units allocated to a PHA under the HCV program. To implement this provision, HUD is waiving section 8(o)(13)(B) of the 1937 Act as well as 24 CFR 983.6.

There is no cap on the number of units that may receive PBV assistance in a project.

**19-II.F. SITE SELECTION STANDARDS [Notice PIH 2012-32, REV-3;
Notice PIH 2016-17]**

Site selection requirements set forth in 24 CFR 983.57 apply to RAD PBV, with the exception of 983.57(b)(1) and (c)(2). HUD waives the provisions regarding deconcentration of poverty and expanding housing and economic opportunity for existing housing sites.

HUD will conduct a front-end civil rights review of the PHA's proposed site in certain circumstances. For RAD PBV conversions that involve new construction located in an area of minority concentration (whether on the existing public housing site or on a new site) HUD will determine whether it meets one of the exceptions that would allow for new construction in an area of minority concentration.

The PHA must ensure that its RAD PBV conversion, including any associated new construction, is consistent with its certification to affirmatively further fair housing and complies with civil rights laws.

19-II.G. ENVIRONMENTAL REVIEW [Notice PIH 2012-32, REV-3]

HUD cannot approve an applicant's financing plan submission unless and until the required environmental review has been completed for the applicant's proposed conversion project and found to meet environmental review requirements. Environmental documents must be submitted as part of the financing plan. HUD will not issue a RAD Conversion Commitment (RCC) if the project plan does not meet the environmental review requirements described in Attachment 1A of Notice PIH 2012-32, REV-3.

PART III: DWELLING UNITS

19-III.A. OVERVIEW

This part identifies the special housing quality standards that apply to the RAD PBV program, housing accessibility for persons with disabilities, and special procedures for conducting housing quality standards inspections.

19-III.B. HOUSING QUALITY STANDARDS [24 CFR 983.101]

The housing quality standards (HQS) for the tenant-based program generally apply to the PBV program. HQS requirements for shared housing, manufactured home space rental, and the homeownership option do not apply because these housing types are not assisted under the PBV program.

The physical condition standards at 24 CFR 5.703 do not apply to the PBV program.

Lead-based Paint [24 CFR 983.101(c)]

The lead-based paint requirements for the tenant-based voucher program do not apply to the PBV program. Instead, The Lead-based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at 24 CFR part 35, subparts A, B, H, and R, apply to the PBV program.

19-III.C. HOUSING ACCESSIBILITY FOR PERSONS WITH DISABILITIES

The housing must comply with program accessibility requirements of section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8. The PHA must ensure that the percentage of accessible dwelling units complies with the requirements of section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as implemented by HUD's regulations at 24 CFR 8, subpart C.

Housing first occupied after March 13, 1991, must comply with design and construction requirements of the Fair Housing Amendments Act of 1988 and implementing regulations at 24 CFR 100.205, as applicable. (24 CFR 983.102)

19-III.D. INSPECTING UNITS

Initial Inspection [Notice PIH 2012-32, REV-3]

Under RAD, all units must meet HQS no later than the date of completion of the work as indicated in the RCC.

Turnover Inspections [24 CFR 983.103(c), FR Notice 1/18/17, and Notice PIH 2017-20]

Before providing assistance to a new family in a contract unit, the PHA must inspect the unit. The PHA may not provide assistance on behalf of the family until the unit fully complies with HQS, unless the PHA has adopted a policy to enter into a HAP contract for units that fail the initial HQS inspection as a result of only non-life-threatening conditions or if the unit passed an alternative inspection.

PHA Policy

The PHA will not provide assistance in turnover units until the unit fully complies with HQS.

Annual/Biennial Inspections [24 CFR 983.103(d); FR Notice 6/25/14]

At least once every 24 months during the term of the HAP contract, the PHA must inspect a random sample consisting of at least 20 percent of the contract units in each building, to determine if the contract units and the premises are maintained in accordance with HQS. Turnover inspections are not counted toward meeting this inspection requirement.

HACFL Policy

The HACFL will inspect on an annual basis a random sample consisting of at least 20 percent of the contract units in each building to determine if the contract units and the premises are maintained in accordance with HQS.

If more than 20 percent of the sample of inspected contract units in a building fail the initial inspection, the PHA must reinspect 100 percent of the contract units in the building.

Other Inspections [24 CFR 983.103(e)]

The PHA must inspect contract units whenever needed to determine that the contract units comply with HQS and that the owner is providing maintenance, utilities, and other services in accordance with the HAP contract. The PHA must take into account complaints and any other information coming to its attention in scheduling inspections.

The PHA must conduct follow-up inspections needed to determine if the owner (or, if applicable, the family) has corrected an HQS violation, and must conduct inspections to determine the basis for exercise of contractual and other remedies for owner or family violation of HQS.

In conducting PHA supervisory quality control HQS inspections, the PHA should include a representative sample of both tenant-based and project-based units.

Inspecting PHA-Owned Units [24 CFR 983.103(f)]

In the case of PHA-owned units, the inspections must be performed by an independent agency designated by the PHA and approved by HUD. The independent entity must furnish a copy of each inspection report to the PHA and to the HUD field office where the project is located. The PHA must take all necessary actions in response to inspection reports from the independent agency, including exercise of contractual remedies for violation of the HAP contract by the PHA-owner.

PART IV: HOUSING ASSISTANCE PAYMENTS (HAP) CONTRACT

19-IV.A. OVERVIEW

Public housing projects converting under RAD do not employ the PBV Agreement to Enter into a Housing Assistance Payments (AHAP) contract. Instead, following the execution of all requirements contained in the Commitment to Enter into a HAP (CHAP) contract and the RAD Conversion Commitment (RCC), a project is converted immediately to the RAD PBV HAP contract following the closing of any construction financing. Owners of public housing projects converted to PBV assistance via RAD enter into a HAP contract with the PHA that will administer the PBV assistance. Units assisted under a RAD PBV HAP contract must be subject to long-term, renewable use and affordability restrictions.

19-IV.B. HAP CONTRACT REQUIREMENTS

Contract Information [PBV Quick Reference Guide (10/14)]

The RAD PBV program uses the PBV HAP contract for new construction or rehabilitated housing (Form HUD-52530A), as modified by the RAD rider (Form HUD-52621). The distinction between “existing housing” and “rehabilitated and newly constructed housing” is overridden by RAD requirements. The RAD rider must be attached to the PBV HAP contract and effectuates the conversion of public housing to PBV under RAD PBV. The project must also have an initial RAD use agreement. All public housing RAD conversion properties financed with LIHTC are also required to include an LIHTC rider.

Execution and Effective date of the HAP Contract [*RADblast!* 7/11/16]

RAD PBV projects do not employ an Agreement to Enter into a Housing Assistance Payments (AHAP) contract like in the standard PBV program. Rather, when the conditions of the CHAP and the RCC are met and the conversion has closed, the PHA executes the HAP contract. Project owners may select the effective date of the HAP contract as the first day of either of the two months following the completed closing.

Term of HAP Contract [Notice PIH 2012-32, REV-3]

The initial term of the HAP contract may not be for less than 15 years, and may be for a term of up to 20 years upon request of the owner and with approval of the administering voucher agency. Upon expiration of the initial term of the contract, and upon each renewal term of the contract, the owner must accept each offer to renew the contract, subject to the terms and conditions applicable at the time of each offer, and further subject to the availability of appropriations for each year of each such renewal. To implement this provision, HUD is waiving section 8(o)(13)(F) of The United States Housing Act of 1937, which established a maximum term of 15 years, as well as 24 CFR 983.205(a), which governs the contract term.

Agreement to Enter into a HAP (AHAP) Contract [Notice PIH 2012-32, REV-3]

For public housing conversions to PBV, there will be no agreement to enter into a Housing Assistance Payments (AHAP) contract. Therefore, all regulatory references to the Agreement (AHAP), including regulations under 24 CFR Part 983 Subpart D, are waived. The definitions for proposal selection date, new construction, rehabilitation, and existing housing are not applicable.

Mandatory Contract Renewal [Notice PIH 2012-32, REV-3]

By statute, upon contract expiration, the agency administering the vouchers will offer, and the PHA will accept, renewal of the contract subject to the terms and conditions applicable at the time of renewal and the availability of appropriations each year for such renewal. Consequently 24 CFR 983.205(b), governing the PHA discretion to renew the contract for term of up to 15 years, will not apply.

In the event that the HAP contract is removed due to breach, non-compliance or insufficiency of appropriations, for all units previously covered under the HAP contract, new tenants must have incomes at or below 80 percent of the area median income at the time of admission and rents may not exceed 30 percent of 80 percent of median income for an appropriate size unit for the remainder of the term of the RAD use agreement.

Remedies for HQS Violations [24 CFR 983.208(b)]

The PHA may not make any HAP payment to the owner for a contract unit during any period in which the unit does not comply with HQS. If the PHA determines that a contract does not comply with HQS, the PHA may exercise any of its remedies under the HAP contract, for any or all of the contract units. Available remedies include termination of housing assistance payments, abatement or reduction of housing assistance payments, reduction of contract units, and termination of the HAP contract.

HACFL Policy

The HACFL will abate and terminate PBV HAP contracts for noncompliance with HQS in accordance with the policies used in the tenant-based voucher program. These policies are contained in Section 8-II.G., Enforcing Owner Compliance.

19-IV.C. AMENDMENTS TO THE HAP CONTRACT

Floating Units [Notice PIH 2012-32, REV-3]

In certain mixed-finance projects, the PHA may ask HUD permission to have assistance float among units within the project that are the same bedroom size. The unit to which assistance is floated must be comparable to the unit being replaced in quality and amenities.

If the PHA chooses to float units, units are not specifically identified on the HAP contract, rather the HAP contract must specify the number and type of units in the property that are RAD PBV units, including any excepted units. The property must maintain the same number and type of RAD units from the time of the initial HAP contract execution forward.

HACFL Policy

The HACFL may float assistance among unoccupied units within the project providing the unit is comparable in size/type to unit being replaced.

Reduction in HAP Contract Units [Notice PIH 2012-32, REV-3]

Project owners are required to make available for occupancy by eligible tenants the number of assisted units under the terms of the HAP contract.

The PHA may not reduce the number of assisted units without HUD approval. Any HUD approval of a PHA's request to reduce the number of assisted units under contract is subject to conditions that HUD may impose. MTW agencies may not alter this requirement.

If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, the PHA must reinstate the unit after the family has vacated the property. If the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR 983.207, or where "floating" units have been permitted.

19-IV.D. HAP CONTRACT YEAR AND ANNIVERSARY DATES [24 CFR 983.302(e)]

The HAP contract year is the period of 12 calendar months preceding each annual anniversary of the HAP contract during the HAP contract term. The initial contract year is calculated from the first day of the first calendar month of the HAP contract term.

The annual anniversary of the HAP contract is the first day of the first calendar month after the end of the preceding contract year. There is a single annual anniversary date for all units under a particular HAP contract.

19-IV.E. OWNER RESPONSIBILITIES UNDER THE HAP CONTRACT [24 CFR 983.210]

When the owner executes the HAP contract, he or she certifies that at such execution and at all times during the term of the HAP contract:

- All contract units are in good condition and the owner is maintaining the premises and contract units in accordance with HQS;
- The owner is providing all services, maintenance, equipment, and utilities as agreed to under the HAP contract and the leases;
- Each contract unit for which the owner is receiving HAP is leased to an eligible family referred by the PHA, and the lease is in accordance with the HAP contract and HUD requirements;
- To the best of the owner's knowledge, the family resides in the contract unit for which the owner is receiving HAP, and the unit is the family's only residence;
- The owner (including a principal or other interested party) is not the spouse, parent, child, grandparent, grandchild, sister, or brother of any member of a family residing in a contract unit;
- The amount of the HAP the owner is receiving is correct under the HAP contract;
- The rent for contract units does not exceed rents charged by the owner for comparable unassisted units;
- Except for HAP and tenant rent, the owner has not received and will not receive any other payment or consideration for rental of the contract unit;
- The family does not own or have any interest in the contract unit (this does not apply to the family's membership in a cooperative); and
- Repair work on the project selected as an existing project that is performed after HAP contract execution within such post-execution period as specified by HUD may constitute development activity, and if determined to be development activity, the repair work undertaken shall be in compliance with Davis-Bacon wage requirements.

19-IV.F. VACANCY PAYMENTS [24 CFR 983.352(b)]

At the discretion of the PHA, the HAP contract may provide for vacancy payments to the owner for a PHA-determined period of vacancy extending from the beginning of the first calendar month after the move-out month for a period not exceeding two full months following the move-out month. The amount of the vacancy payment will be determined by the PHA and cannot exceed the monthly rent to owner under the assisted lease, minus any portion of the rental payment received by the owner, including amounts available from the tenant's security deposit.

HACFL Policy

The HACFL will pay one month vacancy payment to the owner. The owner must provide prompt (10 business days) written notice certifying that the family has vacated the unit, also providing the move out date.

The vacancy payment will not exceed the monthly rent to owner under the assisted lease, minus any portion of the rent (this includes amounts available from the tenant's security deposit) received by the owner. If there is a project rent increase during the vacancy payment period the owner will be entitled to the increased amount for the vacant unit.

PART V: SELECTION OF PBV PROGRAM PARTICIPANTS

19-V.A. OVERVIEW

Many of the provisions of the tenant-based voucher regulations [24 CFR 982] also apply to the PBV program. This includes requirements related to determining eligibility and selecting applicants from the waiting list. Even with these similarities, there are requirements that are unique to the PBV program. This part describes the requirements and policies related to eligibility and admission to the PBV program.

19-V.B. PROHIBITED RESCREENING OF EXISTING TENANTS UPON CONVERSION [Notice PIH 2012-32, REV-3]

Current households cannot be excluded from occupancy at the covered project based on any rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for application of any eligibility criteria to conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. Post-conversion, the tenure of all residents of the covered project is protected pursuant to PBV requirements regarding continued occupancy unless explicitly modified by Notice PIH 2012-32, REV-3 (e.g., rent phase-in provisions). For example, a unit with a household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, 24 CFR 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family. Existing residents at the time of conversion may not be rescreened for citizenship status or have their social security numbers reverified.

Further, so as to facilitate the right to return to the assisted property, this provision must apply to current public housing residents of the converting project that will reside in non-RAD PBV units placed in a project that contain RAD PBV units. Such families and such contract units will otherwise be subject to all requirements of the applicable program, specifically 24 CFR 983 for non-RAD PBV.

For the RAD PBV program, *in-place family* means a family who lived in a pre-conversion property at the time assistance was converted from public housing to PBV under RAD.

19-V.C. ELIGIBILITY FOR PBV ASSISTANCE [24 CFR 983.251(a) and (b)]

Applicants for PBV assistance must meet the same eligibility requirements as applicants for the tenant-based voucher program. Applicants must qualify as a family as defined by HUD and the PHA, have income at or below HUD-specified income limits, and qualify on the basis of citizenship or the eligible immigration status of family members [24 CFR 982.201(a) and 24 CFR 983.2(a)]. In addition, an applicant family must provide social security information for family members [24 CFR 5.216 and 5.218] and consent to the PHA's collection and use of family information regarding income, expenses, and family composition [24 CFR 5.230]. The PHA may also not approve a tenancy if the owner (including a principal or other interested party) of the unit is the parent, child, grandparent, grandchild, sister, or brother of any member of the family, unless needed as a reasonable accommodation. An applicant family must also meet HUD requirements related to current or past criminal activity.

HACFL Policy

The HACFL will determine an applicant family's eligibility for the RAD PBV program in accordance with the policies in Chapter 3.

**19-V.D. ORGANIZATION OF THE WAITING LIST [24 CFR 983.251(c);
Notice PIH 2012-32, REV-3]**

The standard PBV regulations at 24 CFR 983.251 set out program requirements related to establishing and maintaining a voucher-wide, PBV program-wide, or site-based waiting list from which residents will be admitted. These provisions will apply unless the project is covered by a remedial order or agreement that specifies the type of waiting list and other waiting list policies.

HACFL Policy.

The HACFL will establish and manage separate waiting lists for individual projects or buildings that are receiving RAD PBV assistance. The HACFL is currently creating a waiting list for the following RAD PBV project:

- **Site formally know as Suncrest Court.**

For any applicants on the public housing waiting list that are likely to be ineligible for admission to a covered project converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the PHA will consider transferring such household, consistent with program requirements for administration of waiting lists, to the PHA's remaining public housing waiting lists or to another voucher waiting list, in addition to transferring such household to the waiting list for the covered project.

To the extent any wait list relies on the date and time of application, the applicants shall have priority on the wait lists to which their application was transferred in accordance with the date and time of their application to the original waiting list.

The PHA will maintain the project-specific waiting list in accordance with all applicable civil rights and fair housing regulations found at 24 CFR 903.7(b)(2)(ii)-(iv). The PHA will provide applicants full information about each development, including an estimate of the wait time, location, occupancy, number and size of accessible units, and amenities like day care, security, transportation, and training programs at each development with a site-based waiting list. The system for selection will be consistent with all applicable civil rights and fair housing laws and regulations and may not be in conflict with any imposed or pending court order, settlement agreement, or complaint brought by HUD.

The PHA will assess any changes in racial, ethnic or disability-related tenant composition at each PHA site that may have occurred during the implementation of the site-based waiting list, based on confirmed and accurate PIC occupancy data. At least every three years, the PHA will use independent testers to assure that the site-based system is not being implemented in a discriminatory manner.

19-V.E. SELECTION FROM THE WAITING LIST [24 CFR 983.251(c)]

After conversion to RAD PBV, applicants who will occupy units with RAD PBV assistance must be selected from the PHA's waiting list. The PHA may establish selection criteria or preferences for occupancy of particular PBV units.

Income Targeting [24 CFR 983.251(c)(6); Notice PIH 2012-32, REV-3]

At least 75 percent of the families admitted to the PHA's tenant-based and project-based voucher programs during the PHA fiscal year from the waiting list must be extremely-low income families. The income targeting requirement applies to the total of admissions to both programs.

Families in place at the time of the conversion are exempt from income targeting requirements. New admissions follow standard PBV requirements.

Units with Accessibility Features [24 CFR 983.251(c)(7)]

When selecting families to occupy PBV units that have special accessibility features for persons with disabilities, the PHA must first refer families who require such features to the owner.

Preferences [24 CFR 983.251(d); FR Notice 11/24/08; Notice PIH 2012-32, REV-3]

The PHA may use the same selection preferences that are used for the tenant-based voucher program, establish selection criteria or preferences for the PBV program as a whole, or for occupancy of particular PBV developments or units.

The PHA may establish a selection preference for families who qualify for voluntary services, including disability-specific services, offered in conjunction with assisted units, provided that preference is consistent with the PHA plan. The PHA may not, however, grant a preference to a person with a specific disability [FR Notice 1/18/17].

In advertising such a project, the owner may advertise the project as offering services for a particular type of disability; however, the project must be open to all otherwise eligible persons with disabilities who may benefit from services provided in the project. In these projects, residents with disabilities may not be required to accept the particular services offered as a condition of occupancy.

HACFL Policy

The HACFL will offer for the RAD PBV program or for particular PBV projects or units, the same selection preferences that are used for the tenant-based voucher program.

19-V.F. OFFER OF PBV ASSISTANCE

Refusal of Offer [24 CFR 983.251(e)(3)]

The PHA is prohibited from taking any of the following actions against a family who has applied for, received, or refused an offer of PBV assistance:

- Refusing to list the applicant on the waiting list for tenant-based voucher assistance
- Denying any admission preference for which the applicant qualifies
- Changing the applicant's place on the waiting list based on preference, date, and time of application, or other factors affecting selection under the PHA's selection policy
- Removing the applicant from the tenant-based voucher waiting list

Disapproval by Landlord [24 CFR 983.251(e)(2)]

If a PBV owner rejects a family for admission to the owner's units, such rejection may not affect the family's position on the tenant-based voucher waiting list.

Acceptance of Offer [24 CFR 983.252]

Family Briefing

When a family accepts an offer for PBV assistance, the PHA must give the family an oral briefing. The briefing must include information on how the program works and the responsibilities of the family and owner. In addition to the oral briefing, the PHA must provide a briefing packet that explains how the PHA determines the total tenant payment for a family, the family obligations under the program, and applicable fair housing information.

Persons with Disabilities

If an applicant family's head or spouse is disabled, the PHA must assure effective communication, in accordance with 24 CFR 8.6, in conducting the oral briefing and in providing the written information packet. This may include making alternative formats available (see Chapter 2). In addition, the PHA must have a mechanism for referring a family that includes a member with a mobility impairment to an appropriate accessible PBV unit.

Persons with Limited English Proficiency

The PHA should take reasonable steps to assure meaningful access by persons with limited English proficiency in accordance with Title VI of the Civil Rights Act of 1964 and Executive Order 13166 (see Chapter 2).

19-V.G. OWNER SELECTION OF TENANTS

The owner is responsible for developing written tenant selection procedures that are consistent with the purpose of improving housing opportunities for very low-income families and reasonably related to program eligibility and an applicant's ability to fulfill their obligations under the lease. An owner must promptly notify in writing any rejected applicant of the grounds for any rejection [24 CFR 983.253(a)(2) and (a)(3)].

Leasing [24 CFR 983.253(a)]

During the term of the HAP contract, the owner must lease contract units to eligible families that are selected and referred by the PHA from the PHA's waiting list. The contract unit leased to the family must be the appropriate size unit for the size of the family, based on the PHA's subsidy standards.

Filling Vacancies [24 CFR 983.254(a)]

The owner must promptly notify the PHA of any vacancy or expected vacancy in a contract unit. After receiving such notice, the PHA must make every reasonable effort to promptly refer a sufficient number of families for the owner to fill such vacancies. The PHA and the owner must make reasonable efforts to minimize the likelihood and length of any vacancy.

HACFL Policy

The owner must promptly notify the HACFL in writing (mail, fax, or e-mail) within five business days of learning about any vacancy or expected vacancy.

The HACFL will make every reasonable effort to refer families to the owner within 10 business days of receiving such notice from the owner.

19-V.H. TENANT SCREENING [24 CFR 983.255]

PHA Responsibility

The PHA is not responsible or liable to the owner or any other person for the family's behavior or suitability for tenancy. However, the PHA may opt to screen applicants for family behavior or suitability for tenancy and may deny applicants based on such screening.

HACFL Policy

The HACFL will not conduct screening to determine a PBV applicant family's suitability for owner tenancy.

The PHA must provide the owner with an applicant family's current and prior address (as shown in PHA records) and the name and address (if known by the PHA) of the family's current landlord and any prior landlords.

In addition, the PHA may offer the owner other information the PHA may have about a family, including information about the tenancy history of family members or about drug trafficking and criminal activity by family members. The PHA must provide applicant families a description of the PHA Policy on providing information to owners, and the PHA must give the same types of information to all owners.

The PHA may not disclose to the owner any confidential information provided in response to a request for documentation of domestic violence, dating violence, sexual assault, or stalking, except at the written request or with the written consent of the individual providing the documentation [24 CFR 5.2007(c)].

HACFL Policy

The HACFL will inform owners of their responsibility to screen prospective tenants, and will provide owners with the required known name and address information, at the time of the turnover HQS inspection or before. The PHA will not provide any additional information to the owner, such as tenancy history, criminal history, etc.

Owner Responsibility

The owner is responsible for screening and selection of the family to occupy the owner's unit. When screening families the owner may consider a family's background with respect to the following factors:

- Payment of rent and utility bills
- Caring for a unit and premises
- Respecting the rights of other residents to the peaceful enjoyment of their housing
- Drug-related criminal activity or other criminal activity that is a threat to the health, safety, or property of others
- Compliance with other essential conditions of tenancy

PART VI: OCCUPANCY

19-VI.A. OVERVIEW

After an applicant has been selected from the waiting list, determined eligible by the PHA, referred to an owner, and determined suitable by the owner, the family will sign the lease and occupancy of the unit will begin.

19-VI.B. LEASE [24 CFR 983.256; Notice PIH 2012-32, REV-3]

The tenant must have legal capacity to enter into a lease under state and local law. *Legal capacity* means that the tenant is bound by the terms of the lease and may enforce the terms of the lease against the owner.

The tenant and the owner must enter into a written lease agreement that is signed by both parties. The tenancy addendum must include, word-for-word, all provisions required by HUD.

Lease Requirements [24 CFR 983.256(c); Notice PIH 2012-32, REV-3]

The lease for a PBV unit must specify all of the following information:

- The names of the owner and the tenant;
- The unit rented (address, apartment number, if any, and any other information needed to identify the leased contract unit);
- The term of the lease (initial term and any provision for renewal);
- The amount of the tenant rent to owner, which is subject to change during the term of the lease in accordance with HUD requirements;
- A specification of the services, maintenance, equipment, and utilities that will be provided by the owner; and
- The amount of any charges for food, furniture, or supportive services.

The PHA must include resident procedural rights for termination notification and grievance procedures in the owner's lease. These requirements are not part of the regular PBV program but are required under RAD. An example of language that may be included can be found in Attachment-1E of Notice PIH 2012-32, REV-2.

Tenancy Addendum [24 CFR 983.256(d)]

The tenancy addendum in the lease must state:

- The program tenancy requirements
- The composition of the household as approved by the PHA (the names of family members and any PHA-approved live-in aide)

All provisions in the HUD-required tenancy addendum must be included in the lease. The terms of the tenancy addendum prevail over other provisions of the lease.

Initial Term and Lease Renewal [24 CFR 983.256(f); PBV Quick Reference Guide (10/14)]

Leases for residents who will remain in place (i.e., who will not be relocated solely as a result of conversion) must have an effective date that coincides with—and must be signed on or before—the effective date of the RAD PBV HAP contract.

The initial lease term must be for at least one year. The lease must provide for automatic renewal after the initial term of the lease in either successive definitive terms (e.g., month-to-month or year-to-year) or an automatic indefinite extension of the lease term. For automatic indefinite extension of the lease term, the lease terminates if any of the following occur:

- The owner terminates the lease for good cause
- The tenant terminates the lease
- The owner and tenant agree to terminate the lease
- The PHA terminates the HAP contract
- The PHA terminates assistance for the family

Changes in the Lease [24 CFR 983.256(e)]

If the tenant and owner agree to any change in the lease, the change must be in writing, and the owner must immediately give the PHA a copy of all changes.

The owner must notify the PHA in advance of any proposed change in the lease regarding the allocation of tenant and owner responsibilities for utilities. Such changes may only be made if approved by the PHA and in accordance with the terms of the lease relating to its amendment. The PHA must redetermine reasonable rent, in accordance with program requirements, based on any change in the allocation of the responsibility for utilities between the owner and the tenant. The redetermined reasonable rent will be used in calculation of the rent to owner from the effective date of the change.

Owner Termination of Tenancy [24 CFR 983.257; Notice PIH 2012-32, REV-3]

With two exceptions, the owner of a PBV unit may terminate tenancy for the same reasons an owner may in the tenant-based voucher program (see Section 12-III.B. and 24 CFR 982.310). In the PBV program, terminating tenancy for “good cause” does not include doing so for a business or economic reason, or a desire to use the unit for personal or family use or other non-residential purpose.

Projects converting from public housing to PBV under RAD have additional procedural rights that do not apply to the standard PBV program. These procedural rights must be included in the owner’s lease as well as the PHA’s administrative plan. In addition to the regulations at 24 CFR 983.257 related to project owner termination of tenancy and eviction (which MTW agencies may not alter) the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which may not be less than:

- A reasonable period of time, but not to exceed 30 days:
 - If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or
 - In the event of any drug-related or violent criminal activity or any felony conviction
- 14 days in the case of nonpayment of rent
- 30 days in any other case, except that if a state or local law provides for a shorter period of time, such shorter period will apply

Unlike in the standard PBV program, residents in converted projects have the right to request an informal hearing for issues that adversely affect the resident’s rights, obligations, welfare, or status with both the PHA and the project owner. See Chapter 16 Part III: Informal Reviews and Hearings for more information.

Tenant Absence from the Unit [24 CFR 983.256(g) and 982.312(a)]

The lease may specify a maximum period of family absence from the unit that may be shorter than the maximum period permitted by PHA Policy. According to program requirements, the family’s assistance must be terminated if they are absent from the unit for more than 180 consecutive days. PHA termination of assistance actions due to family absence from the unit are subject to 24 CFR 982.312, except that the unit is not terminated from the HAP contract if the family is absent for longer than the maximum period permitted.

**Continuation of Housing Assistance Payments [24 CFR 983.258;
Notice PIH 2012-32, REV-3]**

Current residents living in the property prior to conversion are placed on and remain under the HAP contract when TTP equals or exceeds gross rent. In this case, until such time as the family's TTP falls below the gross rent, the family will pay the owner the lesser of their TTP minus the utility allowance or any applicable maximum rent under the LIHTC program. The family will continue to pay this amount until/if circumstances change and HAP is paid on their behalf. In other words, assistance may subsequently be reinstated if the tenant becomes eligible for assistance. In such cases, the resident is still considered a program participant. All of the family obligations and protections under RAD and standard PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP contract.

Following conversion, 24 CFR 983.53(d) applies, and any new families referred to the RAD PBV project must be initially eligible for a HAP payment at admission to the program. Further, for any new families admitted after the conversion, assistance will be terminated 180 days after the last housing assistance payment on their behalf. The cessation of housing assistance payments does not affect the family's other rights under its lease, nor does it preclude the resumption of payments as a result of later changes in income, rents, or other relevant circumstances if such changes occur within the 180 day window. If a family's assistance is terminated as a result of their zero HAP status, the PHA must remove the unit from the HAP contract. If the project is fully assisted, the PHA must reinstate the unit after the family has vacated the property. If the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR 983.207.

HACFL Policy

If a participating family who was admitted after the RAD conversion receive zero assistance and subsequently experiences a change in circumstances that would result in a HAP payment to the owner, the family must notify the HACFL of the change and request an interim reexamination before the expiration of the 180-day period.

Security Deposits [24 CFR 983.259; PBV Quick Reference Guide (10/14)]

Owners are permitted to recognize security deposit amounts that have been previously provided by tenants who are in-place at the time of the RAD conversion. Otherwise the security deposit requirements for standard PBV apply.

The owner may collect a security deposit from the tenant. The PHA may prohibit security deposits in excess of private market practice, or in excess of amounts charged by the owner to unassisted tenants.

HACFL Policy

The HACFL will allow the owner to collect a security deposit amount that is not in excess of private market practice, or in excess of amounts charged by the owner to unassisted tenants.

When the tenant moves out of a contract unit, the owner, subject to state and local law, may use the security deposit, including any interest on the deposit, in accordance with the lease, as reimbursement for any unpaid tenant rent, damages to the unit, or other amounts owed by the tenant under the lease.

The owner must give the tenant a written list of all items charged against the security deposit and the amount of each item. After deducting the amount used to reimburse the owner, the owner must promptly refund the full amount of the balance to the tenant.

If the security deposit does not cover the amount owed by the tenant under the lease, the owner may seek to collect the balance from the tenant. The PHA has no liability or responsibility for payment of any amount owed by the family to the owner.

19-VI.C. PUBLIC HOUSING FSS AND ROSS PARTICIPANTS [Notice PIH 2012-32, REV-3]

Current PH FSS participants will continue to be eligible for FSS once their housing is converted under RAD, and PHAs will be allowed to use any PH FSS funds granted previously or pursuant to the current fiscal year (FY) PH FSS notice of funding availability (NOFA), to serve those FSS participants who live in units converted to RAD and who will as a result be moving to the HCV FSS program. A PHA must convert the PH FSS program participants at the covered project to their HCV FSS program.

Residents who were converted from the PH FSS program to the HCV FSS program through RAD may not be terminated from the HCV FSS program or have HCV assistance withheld due to the participant's failure to comply with the contract of participation. Consequently, 24 CFR 984.303(b)(5)(iii) does not apply to FSS participants in converted properties.

At the completion of the FSS grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. If the PHA continues to run an FSS program that serves PH and/or HCV participants, the PHA will continue to be eligible (subject to NOFA requirements) to apply for FSS funding and may use that funding to serve PH, HCV, and PBRA participants in its FSS program.

Current Resident Opportunities and Self-Sufficiency–Service Coordinators (ROSS–SC) program grantees will be able to finish out their current ROSS–SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future public housing ROSS–SC grants.

At the completion of the ROSS-SC grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. Please note that ROSS-SC grantees may be a non-profit or local resident association and this consequence of a RAD conversion may impact those entities.

19-VI.D. RESIDENT PARTICIPATION AND FUNDING [Notice PIH 2012-32, REV-3]

Residents of covered projects converting assistance to PBVs will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding.

19-VI.E. MOVES

Overcrowded, Under-Occupied, and Accessible Units [24 CFR 983.260; Notice PIH 2012-32, REV-3]

All in-place tenants at the time of conversion are eligible to remain in the project. Over-housed families should be moved into appropriately sized units if such units are available in the new or rehabbed project. If appropriately sized units are not available, the existing tenants may continue to be over-housed until an appropriately sized unit becomes available or until the tenant leaves the project. Once the unit turns over, it must be leased to an appropriately sized family.

Following conversion, the standard PBV regulations apply. If the PHA determines that a family is occupying a wrong-size unit, based on the PHA's subsidy standards, or a unit with accessibility features that the family does not require, and the unit is needed by a family that does require the features, the PHA must promptly notify the family and the owner of this determination, and the PHA must offer the family the opportunity to receive continued housing assistance in another unit.

HACFL Policy

The HACFL will notify the family and the owner of the family's need to move based on the occupancy of a wrong-size or accessible unit within 10 business days of the PHA's determination. The HACFL will offer the family the following types of continued assistance in the following order, based on the availability of assistance:

- PBV assistance in the same building or project
- PBV assistance in another project
- Tenant-based voucher assistance

If the HACFL offers the family a tenant-based voucher, the HACFL must terminate the housing assistance payments for the wrong-size or accessible unit at the earlier of the expiration of the term of the family's voucher, including any extension granted by the HACFL, or the date upon which the family vacates the unit. If the family does not move out of the wrong-size unit or accessible unit by the expiration of the term of the family's voucher, the HACFL must remove the unit from the HAP contract.

If the PHA offers the family another form of assistance that is not a tenant-based voucher, and the family does not accept the offer, does not move out of the PBV unit within a reasonable time as determined by the PHA, or both, the PHA must terminate the housing assistance payments for the unit at the expiration of a reasonable period as determined by the PHA and remove the unit from the HAP contract.

HACFL Policy

When the HACFL offers a family another form of assistance that is not a tenant-based voucher, the family will be given 30 days from the date of the offer to accept the offer and move out of the PBV unit. If the family does not move out within this 30-day time frame, the HACFL will terminate the housing assistance payments at the expiration of this 30-day period.

The HACFL may make exceptions to this 30-day period if needed for reasons beyond the family's control such as death, serious illness, or other medical emergency of a family member.

Family Right to Move [24 CFR 983.261]

The family may terminate the lease at any time after the first year of occupancy. The family must give advance written notice to the owner in accordance with the lease and provide a copy of such notice to the PHA.

Choice Mobility [Notice PIH 2012-32, REV-3]

If the family wishes to move with continued tenant-based assistance, the family must contact the PHA to request the rental assistance prior to providing notice to terminate the lease. If the family terminates the lease in accordance with lease requirements, the PHA is required to offer the family the opportunity for continued tenant-based assistance, in the form of a voucher or other comparable tenant-based rental assistance. If a voucher or other comparable tenant-based assistance is not immediately available, the PHA must give the family priority to receive the next available opportunity for continued tenant-based assistance.

If the family terminates the assisted lease before the end of the first year, the family relinquishes the opportunity for continued tenant-based assistance.

HACFL Policy:

Prior to providing notice to the owner to terminate the lease, the family may submit a written request to the HACFL for a choice mobility voucher at any time after completing the 12-month occupancy requirement.

The family will remain eligible to request a choice mobility voucher as long as they continue living at the same covered project. If a family moves from one covered project to another covered project prior to completing their 12-month occupancy requirement, their 12-month clock will reset. The family must wait 12 months from the date of move at the new property before they may request another choice mobility voucher. If a family

transfers to a different unit within the same covered project, the 12-month clock does not reset.

The HACFL will maintain a combined, agency-wide waiting list for all standard PBV and RAD PBV families wishing to exercise mobility after one year of tenancy. This list will be maintained separately from the tenant-based HCV list. Families on the choice mobility waiting list will be given priority over families on the tenant-based waiting list. The choice mobility waiting list will be organized by date and time of the family's written request to exercise choice mobility. The list will also identify whether families live in standard or RAD PBV units.

Turnover Cap

If as a result of RAD, the total number of PBV units (including RAD PBV units) administered by the PHA exceeds 20 percent of the PHA's authorized units under its HCV ACC with HUD, the PHA may establish a turnover cap. The PHA is not required to provide more than three-quarters of its turnover vouchers in any single year to the residents of covered projects. If the PHA chooses to establish a turnover cap and the cap is implemented, the PHA must create and maintain a waiting list in the order requests from eligible households were received.

HACFL Policy

As a result of RAD, the total number of PBV units (including RAD PBV units) administered by the HACFL exceeds 20 percent of the HACFL's authorized units under its HCV ACC with HUD. Therefore, the PHA will establish a choice mobility cap. The HACFL will not provide more than three-quarters of its turnover vouchers in a single year to residents of covered projects.

Families who requested a choice mobility voucher and are denied due to the cap will be given priority the following year when choice mobility vouchers are again issued since the choice mobility list will be organized by the date and time of the family's request.

Emergency Transfers under VAWA [Notice PIH 2017-08]

Except where special consideration is needed for the project-based voucher program, the PHA will follow VAWA policies as outlined in Chapter 16 Part IX of this administrative plan, including using the Emergency Transfer Plan as the basis for PBV transfers under VAWA (Exhibit 16-4).

HUD requires that the PHA include policies that address when a victim has been living in a unit for less than a year or when a victim seeks to move sooner than a tenant-based voucher is available.

HACFL Policy

When the victim of domestic violence, dating violence, sexual assault, or stalking has lived in the unit for less than one year, the PHA will provide several options for continued assistance.

The PHA will first try to transfer the participant to another PBV unit in the same development or transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible.

If no units are available for an internal transfer or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to either tenant-based rental assistance (HCV) or assistance in the PHA's public housing program. Such a decision will be made by the PHA based on the availability of tenant-based vouchers and/or vacancies in public housing units. Such families must be selected from the waiting list for the applicable program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, and stalking in both its HCV and public housing programs in order to expedite this process. See Section 4-III.C. of this administrative plan.

If a victim wishes to move after a year of occupancy in the unit, but no tenant-based vouchers are available, the PHA will offer the participant an internal transfer to another PBV unit in the same development or a transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible.

If no units are available for an internal transfer, or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to the PHA's public housing program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, and stalking as part of the public housing ACOP in order to expedite this process.

19-VI.F. REEXAMINATIONS [PBV Quick Reference Guide (10/14)]

A family living in a unit converted from public housing to RAD PBV may retain its certification date. Unless a family's annual reexamination is due at the same time as the effective date of the RAD PBV HAP contract, the PHA does not need to recertify tenants at the point of conversion. For each family residing in a unit undergoing conversion of assistance under RAD, the administering PHA will have to submit a form HUD-50058 reflecting the family's admission to the voucher program. The effective date of the new admission will be the same as the effective date of the RAD PBV HAP contract. The form should include the same information previously found on the public housing form 50058, including the next annual reexamination date.

19-VI.G. EARNED INCOME DISALLOWANCE [Notice PIH 2012-32, REV-3]

Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR 5.617. Upon the expiration of the EID for such families, the rent adjustment will not be subject to rent phase-in; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the HCV program, the EID exclusion is limited to only persons with disabilities [24 CFR 5.617(b)]. In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in section 5.617(b) limiting EID to only persons with disabilities is waived. The waiver and resulting alternative requirement only applies to tenants receiving the EID at the time of conversion. No other tenant, such as tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion (e.g., due to loss of employment), tenants that move into the property following conversion, etc., is covered by this waiver.

19-VI.H. RESIDENTS' PROCEDURAL RIGHTS [Notice PIH 2012-32, REV-3]

HUD is incorporating additional termination notification requirements for public housing projects that convert assistance under RAD to PBV beyond those for the standard PBV program. In addition to the regulations at 24 CFR 983.257 related to owner termination of tenancy and eviction (which MTW agencies may not alter) the termination procedure for RAD conversions to PBV require that PHAs provide adequate written notice of termination of the lease, which is no less than:

- A reasonable period of time, but not to exceed 30 days:
 - If the health or safety of other tenants, project owner employees, or persons residing in the immediate vicinity of the premises is threatened; or
 - In the event of any drug-related or violent criminal activity or any felony conviction.
- Not less than 14 days in the case of nonpayment of rent
- Not less than 30 days in any other case, except that if a state or local law provides for a shorter period of time, such shorter period will apply

19-VI.I. INFORMAL REVIEWS AND HEARINGS [Notice PIH 2012-32, REV-3]

Unlike in the standard PBV program, residents in converted projects have the right to request an informal hearing for issues that adversely affect the resident's rights, obligations, welfare, or status with both the PHA and the project owner.

In addition to reasons for an informal hearing listed at 24 CFR 982.555(a)(1)(i)–(vi) (See 16-III.C. Informal Hearings for Participants), an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to an owner action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.

- For any hearing required under 24 CFR 982.555(a)(1)(i)–(vi), the contract administrator will perform the hearing, as is the current standard in the program.
- For any additional hearings required under RAD, the PHA (as owner) will perform the hearing.

An informal hearing will not be required for class grievances or for disputes between residents not involving the PHA (as owner) or contract administrator. This hearing requirement does not apply to and is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the PHA (as owner) or contract administrator.

The PHA (as owner) must give residents notice of their ability to request an informal hearing as outlined in 24 CFR 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR 982.555(a)(1)(i)–(vi). (See Chapter 16)

The PHA (as owner) must provide an opportunity for an informal hearing before an eviction.

PART VII: DETERMINING CONTRACT RENT

19-VII.A. INITIAL CONTRACT RENTS [Notice PIH 2012-32, REV-3]

RAD conversions are intended to be cost-neutral, and therefore, should not exceed current public housing funding as adjusted for unit size. Since public housing units do not currently have contract rents, HUD provides an estimate of current contract rents for each PHA's public housing units based on current funding as adjusted by bedroom size. Current funding includes operating subsidy, tenant rents, capital funds, replacement housing factor funds (RHF), and demolition disposition transitional funding (DDTF). The funding may limit the amount of initial rent for a property. A detailed explanation of the determination of current funding may be found in Attachment 1C of Notice PIH 2012-32, REV-2. Once the current funding amount is calculated, the amount is adjusted by bedroom size to determine the current funding rent. HUD uses the same bedroom adjustment factors as in the metropolitan FMR schedules where the project is located.

PHAs may adjust subsidy (and contract rents) across multiple projects as long as the PHA does not exceed the aggregate subsidy for all of the projects the PHA has submitted for conversion under RAD. This use, which HUD refers to as "bundled" rents, is permissible when a PHA submits applications for two or more projects. There is no limit to the number of projects that a PHA may bundle.

Notwithstanding the current funding level, the initial rents are set at the lower of:

- 110 percent of the fair market rent (FMR) or the PHA's exception payment standard approved by HUD, or the alternate rent cap in a PHA's MTW agreement
- Reasonable rent in comparison to the unassisted housing market
- An amount determined by current funding
 - Adjusted through rent bundling or reconfiguration of units

**19-VII.B. ADJUSTING CONTRACT RENTS [Notice PIH 2012-32, REV-3;
PBV Quick Reference Guide (10/14)]**

Contract rents will be adjusted annually by HUD's operating cost adjustment factor (OCAF) at each anniversary of the HAP contract, subject to the availability of appropriations for each year of the contract term. As such, section 8(o)(13)(I) of the 1937 Act, and 24 CFR 983.301 and 983.302, concerning rent determinations, do not apply when adjusting rents. The rent to owner may at no time exceed the reasonable rent charged for comparable unassisted units in the private market, as determined by the contract administrator in accordance with 24 CFR 983.303.

Contract rents may not exceed the reasonable rent, with the exception that the contract rent for each unit may not be reduced below the initial contract rent under the initial HAP contract.

However, the rent to owner may fall below the initial contract rent in the following situations:

- To correct errors in calculations in accordance with HUD requirements
- If additional housing assistance has been combined with PBV assistance after the execution of the initial HAP contract and a rent decrease is required pursuant to 983.55 (prohibition of excess public assistance)
- If a decrease in rent to owner is required based on changes in the allocation of responsibility for utilities between the owner and the tenant

The contract rent adjustment will be the lesser of:

- The current contract rent increased by the operating cost adjustment factor (OCAF), which is published annually in the *Federal Register*; or
- The reasonable rent

The administering PHA (or independent entity, if the project is PHA-owned) is responsible for processing rent adjustments, at each contract anniversary date, in accordance with the prevailing OCAF.

At least 120 days before the contract anniversary date, HUD recommends that the owner submit the OCAF rent adjustment worksheet (Form HUD-9625) to the PHA administering the PBV assistance (or the independent entity). The PHA will validate the data on the form and determine whether the rent exceeds the reasonable rent charged for comparable unassisted units in the private market, in accordance with 24 CFR 983.303. If rents would be unreasonable following application of the requested OCAF, then the rent can only be increased up to the reasonable rent. The approved rent adjustment will go into effect and the new rents to owner will take effect on the date of the contract anniversary.

Rent Decrease

Rents must not be reduced below the initial rent except to correct errors, for additional subsidy to the property, or to realign utility responsibilities.

**19-VII.C. UTILITY ALLOWANCES [Notice PIH 2012-32, REV-3;
PBV Quick Reference Guide (10/14); Notice PIH 2018-11]**

When contract rent amounts are set initially, the amount does not include a utility allowance. In general, the utility allowances that are used on the initial HAP contract at closing are the public housing utility allowances that are in effect prior to conversion. The CHAP must be updated prior to conversion to reflect current public housing utility allowances. At its discretion, a PHA may use the FMRs and utility allowances in effect during the 30-day period immediately before the beginning date of the HAP contract. A PHA may request a waiver from HUD in order to establish a site-specific utility allowance schedule.

After conversion, the PHA may maintain a utility allowance schedule for tenant-paid utilities in accordance with standard PBV and HCV utility allowance regulations at 24 CFR 983.301(f)(2)(ii) and 24 CFR 982.517 respectively. The PHA may instead, however, apply site specific utility allowances in accordance with Notice PIH 2018-11.

PHA Policy

The PHA will use the HCV utility allowance schedule for the RAD developments.

19-VII.D. REASONABLE RENT [24 CFR 983.303]

At the time the initial rent is established and all times during the term of the HAP contract, the rent to owner for a contract unit may not exceed the reasonable rent for the unit as determined by the PHA, except rents must not be reduced below the initial rent except to correct errors, for additional subsidy to the property, or to realign utility responsibilities.

How to Determine Reasonable Rent

The reasonable rent of a unit receiving PBV assistance must be determined by comparison to rent for other comparable unassisted units. When making this determination, the PHA must consider factors that affect market rent. Such factors include the location, quality, size, type and age of the unit, as well as the amenities, housing services maintenance, and utilities to be provided by the owner.

Comparability Analysis

For each unit, the comparability analysis must use at least three comparable units in the private unassisted market. This may include units in the premises or project that is receiving project-based assistance. The analysis must show how the reasonable rent was determined, including major differences between the contract units and comparable unassisted units, and must be retained by the PHA. The comparability analysis may be performed by PHA staff or by another qualified person or entity. Those who conduct these analyses or are involved in determining the housing assistance payment based on the analyses may not have any direct or indirect interest in the property.

PHA-Owned Units

For PHA-owned units, the amount of the reasonable rent must be determined by an independent agency approved by HUD in accordance with PBV program requirements. The independent entity must provide a copy of the determination of reasonable rent for PHA-owned units to the PHA and to the HUD field office where the project is located.

PART VIII: PAYMENTS TO OWNER

19-VIII.A. HOUSING ASSISTANCE PAYMENTS

During the term of the HAP contract, the PHA must make housing assistance payments to the owner in accordance with the terms of the HAP contract. During the term of the HAP contract, payments must be made for each month that a contract unit complies with HQS and is leased to and occupied by an eligible family. The housing assistance payment must be paid to the owner on or about the first day of the month for which payment is due, unless the owner and the PHA agree on a later date.

Except for discretionary vacancy payments, the PHA may not make any housing assistance payment to the owner for any month after the month when the family moves out of the unit (even if household goods or property are left in the unit).

The amount of the housing assistance payment by the PHA is the rent to owner minus the tenant rent (total tenant payment minus the utility allowance).

In order to receive housing assistance payments, the owner must comply with all provisions of the HAP contract. Unless the owner complies with all provisions of the HAP contract, the owner does not have a right to receive housing assistance payments.

19-VIII.B. VACANCY PAYMENTS [24 CFR 983.352]

If an assisted family moves out of the unit, the owner may keep the housing assistance payment for the calendar month when the family moves out. However, the owner may not keep the payment if the PHA determines that the vacancy is the owner's fault.

HACFL Policy

If the HACFL determines that the owner is responsible for a vacancy and as a result is not entitled to keep the housing assistance payment, the HACFL will notify the landlord of the amount of housing assistance payment that the owner must repay. The HACFL will require the owner to repay the amount owed in accordance with the policies in Section 16-IV.B.

At the discretion of the PHA, the HAP contract may provide for vacancy payments to the owner. The PHA may only make vacancy payments if:

- The owner gives the PHA prompt, written notice certifying that the family has vacated the unit and identifies the date when the family moved out (to the best of the owner's knowledge);
- The owner certifies that the vacancy is not the fault of the owner and that the unit was vacant during the period for which payment is claimed;
- The owner certifies that it has taken every reasonable action to minimize the likelihood and length of vacancy; and
- The owner provides any additional information required and requested by the PHA to verify that the owner is entitled to the vacancy payment.

The owner must submit a request for vacancy payments in the form and manner required by the PHA and must provide any information or substantiation required by the PHA to determine the amount of any vacancy payment.

HACFL Policy

The HACFL will pay one month vacancy payment to the owner. The owner must provide prompt (10 business days) written notice certifying that the family has vacated the unit, also providing the move out date.

The vacancy payment will not exceed the monthly rent to owner under the assisted lease, minus any portion of the rent (this includes amounts available from the tenant's security deposit) received by the owner. If there is a project rent increase during the vacancy payment period the owner will be entitled to the increased amount for the vacant unit.

19-VIII.C. TENANT RENT TO OWNER [24 CFR 983.353]

The tenant rent is the portion of the rent to owner paid by the family. The amount of tenant rent is determined by the PHA in accordance with HUD requirements. Any changes in the amount of tenant rent will be effective on the date stated in the PHA notice to the family and owner.

The family is responsible for paying the tenant rent (total tenant payment minus the utility allowance). The amount of the tenant rent determined by the PHA is the maximum amount the owner may charge the family for rental of a contract unit. The tenant rent covers all housing services, maintenance, equipment, and utilities to be provided by the owner. The owner may not demand or accept any rent payment from the tenant in excess of the tenant rent as determined by the PHA. The owner must immediately return any excess payment to the tenant.

Tenant and PHA Responsibilities

The family is not responsible for the portion of rent to owner that is covered by the housing assistance payment and the owner may not terminate the tenancy of an assisted family for nonpayment by the PHA.

Likewise, the PHA is responsible only for making the housing assistance payment to the owner in accordance with the HAP contract. The PHA is not responsible for paying tenant rent, or any other claim by the owner, including damage to the unit. The PHA may not use housing assistance payments or other program funds (including administrative fee reserves) to pay any part of the tenant rent or other claim by the owner.

Utility Reimbursements

If the amount of the utility allowance exceeds the total tenant payment, the PHA must pay the amount of such excess to the tenant as a reimbursement for tenant-paid utilities, and the tenant rent to the owner must be zero.

The PHA may pay the utility reimbursement directly to the family or to the utility supplier on behalf of the family. If the PHA chooses to pay the utility supplier directly, the PHA must notify the family of the amount paid to the utility supplier.

HACFL Policy

The HACFL will make utility reimbursements directly to the family.

19-VIIL.D. PHASE-IN OF TENANT RENT INCREASES [Notice PIH 2012-32, REV-3]

For in-place tenants, if a tenant's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over three years. To implement this provision, HUD is waiving section 3(a)(1) of the 1937 Act, as well as 24 CFR 983.3 (definition of *total tenant payment (TTP)*) only to the extent necessary to allow for the phase-in of tenant rent increases. For families who were on EID at the time of conversion to RAD PBV, upon the expiration of the EID, the rent adjustment is not subject to rent phase-in.

HACFL Policy

The HACFL will implement a three-year phase-in for in-place families whose rent increases by more than the greater of 10 percent or \$25 as a result of the conversion as follows:

Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion: 33 percent of the difference between the most recently paid TTP and the calculated PBV TTP

Year 2: Year 2 annual recertification (AR) and any interim recertification (IR): 50 percent of the difference between the most recently paid TTP and the calculated PBV TTP

Year 3: Year 3 AR and all subsequent recertifications: Full calculated TTP

Once the standard TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward.

18.VIIL.E. OTHER FEES AND CHARGES [24 CFR 983.354]

Meals and Supportive Services

With the exception of PBV assistance in assisted living developments, the owner may not require the tenant to pay charges for meals or supportive services. Non-payment of such charges is not grounds for termination of tenancy.

In assisted living developments receiving PBV assistance, the owner may charge for meals or supportive services. These charges may not be included in the rent to owner, nor may the value of meals and supportive services be included in the calculation of the reasonable rent. However, non-payment of such charges is grounds for termination of the lease by the owner in an assisted living development.

Other Charges by Owner

The owner may not charge extra amounts for items customarily included in rent in the locality or provided at no additional cost to unsubsidized tenants in the premises.

EXHIBIT 19-1: PBV DEVELOPMENT INFORMATION

(Fill out one for each development)

Date: [Enter the date on which this form was completed]

DEVELOPMENT INFORMATION

Development Name: [Insert name of PBV development]

Address: [Insert full address of PBV development]

Owner Information: [Insert PBV development owner name and contact information. If development is PHA-owned, enter "PHA-owned."]

Property Management Company: [Insert property management company name and contact information, or enter "None"]

PHA-Owned: [Enter "Yes" or "No." If yes, enter name of independent entity.]

Mixed-Finance Development: [Enter "Yes" or "No." If yes, list other types of funding and units to which other funding applies.]

HAP CONTRACT

Closing Date: [Enter closing date of RAD conversion]

List Which Version of Notice PIH 2012-32 Applies to the Project: [Enter "REV-2" or "REV-3"]

Effective Date of Contract: [Enter start date of HAP contract]

HOTMA Requirements: [If HAP contract was signed prior to April 18, 2017, enter "Pre-HOTMA." If HAP contract was signed on or after April 18, 2017, enter "Post-HOTMA."]

Term of HAP Contract: [Enter term from HAP contract]

Expiration Date of Contract: [Enter expiration date from HAP contract]

PBV UNITS

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	Total
# of Units							
Initial Contract Rent	\$	\$	\$	\$	\$	\$	

Unit Designation (Mixed-Income Projects Only): [Enter "Fixed" or "Floating"]

Accessible Units and Features: [Identify which units are accessible and describe accessibility features or enter "None"]

Target Population: [Describe targeted population in accordance with HAP contract or enter “None”]

Excepted Units (Notice PIH 2012-32, REV-2 Developments Only): [Identify excepted unit types below or enter “None”]

Supportive Services: [Enter “Yes, see Exhibit D of HAP contract” or enter “No”]

Elderly Units: [Enter “Yes” or “No.” If yes, identify which units are elderly units.]

Disabled Units [Enter “Yes” or “No.” If yes, identify which units are for persons with disabilities.]

WAITING LIST AND SELECTION

Waiting List Type: [Enter “Site-based waiting list,” “Combined with HCV,” “Waiting list for entire PBV program,” or “Merged with another assisted housing program”]

Preferences: [Enter “Same as HCV; see Chapter 4” or describe preferences offered. If different from HCV, note in Section 18.1.C. of this policy.]

Preference Verification: [Enter “Same as HCV; see Chapter 4” or describe for each preference listed above. If different from HCV, note in Section 18.1.C. of this policy.]

For the PBV program, is the income limit the same as the HCV program? (Note: In mixed-finance developments, other income limits may also apply.) [Enter “Same as HCV; see Chapter 3” or clearly describe]

OCCUPANCY

Subsidy Standards: [Enter “Same as HCV; see Chapter 5” or describe. If different from HCV, note in Section 18.1.C. of this policy.]

Utilities: [Enter in accordance with HAP contract Exhibit C]

Vacancy Payments: [Enter in accordance with HAP contract Part 1, e, 2 and Section 18-IV.F. within this chapter]

**Certification of Compliance with
PHA Plans and Related Regulations
(Small PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plans and Related Regulations
including Civil Rights and PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year (2020-2024) and X Annual PHA Plan for the PHA fiscal year beginning 01/2020, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last Annual PHA Plan (check all policies, programs, and components that have been changed):
 - 903.7a Housing Needs
 - 903.7b Deconcentration and Other Policies Governing Eligibility, Selection, Occupancy, and Admissions Policies
 - 903.7c Financial Resources
 - 903.7d Rent Determination Policies
 - 903.7h Demolition and Disposition
 - 903.7k Homeownership Programs
 - 903.7r Additional Information
 - A. Progress in meeting 5-year mission and goals
 - B. Criteria for substantial deviation and significant amendments
 - C. Other information requested by HUD
 - 1. Resident Advisory Board consultation process
 - 2. Membership of Resident Advisory Board
 - 3. Resident membership on PHA governing board

The PHA provides assurance as part of this certification that:

- (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
 6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
 7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
 8. For a PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting lists would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
 17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
 19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 21. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the City of Fort Lauderdale
PHA Name

FL010
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2020 - 2024

Annual PHA Plan for Fiscal Year 2020

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
Dan Liudblade	Board Chair
Signature	Date

**Certification by State or Local
 Official of PHA Plans Consistency
 with the Consolidated Plan or
 State Consolidated Plan
 (All PHAs)**

U. S Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 2/29/2016

**Certification by State or Local Official of PHA Plans
 Consistency with the Consolidated Plan or State Consolidated Plan**

I, Chris Lagerbloom

the City Manager

Official's Name

Official's Title

certify that the 5-Year PHA Plan for years 2020-2024 and 2020 Annual PHA Plan of the
 Housing Authority of the City of Fort Lauderdale

PHA Name

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

City of Fort Lauderdale

Local Jurisdiction Name

pursuant to 24 CFR Part 91.

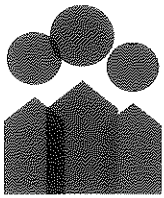
Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State
 Consolidated Plan and the AI.

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)

The City's Consolidated Plan is a comprehensive strategy used to address housing, economic and community development needs throughout the City. The Housing Authority (PHA) plans to create additional affordable housing using Section 8 vouchers, Low-Income Housing Tax Credits, Bonds, etc. Additionally, as part of the PHA's plan, they will convert the remaining housing units, improving the quality of their housing. Providing affordable housing (home ownership or rental) for very-low, low and moderate income individuals/families is a major component of the City's Consolidated Plan. Additionally, by improving the quality of their housing units, it enhances the area.

The PHA Plan is consistent with the City of Fort Lauderdale 2015-2019 HUD Consolidated Plan.

Name of Authorized Official	Title
Chris Lagerbloom	City Manager
Signature	Date



NOTICE OF PUBLIC FORUM

The Public Forum of The Housing Authority of the City of Fort Lauderdale will be held at 6:00 PM, Thursday, October 10, 2019, at the Sunnyreach Acres Community Room, 100 SW 18 Avenue, Fort Lauderdale, Florida.

The Public Forum is open to all residents of The Housing Authority of the City of Fort Lauderdale and the general public. This forum gives the opportunity to issue comments and/or recommendations on the Agency's Annual Plan for fiscal year 2020, Five-Year Plan for 2020-2024 and the Capital Fund Program Five-Year Action Plan.

The Plans and attachments are available for review at the above address, beginning on August 26, 2019 and ending October 10, 2019. The plan will be posted for 45 days.

Copies of the Agency Plan will also be available for review at the following locations:

- Robert P. Kelley Building located at 500 W Sunrise Blvd. Ft. Lauderdale, Florida.
- HACFL website at www.hacfl.com.

NOTE: Persons with disabilities needing a reasonable accommodation to effectively participate in the Public Forum should contact the Housing Authority at (954) 525-6444, ext. 2105 or via email at hacfl-info@hacfl.com at least 5 days prior to the meeting.



2023 Annual Action Plan

DRAFT

City of Hollywood
2600 Hollywood Boulevard
Hollywood, FL 33020-4807

Table of Contents

Executive Summary	3
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)	3
PR-05 Lead & Responsible Agencies – 91.200(b)	8
AP-10 Consultation – 91.100, 91.200(b), 91.215(l)	9
AP-12 Participation – 91.105, 91.200(c)	18
Expected Resources	21
AP-15 Expected Resources – 91.220(c)(1,2)	21
Annual Goals and Objectives	24
AP-20 Annual Goals and Objectives	24
Projects	27
AP-35 Projects – 91.220(d)	27
AP-38 Project Summary	29
AP-50 Geographic Distribution – 91.220(f)	33
Affordable Housing	35
AP-55 Affordable Housing – 91.220(g)	35
AP-60 Public Housing – 91.220(h)	36
AP-65 Homeless and Other Special Needs Activities – 91.220(i)	38
AP-75 Barriers to affordable housing – 91.220(j)	42
AP-85 Other Actions – 91.220(k)	43
Program Specific Requirements	46
AP-90 Program Specific Requirements – 91.220(l)(1,2,4)	46

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Hollywood is an entitlement community as designated by the U.S. Department of Housing and Urban Development (HUD) and granted Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Program funds annually to help fund local community development and housing programs that primarily benefit low- to moderate-income (LMI) households and special need groups in the City. CDBG funds may be used for public facilities and infrastructure improvement projects, public services, economic development opportunities, and affordable housing programs such as housing rehabilitation. HOME funds are used to fund affordable housing development and preservation of homeowner or renter housing.

As a requirement to receiving HUD federal CDBG funding, the City is required to prepare a Consolidated Plan every five years and an Annual Action Plan (AAP) each year describing the activities and goals that it plans to pursue and undertake with CDBG funds. The Consolidated Plan is designed to help entitlement grantees such as the City of Hollywood to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The Consolidated Plan is carried out through subsequent AAPs, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.

The City is also required to provide citizens an opportunity to participate in the development and planning of AAP each year. Public hearings help to gauge community development needs and establish funding priorities for current and future projects, as well as review the performance of the program and affirmatively further fair housing. This AAP provides an outline of the CDBG and HOME program's activities, goals and objectives that the City plans to undertake and support. This plan represents the PY 2023 AAP and is the fifth and final year of the Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

The City of Hollywood has developed its strategic plan based on an analysis of the data presented in the Consolidated Plan and an extensive community participation and consultation process. Through these efforts, the City has identified 10 priority needs with associated goals to address those needs. The priority needs with associated goals include:

Priority Need: Purchase Assistance - Down payment and Closing Cost for LMI Families. In addition, the priority includes the construction or acquisition/rehabilitation of homes available for LMI families.

Priority Need: Development Incentives - Funding for multi-unit housing with affordable rents.

Priority Need: Tenant-Based Rental Assistance - Rental Subsidies for LMI households.

Priority Need: Healthcare including Sub. Abuse and Mental Health - Funding for Non-Profits that provide programs and services for Healthcare including but not limited to Substance Abuse and Mental Health.

Priority Need: Housing Rehabilitation - Owner-occupied housing rehabilitation programs for LMI families.

Priority Need: Job Training, Placement and Financial Literacy - The funding of subrecipients to conduct work skill training programs.

Priority Need: Education Services for Children and Youth - Education services that include childcare scholarships and after-school programming.

Priority Need: Capital Improvements Including but not Limited to Sidewalks - Funding for Capital Improvements projects to include but not be limited to sidewalks.

Priority Need: Economic Development Activities - Economic Development activities to include but not be limited to Commercial Facade Improvements, Small Business and Micro-Enterprise lending, and Job Creation/Retention.

Priority Need: Debt Service - Debt Service for Section 108 Loan and FFGFC Bond.

The City's goal may address one, two or more of the priorities identified, and are listed below:

GOAL 1: Purchase Assistance - Down payment and Closing Cost Assistance funded by County Contribution Funding.

GOAL 2: Development Incentives - Funding for multi-unit housing with affordable rents provided by SHIP allocations and SHIP program income.

GOAL 3: Tenant-Based Rental Assistance - Funding for rental assistance for eligible LMI residents.

GOAL 4: Healthcare Services - Healthcare including Sub. Abuse and Mental Health.

GOAL 5: Housing Rehabilitation - Owner-occupied housing rehabilitation programs for LMI families.

GOAL 6: Job Training, Job Placement, and Fin. Literacy - The funding of subrecipients to conduct work skill training programs.

GOAL 7: Education Services for Children and Youth - Education services that include childcare scholarships and after-school programming.

GOAL 8: Sidewalks - Installation and improvement of sidewalks.

GOAL 9: Economic Development Activities - Economic Development activities to include but not be limited to Commercial Facade Improvements, Small Business and Micro-Enterprise lending, and Job Creation/Retention.

GOAL 10: General Public Services - General Public Services in support of Economic Development, Education, Healthcare and Senior Services.

GOAL 11: Housing Assistance Program - Independent living skills and training for Disabled persons.

GOAL 12: Community Housing Development Organization - Funding for the construction of single-family homes.

GOAL 13: General Administration - CDBG and HOME funding for the cost of administration.

GOAL 14: Debt Service - Debt Service for Section 108 Loan and FFGFC Bond.

3. Evaluation of past performance

The City of Hollywood evaluates its past performance through the completion of the Consolidated Annual Performance and Evaluation Report (CAPER), which is submitted to HUD following the end of every program year. The CAPER reports on the accomplishments, beneficiaries, expenditures and highlights program activities for the reporting period. In the most recently completed PY 2021 CAPER, the City reports these accomplishments by priority:

HOUSING: The preservation of single-family housing in Hollywood is the City's primary affordable housing strategy. CDBG funds were used to assist 12 LMI households with rehabilitation of owner-occupied housing units. The City also uses HOME funds for tenant-based rental assistance (TBRA), which went to assist 20 LMI households with rental assistance. While the City did not meet the established goals for housing rehab, the goal for TBRA assistance was met. Affordable housing preservation remains an important priority and the City will continue to identify households in need of housing rehab.

PUBLIC SERVICES: The City's public services went to assist a total of 2,830 LMI individuals. These activities consist of senior services, services for persons with disabilities, youth services, services for victims of domestic violence, employment training, mental health services, food banks and other food services. This goal outcome was exceeded in the program year.

PUBLIC IMPROVEMENTS: The City continued its improvements to sidewalks in low/mod areas in Hollywood and water and sewer repair and installation for LMI neighborhoods. These capital improvements benefitted an estimated 3,595 persons living in these low/mod areas. This goal outcome was exceeded in the program year.

CARES (CDBG-CV): The COVID-19 pandemic continued to present health and safety concerns in PY 2021,

and the City worked to meet the goals established for the CDBG-CV program to address these concerns. The City's emergency response activities included food pantry services that helped to social distance individuals sheltering from the pandemic and to offset other basic needs costs for those impacted financially. This went to serve persons living in low/mod areas. There were also 302 individuals assisted with case management, job training and emergency services. In addition, 25 youth assisted with homeless prevention at Covenant House which offered emergency shelter, job training, life skills, and work-based training opportunities. The City also reports there were 45 small businesses that were impacted by the pandemic assisted with financial assistance. The City will continue to closely monitor the continued impact of the pandemic and work to address the needs of LMI residents as they arise.

4. Summary of Citizen Participation Process and consultation process

In accordance with the City of Hollywood's Citizen Participation Plan, the City shall assure that citizens, local nonprofits, public agencies and other interested parties are provided with the appropriate information on programs and activities covered by the ConPlan, AAP, CAPER performance report, and any substantial amendment to these documents. Copies of the proposed and adopted Annual Action Plan, along with any supporting documentation, shall be provided to the public in a timely manner, in a form accessible to persons with disabilities, upon request, and at reasonable costs to encourage public comment and input.

Prior to submission of the PY 2023 AAP to HUD, the City shall make available to citizens, units of local governments, public and private agencies, and other interested parties information that is required for the development of the plan. Such information, at a minimum, includes the amount of assistance in covered programs the jurisdiction expects to receive, the range of activities that can be undertaken in the covered programs, an estimate of the amount of assistance that will benefit persons of very-low and low-income, and plans to minimize displacement of persons and assistance available to those persons who may be displaced.

The Community Development Advisory Board (CDAB) is to act as the major point of community contact and citizen participation. The CDAB is to consist of up to eleven (11) members appointed by the City Commission. Priority is to be given to the selection of persons residing in areas of the jurisdiction that, according to the most recent data provided by the United States Census Bureau, have concentrations greater than fifty-one percent (51%) of low- and moderate-income persons, as defined by HUD, residing therein. The CDAB is to be responsible for overseeing the City's citizen participation requirements set forth at 24 CFR 91.105 for HUD's Community Planning and Development programs. These responsibilities include the review of, and recommendations concerning, proposed activities under these programs, reflecting the views and general consensus of the areas of the City they represent. The CDAB will also serve in an advisory capacity to the City Commission with regard to all phases of these programs.

The City's efforts to allow for participation in the development of the PY 2023 AAP include two public hearings to review and discuss the housing and community development needs of the City and a 30-day

public comment period to allow the public an opportunity to review and makes comments on the draft plan. The following are a summary of efforts taken:

A public hearing was held on December 14, 2022 to receive comments regarding housing and community development priority needs and specific objectives to be addressed with CDBG and HOME funds in the 2023 AAP. The public hearing was held at the Fred-Lippman Multi-Purpose Center 2030 Polk St. Hollywood, Florida 33020 at 6:00 p.m. During the needs assessment representatives from various non-profits and community boards made statements referring to a variety of needs including but not limited to: Homebuyer and homeownership education, housing affordability, mental health, public schools, emergency care services, school counselors, public facilities, infrastructure, employment services, job recruitment, and life skills. Subsequently, a Public Hearing was held before the City of Hollywood City Commission before adoption of the plan. There were no comments during the Public Hearing before the Commission.

The proposed AAP can be viewed at the Division of Community Development from **May 22, 2023 to July 3, 2023** at 2600 Hollywood Boulevard, Old Library, Hollywood, Fl. 33020, Monday through Thursday, between the hours of 7:00 a.m. and 6:00 p.m.; telephone (954) 921-3271. All interested agencies, groups and persons who wish to comment on the draft AAP are invited to submit written comments to the Division of Community Development at the above address or electronically to dbiederman@hollywoodfl.org.

The City of Hollywood CDAB will hold a Public Hearing on the proposed AAP on **June 14, 2023** at Hollywood City Hall, 2600 Hollywood Blvd. Room 215. A Public Hearing before Hollywood City Commission has been scheduled at a regular meeting on **July 5, 2023**, at Hollywood City Hall, 2600 Hollywood Blvd. For more information on how to participate at the public hearings please email dbiederman@hollywoodfl.org.

5. Summary of public comments

All comments and views are welcome. A summary of comments will be provided at the conclusion of the public comment period and public hearing.

Details on how to attend the public hearing and participate in public comment period are located in the AP-12 Participation.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views are welcome. A summary of comments will be provided at the conclusion of the public comment period and public hearing.

Details on how to attend the public hearing and participate in public comment period are located in the AP-12 Participation.

7. Summary

The PY 2023 AAP is the fifth and final year of the City's 2019-2023 Consolidated Plan. The City of Hollywood will remain consistent with the 5-Year Consolidated Plan for the use of FY 2023 CDBG and HOME funds. Citizen participation is a vital component in the planning of the PY 2023 and comments and concerns were all accepted in the development of the programs and activities in the plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	HOLLYWOOD	Community Development Division
HOME Administrator	HOLLYWOOD	Community Development Division

Table 1 – Responsible Agencies

Narrative

The City of Hollywood Community Development Division is a division of the City of Hollywood. The Community Development Division is responsible for the planning, administration, reporting and operational duties relative to the CDBG, HOME, NSP-1, NSP-3, and CARES Act Funding allocations received from HUD.

Consolidated Plan Public Contact Information

Donna Biederman
Community Development Coordinator
City of Hollywood, Community Development Division
2600 Hollywood Blvd Suite 203
P.O. Box 229045
Hollywood, FL 33022-9045
Office: 954-921-3381
E-mail: DBiederman@hollywoodfl.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Hollywood shares common borders with unincorporated Broward County and the cities of Dania Beach, Fort Lauderdale, Hallandale, Miramar, Pembroke Park, Pembroke Pines and the Town of Davie. Hollywood maintains inter-local agreements with each of these governmental entities. In addition, the City interacts formally and informally with numerous state and regional agencies, utility companies, authorities, and special districts for the provision and regulation of services. Each year the City coordinates with local nonprofits and agencies in the development of the plan through consultation and the application process which informs the City of the community and housing development needs in Hollywood. This section provides the entities that helped with the planning of the PY 2023 AAP.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City of Hollywood is the lead responsible agency developing the PY 2023 AAP and utilizes information from community service and housing providers to develop the plan. Coordination of activities is a vital component in how the City will develop its strategy, address the priorities of the community and fund activities to meet the goals in the plan. The list of agencies reviewed includes housing providers, social service agencies that target low/mod income households, and special needs groups such as the elderly, persons with disabilities and those experiencing homelessness.

The City also works with the City of Fort Lauderdale, which has administrative authority over HOPWA grant allocations. In its role as lead agency, the City of Fort Lauderdale works in cooperation with the partners of the Continuum of Care (CoC) institutional delivery system including the City of Hollywood, to coordinate the funding of eligible non-profit organizations to provide comprehensive services for persons and families affected by HIV+/AIDS. The City of Hollywood Social Service Coordinator pre-screens clients for reentry into the delivery system to expedite these services.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Broward Outreach Centers were first established in 1992. Broward Outreach Center, located in Hollywood and the Miami Centers serve over 1,300 men, women, and children each day. There are approximately 800 people enrolled in our residential life-changing programs such as comprehensive services and long term transitional shelter for its clientele. The City of Hollywood has contributed CDBG funds for the expansion of this facility to include a Women and Children’s Shelter and the operation of a Scholastic Success Program for Homeless Children. In addition, the City of Hollywood funds agencies that offer

services specifically targeted to persons and families exiting the CoC to prevent re-occurrences of homelessness.

The CoC has a Coordinated Entry and Assessment System that helps those experiencing homelessness, such as chronically homeless individuals and families, unaccompanied youth, veterans and those who are difficult to serve to quickly link with housing services and programs. This system is the main coordination tool in the region, and helps to meet each individual or family's unique situation while also helping to avoid duplication of services.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Because of the complexity and regional nature of the special needs populations in the area, the City will strive to support the development and expansion of facilities to address these needs through the coordination of efforts with other units of local government, including Broward County. This cooperative approach will better enable social service agencies to secure adequate funding for the special needs of families with children, the homeless, those threatened with homelessness, and those not capable of achieving independent living. The City will support grant applications by social services and other non-profit agencies that meet needs identified in this Consolidated Plan, provided the organizations demonstrate the capacity to implement the proposed activities.

The Broward County Homeless Partnership Initiative (CoC) is the lead agency for the regional Continuum of Care and distributes ESG funds. The CoC lead also uses the Homeless Management Information System (HMIS), which is a web-based software application to collect demographic information and service outcome information on people served. HMIS is utilized to record and store client-level information about the numbers, characteristics and information of the homeless population that receives assistance over time.

In updating the Strategic Regional Policy Plan (SRPP) for South Florida, the South Florida Regional Planning Council sought the input of all local jurisdictions in the region, which includes Dade, Broward and Monroe Counties, as well as interested agencies, organizations and individuals in order to identify those strategic issues which most impact the region. The SRPP and established strategic regional goals and policies designed to move the region toward becoming a livable, sustainable and competitive community. This strategy recognizes a set of interrelated issues requiring a systematic approach of coordinated actions on the part of all involved to achieve meaningful resolutions.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Broward County Homeless Initiative Partnership
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education Services-Employment Other government - County Continuum of Care Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City continues to be engaged with the agency in the development and implementation of the plan. During the development of the Consolidated Plan, the Broward County Homeless Initiative was consulted to determine strengths and/or gaps in the institutional delivery system, homeless count, homeless facilities and needs of the at-risk community. It was determined that the services provided were comprehensive enough to service the needs of the target communities, however, the lack of funding limits the number that can be served.
2	Agency/Group/Organization	Hollywood Housing Authority
	Agency/Group/Organization Type	Housing PHA Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City continues to be engaged with the agency in the development and implementation of the plan. During the development of the Consolidated Plan, the Hollywood Housing Authority was consulted to determine strengths and/or gaps in the institutional delivery system and needs of the at-risk community.
3	Agency/Group/Organization	HOPE SOUTH FLORIDA
	Agency/Group/Organization Type	Housing Services-homeless Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City continues to be engaged with the agency in the development and implementation of the plan. During the development of the Consolidated Plan, HOPE South Florida was consulted to determine strengths and/or gaps in the institutional delivery system and needs of the at-risk community.
4	Agency/Group/Organization	Center for Independent Living
	Agency/Group/Organization Type	Services-Persons with a Disability Services-Health Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency applied for grant funding and through the process helped to determine the community development needs in the City.
5	Agency/Group/Organization	Community Enhancement Collaboration
	Agency/Group/Organization Type	Services-Children Services-Elderly Services-Feeding Program
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency applied for grant funding and through the process helped to determine the community development needs in the City.
6	Agency/Group/Organization	Covenant House
	Agency/Group/Organization Type	Services-Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency applied for grant funding and through the process helped to determine the community development needs in the City.
7	Agency/Group/Organization	Goodman Jewish Family Services
	Agency/Group/Organization Type	Services - Housing Services-Elderly Persons Services-Children Services-Health Services-Mental Health Services
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency applied for grant funding and through the process helped to determine the community development needs in the City.
8	Agency/Group/Organization	Russel Life Skills
	Agency/Group/Organization Type	Services-Children Services-Education Services-Youth Programs
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency applied for grant funding and through the process helped to determine the community development needs in the City.
9	Agency/Group/Organization	Second Chance Society
	Agency/Group/Organization Type	Services-Employment Services Services-Vocational Education Services and Licensing for Specific Employment
	What section of the Plan was addressed by Consultation?	Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency applied for grant funding and through the process helped to determine the community development needs in the City.
10	Agency/Group/Organization	Women in Distress of Broward County
	Agency/Group/Organization Type	Services-Victims Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency applied for grant funding and through the process helped to determine the community development needs in the City.
11	Agency/Group/Organization	Hollywood
	Agency/Group/Organization Type	Services-Housing Services-Employment Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-Poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City Community Development Division is the lead agency of the plan. The Community Development Division works closely with other City departments to serve low- to moderate-income households and special need groups such as Emergency Management for hurricane preparedness and Public Works for facilities and street maintenance.

Identify any Agency Types not consulted and provide rationale for not consulting

All comments were welcome. No agency types were intentionally not consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Broward County Homeless Initiative Partnership	The goals of the City Strategic Plan are consistent with the goals of the CoC, which is to end homelessness in the region.

Table 3 – Other local / regional / federal planning efforts

Narrative

The City of Hollywood works with Broward County in several areas to coordinate with the plan including consultation and engagement in regional initiatives such as the Continuum of Care. Housing providers help with the development and preservation of affordable housing in the City. The City departments as well as local nonprofits also work closely together to implement services for LMI and special needs groups. Through these efforts, the City is able to address priority needs in the community and meet the goals in this plan.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The purpose of the citizen participation process is to actively encourage citizens in Hollywood, particularly those who are low- and moderate-income households and with special needs, to participate in the planning and development of the PY 2023 AAP. The City works to ensure community stakeholders and citizens have adequate opportunities to participate in this planning process. Input from citizens directly impact the goals of the plan and all comments are reviewed and accepted.

The City's efforts to solicit participation in the development of the PY 2023 AAP include a public hearing and a 30-day public comment period. The details of these outreach efforts and how citizens can participate are detailed in the table below.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
1	Public Hearing	<p>Non-targeted/broad community</p> <p>Community Development Advisory Board</p>	<p>A public hearing was held on December 14, 2022 to give residents an opportunity to provide input on the housing and community development priority needs and specific objectives to be addressed with CDBG and HOME funds in the 2023 AAP. The public hearing was held during the Community Development Advisory Board (CDAB) meeting at the Fred-Lippman Multi-Purpose Center 2030 Polk St. Hollywood, Florida 33020 at 6:00 p.m.</p>	<p>There were four (4) comments made by local member stakeholder agencies from the public:</p> <p>1.) This agency made the recommendation of reviewing the affordable housing situation, in particular as it relates to domestic violence. People who had difficulty affording rent will still be unable to afford rent after rapid rehousing efforts. With many domestic violence cases, the clients need support, like case management, counseling services and protective support.</p> <p>2.) The agency states that the City of Hollywood and Broward County residents are struggling find quality health care, quality education, and a fair quality of living. The residents come to non-profits seeking care and stability. Members of the board were invited to read two reports called “State of Black Broward” and “State of Hispanic and Immigrant Broward.” Both publications are on hispanicunity.org.</p> <p>3.) This agency serves all homeless demographic groups and has identified the</p>	<p>All comments were accepted.</p>	

				<p>elderly as the most at-risk. The main message is that the community needs affordable housing.</p> <p>4.) This agency recommends that there needs to be a focus on training high school students and other young persons about jobs and job placement.</p> <p>Full details and comments have been uploaded as an attachment to the citizen participation attachment in the AD-26.</p>		
2	Public Hearing	Non-targeted/broad community	<p>A public hearing will be held on June 14, 2023 at Hollywood City Hall, 2600 Hollywood Blvd. Room 215 to review and discuss the PY 2023 Annual Action Plan. For more information about the public hearing, please contact: Donna Biederman, Community Development Coordinator at email: DBiederman@hollywoodfl.org</p>	<p>A summary of comments will be provided after the public hearing.</p>	<p>All comments will be accepted.</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
3	Public Comment Period (Newspaper)	Non-targeted/broad community	The City will hold a 30-day public review period from May 22, 2023 until July 3, 2023 to allow the public to review and make comments on the draft AAP. The plan could be viewed on the City website at https://www.hollywoodfl.org/194/Plans-Policies-Reports or at the Division of Community Development office, 2600 Hollywood Boulevard, Old Library, Hollywood, Fl. 33020, Monday through Thursday, between the hours of 7:00 a.m. and 6:00 p.m. All interested agencies, organizations and persons are invited to submit comments on the proposed One Year Action Plan for Fiscal Year 2023-2024 at the above address or electronically to dbiederman@hollywoodfl.org	A summary of comments will be provided after the conclusion of the public comment period.	All comments will be accepted.	
4	Public Hearing	Non-targeted/broad community	A public hearing will be held on July 5, 2023 at a regularly scheduled City Commission meeting at 1:00 PM at Hollywood City Hall, 2600 Hollywood Blvd. For more information about the public hearing, please contact: Donna Biederman, Community Development	A summary of comments will be provided after the public hearing.	All comments will be accepted.	

			Coordinator at email: DBiederman@hollywoodfl.org			
--	--	--	---	--	--	--

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

For PY 2023, the City of Hollywood has been allocated \$581,004 in HOME funds and \$1,173,389 in CDBG funds. The City will also reprogram \$8,992 in uncommitted prior year PY 2022 CDBG funds. PY 2023 is the fifth and final program year of the Consolidated Plan period and are no more funds expected in this five-year planning period.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,173,389	0	8992	1,182,381	0	PY 2023 is the final year of the ConPlan, and there are no more funds expected in this five-year planning period.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	581,004	0	0	581,004	0	PY 2023 is the final year of the ConPlan, and there are no more funds expected in this five-year planning period.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City will utilize federal funds to leverage local and state resources as opportunities are presented. Generally, subrecipient programs are funded with other resources and CDBG funds only make up a portion of the overall organizational budget. CDBG does not require a match, however the City will use its General Fund Social Service funding to match the public service allocation in the plan.

For the 25% HOME Match, the City of Hollywood uses State Housing Initiative Partnership (SHIP) Funds as a match to the HOME funding. These funds exceed the 25% requirement on an annual basis.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Upon occasion the City gains ownership of single-family lots appropriate for the provision of affordable homeownership opportunities. In such cases, the City partners with Liberia Economic and Social Development, Inc. (LES) a duly recognized Community Housing Development Organization (CHDO) to construct new single-family homes on vacant lots for sale to HOME eligible purchasers. In addition, the City may participate with Low Income Tax Credit applicants for the construction of large multi-family residential units.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Development Incentives	2019	2020	Affordable Housing	Citywide	Development Incentives	CDBG: \$312,703 HOME: \$435,753	Rental units rehabilitated: 20 Household Housing Unit Rental units constructed: 30 Household Housing Unit
2	General Public Services	2019	2020	Non-Housing Community Development	Citywide	Healthcare including Sub. Abuse and Mental Health Job Training, Placement and Financial Literacy Education Services for Children and Youth	CDBG: \$185,000	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
3	CV3 HVAC at LMI Community Centers	2020	2021		Citywide	Cap. Imp. including but not limited to sidewalks	CDBG: \$450,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
4	Community Housing Development Organization	2019	2020	Affordable Housing	Citywide	Purchase Assistance	HOME: \$87,151	Homeowner Housing Added: 2 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	General Administration	2019	2020	Administration	Citywide	Purchase Assistance Development Incentives Healthcare including Sub. Abuse and Mental Health Job Training, Placement and Financial Literacy Education Services for Children and Youth Cap. Imp. including but not limited to sidewalks	CDBG: \$234,677 HOME: \$58,100	Other: 2 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Development Incentives
	Goal Description	The City will be providing funding towards the development of affordable multi-family housing units. This assistance can be used towards soft cost, acquisition, new development or rehabilitation.
2	Goal Name	CV3 HVAC at LMI Community Centers
	Goal Description	The City will provide funding to support improvements at public facilities in low/mod areas.
3	Goal Name	General Public Services
	Goal Description	Public Service activities that include but are not limited to senior services, services and housing assistance for disabled persons, emergency services, employment assistance, mental health counseling, youth services, and counseling for battered spouses.
4	Goal Name	Community Housing Development Organization
	Goal Description	The City will reserve 15% of HOME funds to support CHDO with affordable housing development activities.
5	Goal Name	General Administration
	Goal Description	Administrative costs for the CDBG and HOME programs. CDBG admin will not exceed 20% of the grant allocation, and HOME admin will not exceed 10% of the grant allocation.

Projects

AP-35 Projects – 91.220(d)

Introduction

The following projects will address the goal outlined in this plan. CDBG funds will fund public facility improvements, housing services and vital public services. HOME funds will help to develop and preserve affordable housing in the City. These federal funds are intended to benefit low- to moderate-income residents in the City. CDBG funds have a grant cap for admin costs and public services at 20% and 15% respectively. The remaining CDBG funds will be allocated towards public facility improvements and housing services. HOME has a grant cap of 10% for admin costs and 15% of the total grant allocation must be reserved for CHDO development activities. The balance of HOME grant funds will address multi-family affordable housing activities in the City.

Projects

#	Project Name
1	CDBG: Administration
2	CDBG: Public Facilities & Infrastructure
3	CDBG: Housing Services
4	CDBG: Public Services
5	HOME: Administration
6	HOME: CHDO Set-Aside (15%)
7	HOME: Multi-Family Affordable Housing

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Using, CDBG and HOME grant funds, the City of Hollywood provides services and funding to LMI persons on a first-come first-served basis. The following are high priority need that the City will address with the projects listed above.

Development incentives are supported as multi-unit housing with affordable rents remains a high need in Hollywood. This activity will fund new development and rehab of rental units. The goal is to reduce cost burden for LMI renters in Hollywood.

Public services will address the needs of LMI and special needs groups. These needs include healthcare including substance abuse and mental health; education services for children and youth; and job training, placement and financial literacy. Public services will help to reduce poverty, improve the quality of life

for residents and increase future employment for residents. Mental health services will help to reduce homelessness.

Capital improvements are a priority in low/mod areas. These activities will include improvements to public facilities and community centers.

Purchase assistance programs by the City's Community Housing Development Organizations are a high priority and will assist with affordable housing development for LMI households. Housing cost burden has been identified as one of the main housing problems in the City, and these activities will help reduce cost burden for LMI households.

AP-38 Project Summary

Project Summary Information

1	Project Name	CDBG: Administration
	Target Area	Citywide
	Goals Supported	General Administration
	Needs Addressed	Development Incentives Healthcare including Sub. Abuse and Mental Health Job Training, Placement and Financial Literacy Education Services for Children and Youth Cap. Imp. including but not limited to sidewalks
	Funding	CDBG: \$234,677
	Description	Administration of the CDBG program in PY 2023.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A.
	Location Description	Citywide, eligible.
	Planned Activities	General Admin of the CDBG program (21A).
2	Project Name	CDBG: Public Facilities & Infrastructure
	Target Area	Citywide Low and Moderate Income Area
	Goals Supported	CV3 HVAC at LMI Community Centers
	Needs Addressed	Cap. Imp. including but not limited to sidewalks
	Funding	CDBG: \$450,000
	Description	The City will provide funding to support improvements at public facilities in low/mod areas.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
Location Description	Citywide, low/mod	

	Planned Activities	Planned activities will include improvements to community centers and neighborhood facilities (03E).
3	Project Name	CDBG: Housing Services
	Target Area	Citywide
	Goals Supported	Development Incentives
	Needs Addressed	Development Incentives
	Funding	CDBG: \$312,703
	Description	The City will be providing funding towards rental rehab activities benefitting LMI renters.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Rental units rehabilitated: 20 Household Housing Unit
	Location Description	Citywide, eligible.
	Planned Activities	Planned activities will include multi-family unit housing rehab activities (14B).
4	Project Name	CDBG: Public Services
	Target Area	Citywide
	Goals Supported	General Public Services
	Needs Addressed	The City will fund public service programs such as Healthcare including Substance Abuse and Mental Health Services, Services for Victims of Domestic Violence, Job Training and Placement, Financial Literacy, and Education Services for Children and Youth.
	Funding	CDBG: \$185,000
	Description	Public Service activities that include but are not limited to, senior services, housing assistance for disabled persons, homeless services, emergency services, employment assistance, mental health counseling, youth tutorials, and counseling for battered spouses.
	Target Date	9/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
	Location Description	Citywide, eligible.
	Planned Activities	Planned activities will include senior services, housing assistance for disabled persons, homeless services, emergency services, employment assistance, mental health counseling, youth tutorials, and counseling for battered spouses. Center for Independent Living (05B): \$23,800 Community Enhancement Collaboration (05A): \$41,800 Covenant House (03T): \$14,800 Goodman Jewish Family Services (05O): \$31,800 Russel Life Skills (05D): \$29,800 Second Chance (05F): \$12,000 Women in Distress of Broward County (05G): \$31,000
3	Project Name	HOME: Administration
	Target Area	Citywide
	Goals Supported	Development Incentives Community Housing Development Organization
	Needs Addressed	Development Incentives Purchase Assistance
	Funding	HOME: \$58,100
	Description	Administration of the HOME program in PY 2023.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide, eligible.
	Planned Activities	Administration of the HOME program.
4	Project Name	HOME: CHDO Set-Aside (15%)
	Target Area	Citywide

	Goals Supported	Community Housing Development Organization
	Needs Addressed	Purchase Assistance
	Funding	HOME: \$87,151
	Description	CHDO activities will provide homeownership opportunities for households at or below 80% AMI.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner Housing Added: 2 Household Housing Unit
	Location Description	Citywide, eligible.
	Planned Activities	Planned CHDO activities will include the construction of affordable single-family homes.
5	Project Name	HOME: Multi-Family Affordable Housing
	Target Area	Citywide
	Goals Supported	Development Incentives
	Needs Addressed	Development Incentives
	Funding	HOME: 435,753
	Description	The City will be providing funding towards the development of affordable multi-family housing units. This assistance can be used towards soft cost, acquisition, new development or rehabilitation and is intended to benefit LMI renters.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Rental units constructed: 30 Household Housing Unit
	Location Description	Citywide, eligible.
	Planned Activities	Planned activities will include affordable rental housing development and rehab.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City primarily focuses its funding towards eligible individuals Citywide, and does not allocate funding based solely on geographic requirements. Eligible individuals must meet income qualifications in order to receive assistance from public service activities and housing services in the CDBG and HOME program. When an activity is intended to improve public facilities & infrastructure, the City will be targeting low- to moderate-income census block group tract areas in need. See below on how the City will determine these areas.

Minority and Low-Income Areas

Black/African-Americans comprise about 18.2% of the population of Hollywood. There is a concentration of the Black/African-American population in the southwest census tract (12011091400, 40.3% Black) and two in the central areas of the City (12011080500, 74.8% Black; 12011091802, 39.4% Black & 12011091803, 44.4% Black). Census tract 12011091400 has a poverty rate of 19.2%, and 12011080500 has one of the highest poverty rates in the City at 23.6%. The Citywide poverty rate is 12.4%.

Likewise, the Hispanic population, which makes up 42% of the total population of Hollywood, is concentrated in the western census tracts. These tracts, the percentage Hispanic all exceed 54% of the total population of the tract (12011080601 12011091300, 12011091201, 12011091202 & 12011091100. Census tract 12011091100 has a poverty rate of 18.5%

Geographic Distribution

Target Area	Percentage of Funds
Citywide	90
Low and Moderate Income Area	10

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City does not allocate funding based solely on geographic requirements. When the planned activities are intended to serve individual clientele directly, they must meet income qualifications, as well as residency requirements, in order to receive assistance from the program. In these instances, City staff and/or one of its partner agencies will complete an in-take and a review of their eligibility status is completed, before the activity is initiated. For this purpose, the City will target these individuals Citywide.

When the City has identified infrastructure and public facility improvement activities, these planned activities will serve a specific community or neighborhood. These activities will have an “area-wide”

benefit, and must be within an eligible census block group tract, as defined by HUD-CDBG low/mod income summary data (LMISD). HUD determines Low/Mod block groups tracts as those with 51% LMI population. LMISD block group tracts within Hollywood can be found on the HUD Exchange website at: <https://www.hudexchange.info/programs/acs-low-mod-summary-data/>

With the exception of the Public Facilities and Infrastructure project, all of the Annual Action Plan are LMI clientele specific. Therefore, the majority of beneficiaries are primarily Citywide. Public Facilities and Infrastructure improvements will be targeted towards Low and Moderate Income Areas.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City will continue to support the Multi-family Affordable Housing program that will provide rehab or construct a total of 50 affordable rental units. The City will also continue its relationship with CHDO Liberia Economic and Social Development, Inc. to construct two affordable homes (with homebuyer assistance).

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	52
Special-Needs	0
Total	52

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	32
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	52

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

Rental units rehabilitated: 20 Household Housing Unit

Rental units constructed: 30 Household Housing Unit

Homeowner Housing Added: 2 Household Housing Unit

AP-60 Public Housing – 91.220(h)

Introduction

The Hollywood Housing Authority (HHA) has been providing affordable housing to families and individuals in the City of Hollywood, FL since 1975. The mission of the Hollywood Housing Authority is to provide safe, decent, and sanitary housing conditions for very low-income families, encourage self-sufficiency and manage resources efficiently. HHA administers both a Public Housing and Section 8 Housing Choice Voucher program. The Housing Authority owns and manages two public housing projects which contain 120 affordable rental units. It also administers over 800 Section 8 Housing Vouchers and has a 500-person waiting list for vouchers and a 250-person senior waiting list for Public Housing sites. The Hollywood Housing Authority has routinely scored as a high performing Housing Authority, most recently scoring a 91 out of 100 on the most recent evaluation. The physical condition of the Hollywood Housing Authority public housing units has historically been very good. In addition, the Hollywood Housing Authority has constructed affordable rentals using Low-Income Tax Credits and using Neighborhood Stabilization Program funds in partnership with the City. To service the accessibility needs the 250 seniors on the waiting list typically require lowered ovens and walk-in/wheel-in showers. In conjunction with public and private sector organizations, the Hollywood Housing Authority conducts a variety of programs for residents. By bringing together a team of various organizations, the Hollywood Housing Authority strives to make self-sufficiency a way of life.

Actions planned during the next year to address the needs to public housing

The City of Hollywood has a Hollywood Housing Authority Board of Commissioners' whose purpose is to develop and monitor policies and establish controls for providing decent, safe and sanitary housing to residents in housing assistance programs. One HHA resident serves on the board along with four other citizen at-large members. The board will continue to meet and focus on efforts to address the needs of public housing. The Housing Authority shall continue to service the waiting list and hold general meeting with residents and the board to discuss public housing concerns and other supportive services needed.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Hollywood Housing Authority holds a general meeting so that residents can discuss with the board any issues related to the public housing and other supportive services needed. Residents are informed of City of Hollywood homeownership initiatives and encouraged to participate.

The Hollywood Housing Authority offers numerous scholarship opportunities for high school seniors and living in Public Housing or a Section 8 assisted home and have at least a "B" average. Students may receive up to \$7,000 in scholarships through the Public Housing Authorities Directors Association (PHADA).

The elderly building has several activities including parties, bingo, arts and crafts and game day. There is also a library for the reading enjoyment of residents, along with videos that may also be borrowed. The

residents also conduct rummage sales to raise money in order to subsidize the parties. The family development is located adjacent to a park, the elementary school, middle school and Boys and Girls Club.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Hollywood Housing Authority is not a troubled PHA. No action necessary.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Hollywood understands homelessness is a growing problem and the dynamics involved in homeless services. The City is attempting to increase its participation in homeless activities by collaborating with local organizations who specialize in this field; therefore, the continues to allocate funds to support this critical area of need. In program year 2023 CDBG funding will be allocated public services funding to many subrecipients that address and prevent homelessness including the Center for Independent Living, Community Enhancement Collaboration, Covenant House, Goodman Jewish Family Services, Russel Life Skills, Second Chance, and Women in Distress of Broward County.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City employs a Social Service Coordinator through the Division of Community Development that helps connect residents with various agencies that provide needed services. While the City does not directly provide these services, the Social Service Coordinator provides residents guidance with accessing an array of social services such as shelter, medical assistance, behavioral health, employment/life skills training, and transportation. The City also has a Homeless Program Coordinator through the Police Department to provide street level outreach, crisis intervention, resource linkage, needs assessment and transportation to shelters and emergency housing. The goal is to bridge the gap between law enforcement and social services.

The City actively participates in the Broward County Homeless Initiative Partnership (HIP) Continuum of Care. The Continuum of Care (CoC) is Broward County's local planning group working to end homelessness. The CoC is a collaborative network of organizations, advocates, community residents, and businesses that plan programs with the primary goal of alleviating homelessness in all areas of Broward County. The Board addresses all aspects of homelessness including prevention, outreach, emergency shelter, transitional and permanent affordable housing, and supportive services. The City has a designee that is a voting member on the board as a representative of a CDBG Entitlement Community.

Addressing the emergency shelter and transitional housing needs of homeless persons

Although the City does not have any emergency shelters or transitional housing facilities, the City's Social Service Coordinator and Homeless Program Coordinator work with homeless persons in the City to address their needs and refer them to emergency shelter and transitional housing. CDBG funding provided to Covenant House helps meets immediate needs for food, clothing, safety, and medical and mental health care for young parents and their small children and for human trafficking survivors. The

organization helps young people experiencing homelessness to advance their goals and achieve sustainable independence with education, job readiness, and career pathways programs.

The Broward Regional Health Planning Council, Inc located in Hollywood, is a member of the "Continuum of Housing" and provides housing services through the Housing Opportunities for Persons with AIDS (HOPWA) program. In Broward County, the HOPWA program provides a variety of housing options that assist persons living with HIV/AIDS in the community. The "Continuum of Housing" programs span across Broward County and offers emergency transitional housing, assisted living facilities, mental health housing, substance abuse housing, community-based housing, project-based rent, tenant-based rental vouchers, short-term rent, mortgage and utilities assistance, move-in assistance and housing case management.

Women In Distress of Broward County, Inc. currently operates a 132-bed emergency shelter. On average families stay 56 nights at the shelter during which they receive services including housing, crisis intervention, therapy and advocacy assistance, as well as food, clothing and household supplies, as needed. Through the emergency shelter program, victims of domestic violence and their children are given a safe environment and provided with supportive services, helping participants to rebuild and sustain independence and a violence-free future. Women In Distress' services are designed to address individual needs and empower survivors to live a self-determined, violence-free life.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The CoC provides homeless services including Homeless Prevention, Counseling in Substance Abuse, Mental Health, and/or Life Skills, Childcare and Education, Employment Training and Placement, Healthcare, and Transportation needs.

In addition to the activities of the CoC, the City of Hollywood seeks to fund agencies that assist persons who are leaving transitional housing in employment support (i.e., tracking progress, counseling, and intervention with supervisors where appropriate and beneficial). Also, the City seeks to fund agencies that subsidize work material purchase and training cost. Simultaneously, using HOME funds in coordination with the employment support efforts, the City aids families exiting transitional housing with Tenant Based Rental Assistance to prevent persons and families that were recently homeless from becoming homeless again.

Hope South Florida operates a Rapid Re-Housing program provides housing solutions for homeless families and veterans throughout Broward County. Rapid re-housing is an intervention that assists

individuals and families with short-term rental assistance and support services to quickly end their homelessness and return them to permanent housing. HOPE South Florida's Rapid Re-Housing program provides housing solutions for homeless families and veterans throughout Broward County. Rapid re-housing is an intervention that assists individuals and families with short-term rental assistance and support services to quickly end their homelessness and return them to permanent housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City funds activities through the CDBG and HOME program to help households avoid homelessness. The HOME Tenant-Based Rental Assistance program provides assistance to households to prevent homelessness through its subrecipient Hope South Florida. All clients are assigned to a case manager within 48 hours after screening. During the first meeting, a comprehensive assessment is done to help identify barriers and challenges the family or individual is facing. The case manager will create a plan and follow up to track progress in one-on-one weekly or monthly meetings.

Additionally, the City uses CDBG and SHIP funds to support its housing rehabilitation program. This program provides repairs for low-income homeowners who otherwise are not be able to afford the repairs. Without these necessary repairs completed, the households would be at risk of homelessness due to their substandard living conditions in their homes. Additionally, CDBG-CV supports case management, including job referrals to assist LMI individuals increase their income and decrease their risk of homelessness.

In addition to the TBRA, housing rehab program and public services, the City of Hollywood employs a Social Service Coordinator who acts as a referral source for persons and families at risk of becoming homeless. The Social Service Coordinator is familiar with all regional programs that aid in homeless prevention and re-entry. The Social Service Coordinator pre-screens and refers persons/family in applying for said services.

The Social Service coordinates with numerous agencies to help low-income individuals and families avoid homelessness after becoming discharged from publicly funded institutions. The Broward House has medical respite beds available for individuals that have been discharged from a hospital with an acute medical condition and have nowhere else to go. During their stay individuals receive supportive services to help them regain independence. The Covenant House offers shelter to youth under the age of 21. Many of the young people that receive services from Covenant House have had involvement with the foster care or child welfare systems and have aged age out without support. The Covenant House works

with youth to help them transition to safe, independent living.

Second Chance Society receives CDBG funding to support its Hand Up Program by providing tools, equipment, clothing/uniforms, work boots, licensure, tuition, textbooks and educational materials or any other item needed for program participants. Second Chance Society's (SCS) primary purpose is to help homeless and struggling individuals return to a state of self-sufficiency. With self-sufficiency comes a general state of well-being, self-worth, revitalization, and most importantly, hope. Its secondary purpose is to provide ongoing encouragement to its clients to ensure their entrance back into society is as smooth as possible. Persons helped by Second Chance Society have become homeless, or are on the edge of homelessness due to a myriad of reasons such as substance abuse, mental health issues, health conditions, loss of a loved one, post-military issues, post-incarceration issues, etc.

The Broward County Sheriff's Department has a Reentry Division that provides an array of services to assist individuals 18 and over reintegrate back into the community following release from jail or prison and to assist individuals at-risk for criminal justice involvement. The Division provides its clients with the support mechanisms needed to successfully reside in the community while at the same time monitoring their activity to prevent recidivism. The Reentry Division has also established a Jail Reentry Desk for individuals released from Broward County's Main Jail. To assist with the community transition, the Division currently has a Reentry Specialist stationed at the exit of the Main Jail. Those being released are interviewed to ascertain their immediate need when they are released. The Reentry Specialist provides information and service referrals to community providers, including a referral to our own Reentry offices.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Hollywood Analysis of Impediments pointed out several strategies to remove or ameliorate the Barriers to Affordable Housing as follows:

Strategy 1: Continue the implementation of in-fill housing on a citywide basis.

Strategy 2: Continue operating the First-time Homebuyer program that has pre-purchase counseling, down payment and closing cost assistance to participants to purchase homes citywide.

Strategy 3: Continue to evolve marketing program to make use of any and all mediums that make contact with Low and Moderate Income Individuals in various languages.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of Hollywood has developed an Analysis of Impediments that did not point out any public policies as having a negative effect on affordable housing and/or residential investment. In addition, as required as a recipient of State Housing Initiative Partnership funds, the City of Hollywood has instituted the Affordable Housing Advisory Committee (AHAC) that reviews in any policy changes to advise the City Commission on any policies that may have a negative effect on affordable housing development.

The City of Hollywood supports policies that promote and encourage fair treatment and equal opportunity in housing and public accommodations for all persons regardless of race, color, religion, sex, handicap, national origin, familial status or disability. The Hollywood City Commission has consistently demonstrated its support of efforts to affirmatively further fair housing in the City of Hollywood by issuing Proclamations in recognition of National Community Development Week and National Fair Housing Month.

AP-85 Other Actions – 91.220(k)

Introduction:

In order to foster and maintain the affordable housing stock the City will be expanding its Housing Rehabilitation activities for LMI homeowners and seek public/private partnership opportunities to develop new affordable rentals. Simultaneously, as part of its housing rehabilitation activities the City will be testing homes for the presence of lead-based paint and educating homeowners on the hazards of lead-based paint.

The housing cost in the City remains unaffordable for LMI residents. Even during market slumps, housing cost burden has historically been high within the City. Therefore, in addition to cost reduction practices, the City must seek to increase the employment opportunities for its residents by recruiting new businesses to the City and retaining desirable businesses within the City. A highly employable workforce is desirable to most businesses; therefore, the City is funding job training, job placement, and employability skills training for those difficult to place residents. Success in increasing the employability skills of Hollywood residents is not only beneficial for business recruitment/retention but also aids in the reduction of poverty-level families.

The institutional structure surrounding the efforts of the City is strong and multi-faceted. However, the need is outpacing the funding. Therefore, the City and its partners will be seeking additional funding sources and refining delivery efforts to serve the target populations.

Actions planned to address obstacles to meeting underserved needs

The condition of rental properties can be most easily addressed by Lack of landlord participation in rental rehabilitation programs shall be addressed by partnering with private developers for the construction of affordable rental properties. The City is aware that the construction of new affordable rental properties does not repair substandard rental properties. However, the availability of a new affordable option applies market pressure on the surrounding competing landlords, which would encourage property repair in order to remain marketable.

The City has planned a two-pronged approach of working with developers for the construction of affordable rental units and working with non-profits to provide job training, job placement, and employability skills training for those difficult to place residents. The City continually seeks opportunities to partner with developers to provide affordable rental products.

Additionally the City funds public services with CDBG funding that address underserved needs. The Youth Employment Services Program provides workforce development training, life and soft skills training, and employer-partner work-based learning opportunities to help unemployed youth ages 16-21 experiencing homelessness who reside at Covenant House Florida (CHF). Goodman Jewish Family Services helps those in desperate need by providing financial assistance when no other family member or community

resources are available, sufficient or appropriate. The Emergency Financial Assistance program is designed to be a one-time crisis intervention for help with basic needs. The program provides assistance with food, rent, utilities and more for seniors, families and individuals throughout Broward County.

Actions planned to foster and maintain affordable housing

The City uses CDBG, HOME, and SHIP funds to foster and maintain affordable housing, primarily through housing rehabilitation and affordable housing development.

An appropriate community development objective is to offer assistance to low- and moderate-income households to improve their housing to the minimum property standards, assist with structural and system repairs and provide housing replacement loans. This assistance serves a public purpose by improving the quality and stability of Hollywood's neighborhoods and its tax base. The City works with the Local CHDO, Liberia Economic & Social Development, Inc. to develop affordable housing with HOME funds.

Actions planned to reduce lead-based paint hazards

The City of Hollywood tests for lead in any housing project undertaken that includes an existing structure. Where identified the hazard is eliminated as appropriate to federal requirements. In addition, the resident is given information on the dangers of lead-based paint. All participants of City of Hollywood housing programs are given in-depth information on the hazards of lead-based paint. Each housing unit in the City of Hollywood housing programs is searched for the presence of lead-based paint. If lead-based paint is identified, it is abated.

For the housing rehab program, each eligible household is screened during the application process to determine if the project location/dwelling was built prior to 1978. The age of the house/year built will be determined by official County or City building and/or property record. All homes built prior to 1978 will be inspected by an EPA Certified consultant.. If lead hazards, above the HUD maximum allowable lead concentration, are reported the City will fund lead remediation/abatement as required by Title X of the Housing and Community Development Act of 1992 (24 CFR Part 35, subparts A-R), as amended June 21, 2004, through the applicable housing program. This regulation implements sections 1012 and 1013 which amend the Lead-Based Paint Poisoning Prevention Act of 1971. Section 1018 of this law directed HUD and EPA to require the disclosure of known information on lead-based paint and lead-based paint hazards before the sale or lease of most housing built before 1978. As such the City provides the EPA-approved pamphlet called "Protect Your Family From Lead In Your Home" to each eligible household residing in a dwelling built before 1978. The City also provides a copy of any known information concerning lead-based paint or lead-based paint hazards to the applicant/owner.

All properties that require lead-based paint abatement must pass clearance testing by an EPA Risk Assessment Certified firm after the abatement has been completed by an EPA Certified Renovator Firm. The firm that performs the abatement cannot perform the clearance testing.

Actions planned to reduce the number of poverty-level families

The City has invested in job training and job placement activities to diversify the career options of low- and moderate-income citizens.

The City of Hollywood takes actions to increase the earning power of poverty-level families by:

- Recruiting businesses to the City of Hollywood and encourage the hiring of Hollywood residents.
- Retaining businesses in Hollywood by having Economic Development staff periodically meet individually with business owners and responding expeditiously to business owner requests.
- Increasing the employability of Hollywood residents through funding job skills training, customer service training, and/or construction training.
- Early preparation of Hollywood youth through funding effective Early Learning Programs in Subsidized Childcare and After-school tutorials that focuses on Science, Technology, Engineering and Math.

Actions planned to develop institutional structure

The institutional structure surrounding the efforts of the City is well developed and multi-faceted. However, the need is outpacing the funding. Therefore, the City and its partners continue to seek additional funding sources and refining delivery efforts to serve the target populations.

Actions planned to enhance coordination between public and private housing and social service agencies

Historically, the City has sought to leverage the funding available with private entities wherever possible in the development of housing and the provision of services. In addition, the City encourages applicants for CDBG funding to secure additional funding sources.

As it has historically done, the City has sought to leverage the funding available with private entities wherever possible in the development of housing and the provision of services. No new development has taken place this year.

In addition, the City rewards applicants for CDBG funding that have secured matching funding for programs.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

This section describes the program specific requirements for the CDBG and HOME Programs. The City of Hollywood does not anticipate any program income generated from activities in the program year. 100% of CDBG funds are intended to benefit LMI residents.

The HOME program requires that a HOME investment be secured by a mechanism that ensures an affordability period for 5 to 15 years depending on the amount of investment. However, the City of Hollywood deferred loans are not forgiven and therefore exceed the HOME affordability limits.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

- 1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

State Housing Initiative Partnership Program funds and local funds resulting from an inter-local agreement between Broward County, the City of Hollywood, and the City of Hollywood CRA.

- 2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

The City will only use recapture guidelines and no resale. The City of Hollywood recaptures entire amount of investment. The amount subject to recapture is the direct subsidy received by the homebuyer.

Homebuyer Assistance - The City of Hollywood HOME assistance that enabled the homebuyer to buy the dwelling unit is determined to be any HOME assistance that reduced the purchase price from fair market value to an affordable price, but excludes the amount between the cost of producing the unit and the market value of the property (i.e., the development subsidy). The HOME assistance is secured by Deed Restriction and the City's Deferred Payment Promissory Note and Mortgage and is limited to the net proceeds available from the sale. Under the terms and conditions of the City's Deferred Payment Promissory Note and Mortgage, the debt is payable in full on the maturity date set forth in the Mortgage that is thirty years from the date of the signing or the Promissory Note and Mortgage. However at thirty (30) days prior to the maturity date, the mortgagee shall offer the mortgagor a refinancing option, pursuant to the same terms and conditions, so long as mortgagor has not defaulted on any terms or conditions set forth in the Mortgage. The local CHDO and any other subrecipient of HOME funds will follow City of Hollywood recapture guidelines. The City of Hollywood recaptures entire amount of investment.

- 3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:**

Housing Rehabilitation - The local CHDO and any other subrecipient of HOME funds will follow City of Hollywood recapture guidelines. The City of Hollywood HOME assistance is any HOME investment made to rehabilitate the property and is secured by Deed Restriction and the City's Deferred Payment Promissory Note and Mortgage. Under the terms and conditions of the City's Deferred Payment Promissory Note and Mortgage, the debt is payable in full on the maturity date set forth in the Mortgage that is thirty years from the date of the signing or the Promissory Note and Mortgage. However at thirty (30) days prior to the maturity date, the mortgagee shall offer the mortgagor a

refinancing option, pursuant to the same terms and conditions, so long as mortgagor has not defaulted on any terms or conditions set forth in the Mortgage. At maturity mortgagor is under no obligation to refinance the loan. Mortgagee may also require the principal balance of the loan to be due, in full, at any time prior to the maturity date in the event that mortgagor defaults on any term of the Mortgage including the house is sold, rented, ceases to be the primary residence of the buyer, transferred or conveyed or by any other means of title transference .The City may agree to subordinate its mortgage interest in situations where a new mortgage is required to restructure the debt. The City terms exceeds the affordability limits at 24 CFR 92.254. The City of Hollywood recaptures entire amount of investment.

Rental Development - The City of Hollywood HOME assistance is any HOME investment made to acquire or rehabilitate the property and is secured by Deed Restriction, Mortgage, and Note and is due and payable at which point the property is no longer being used as an affordable rental property. The HOME investment is not forgiven and therefore exceeds the affordability limits at 24 CFR 92.254

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

There are no plans to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds. However, the City of Hollywood does plan to refinance an existing debt when conducting a Housing Replacement activity as part of the rehabilitation program.

In the event that a home is not suitable rehabilitation and must be demolished and replaced, the City may find it necessary to refinance an existing private financial obligation. In those cases the repayment will be based on a calculation of 30% of the household's gross monthly income with a maximum term of 30 years. Any portion of principal loan amount not included in the payment structure will be deferred and subject to the provisions City's Deferred Payment Promissory Note and Mortgage.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

The City of Hollywood's planned TBRA activities will assist extremely low-, low- and moderate-income households as well as families with children, homeless persons, the chronically homeless, and persons with special needs (elderly, victims, and persons with a disability). The City does not have a preference for any specific category of households with needs.

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services

received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

The City of Hollywood does not have a specific preference for persons with a disability with HOME program funds. The City prioritizes low- to moderate-income individuals and families that have housing instability and are at risk of homelessness with its HOME program funds. As identified in the City's Consolidated Plan, those at highest risk of homelessness are extremely low-income households, chronically homeless, victims of domestic violence, the elderly and frail elderly, mentally ill, and persons with a disability. This preference is needed to narrow the gap in services for the City's most vulnerable groups as it will prevent households from becoming homeless so they can continue to work towards self-sustainability in a stable environment.

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

In accordance with 24 CFR 92.253(d)(3), an owner of rental housing assisted with HOME funds must comply with the affirmative marketing requirements established by the City of Hollywood (PJ) pursuant to 24 CFR 92.351(a). The owner of the rental housing project must adopt and follow written tenant selection policies and criteria, which include that it may give a preference to a particular segment of the population if permitted in its written agreement with the PJ such as persons with a disability or other special needs. However; at this time there is no limit to eligibility or preference given to any particular segment of the population with rental housing projects funded by the City's HOME program funds. HOME funds must however target low- to moderate-income households. The City does not discriminate and provides equal access to all eligible households.

1C-7

PHA MOVING ON PREFERENCE

Move Up MOUs With
City of Fort Lauderdale Housing Authority
Dania Beach Housing Authority

MEMORANDUM OF UNDERSTANDING – BCHSD TO END HOMELESSNESS

This Memorandum of Understanding (MOU) has been created and entered into on September 1, 2020 by and between the following parties in relation to the Homeless initiative referrals and resources

**The Housing Authority of the City of Fort Lauderdale (HACFL)
500 West Sunrise Boulevard
Fort Lauderdale, FL 33311**

&

**Broward County
Community Partnerships Division, Homeless Initiative Partnership Section (HIP)
115 South Andrews Avenue, A 370
Fort Lauderdale, FL 33301**

I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to coordinate the exchange of services and efforts to improve access to services in support of sustainable housing for non-elderly persons (ages 18-61) who meet the Housing and Urban Development (HUD) criteria of and who are participating in Broward County’s Homeless Continuum of Care (CoC) “Move Up” Program. The Move Up Program will assist those individuals and family households who have been residing in Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH) and Transitional Housing (TH) through the CoC’s transition to Mainstream Voucher Program (MVP). The MVP provides vouchers for low-income (80% of the median family income) households to help individuals and family households live independently in the community. The criteria are as follows:

- A) Have resided in a PSH, RRH, and TH project successfully and are at risk of being homeless in the absence of rental assistance; or
- B) Non-elderly persons with disabilities who are transitioning out of institutional, or other segregated settings, at serious risk of institutionalization, and currently a client in a PSH, RRH, and TH.

II. Roles of the HACFL and Broward County

HACFL’s Role:

1. The HACFL will accept referrals from Broward County’s Coordinated Entry and Assessment (CEA) staff for the purpose of transitioning individuals and family households residing in PSH, RRH, and TH to MVP.
2. The HACFL will administer the Mainstream Vouchers for housing non-elderly persons ages 18-61 with disabilities and their households.

3. HACFL will also assist non-elderly persons with disabilities who are transitioning out of institutional, or other segregated settings, at serious risk of institutionalization, in the referral and application processes and in the housing search.

Broward County’s Role:

1. Broward County’s HIP staff will coordinate referrals to HACFL from PSH, RRH, TH projects’ individual and family households’ listings within the CoC.
2. Ensure all referrals are made exclusively through the CoC CE, in accordance with the CoC’s Written Standards of Care Version 2, as directed by *HUD Coordinated Entry Notice published in July of 2018*. The Broward County CEA staff will provide training, if necessary.

III. HACFL and Broward County Staff Positions for MVP Liaison

The positions below will be responsible for the transmission and acceptance of Mainstream Voucher referrals.

Names and Titles of HACFL Staff:

Karen Watson – Intake Coordinator
kwatson@hacfl.com
(954) 556-4100, extension 1128

Choerline Cadet – Outreach Specialist
choerline.cadet@hacfl.com
(954) 556-4100, extension 1113

Names and Titles of Broward County CEA Staff:

Kavaja Sarduy – Human Services Manager
ksarduy@broward.org
(954) 357-5392

Kenisha Bryant – Project Coordinator
kbryant@broward.org
(954) 357-8078 Cell: (954) 243-0922

IV. Policies and Procedures

1. Parties will adhere to the policies and procedures outlined in the document “HACFL Administrative Plan and Mainstream Voucher Program FR-6300-N-43” and the CoC’s Written Standards of Care Version 2; as directed by *HUD Coordinated Entry Notice published in July of 2018*.

V. Responsibilities

Each party to this MOU is solely responsible for the acts and omissions of its employees, grantees, volunteers, and agents. By entering into this MOU, each party acknowledges that

nothing herein is intended to serve as a waiver of sovereign immunity by the parties nor shall anything included herein be construed as consent by the parties to be sued by third parties in any matter arising out of this MOU.

All parties respect the confidentiality of the individual and family households and adhere to communicate and correspond in secure mediums, subject to Chapter 119, Florida Statutes. The parties also agree to commit to provide services as specified in this MOU.

No party may discriminate on the basis of race, color, sex, religion, national origin, disability, age, marital status, political affiliation, sexual orientation, pregnancy, or gender identity and expression in the performance of this MOU.

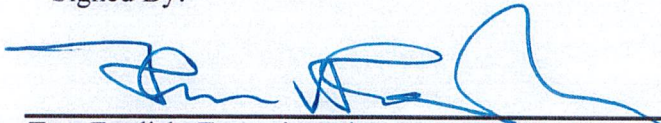
HACFL and Broward County will have a program evaluation plan describing how each will work with partner agencies to monitor the MVP and correct any programmatic issues. As well, HACFL and Broward County will establish a quarterly report, to be shared between partnering agencies and the Homeless CoC Advisory Board, which will provide the following information:

- Number of vouchers issued
- Units leased/families housed
- Utilization rate
- Other reports that may be necessary for reporting requirements

VI. Termination

This MOU can be terminated through written notice at any time with good cause and upon thirty (30) days' written notice to all parties involved. Written notice will be given via first class mail, hand delivery, or commercial overnight delivery, with a contemporaneous copy via email, to the addresses listed in this MOU. This MOU may also be terminated for convenience. Termination for convenience by a party shall be effective on the termination date stated in written notice provided by the party, which termination date will be not less than thirty (30) days after the date of such written notice.

Signed By:



Tam English, Executive Director, HACFL

9-30-2020

Date

Keith D. Bostick Digitally signed by Keith D. Bostick
Date: 2020.10.01 18:35:48 -04'00'

Keith Bostick Deputy Director, Human Services Department, Broward County

Date

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) has been created and entered into on
January 1, 2021 by and between the following parties in relation to the
Homeless initiative referrals and resources.

**The Dania Beach Housing Authority (DBHA)
1101 West Dania Beach Blvd, Ste 100
Dania Beach, FL 33004**

&

**Broward County
Community Partnerships Division, Homeless Initiative Partnership Section (HIP)
115 South Andrews Avenue, A 370
Fort Lauderdale, FL 33301**

I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to coordinate the exchange of services and efforts to improve access to services in support of sustainable housing for non-elderly persons (ages 18-61 years old) who meet the Housing and Urban Development (HUD) criteria of and who are participating in Broward County's Homelessness Continuum of Care (CoC) "Move Up" Program. The Move Up Program will assist those individuals and family households who have been residing in Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH), and Transitional Housing (TH) through the CoC's transition to Mainstream Voucher Program (MVP). The MVO provides vouchers for low-income (80% of the median family income), households to help individuals and family households live independently in the community. The criteria are as follows:

- A) Have resided in a PSH, RRH, and TH project successfully and are at risk of being homeless in the absence of rental assistance; or
- B) Non-elderly persons with disabilities who are transitioning out of institutional, or other segregated settings, at serious risk of institutionalization, and currently a client in a PSH, RRH, and TH.

II. Roles of DBHA and Broward County

DBHA's role:

1. The DBHA will accept referrals from Broward County's Coordinated Entry and Assessment (CAE) staff for the purpose of transitioning individuals and family households residing in PSH, RRH and TH to MVP.
2. The DBHA will administer the Mainstream Vouchers for housing non-elderly persons ages 18-61 years old with disabilities and their households.
3. DBHA will also assist non-elderly persons with disabilities who are transitioning out of institutional, or other segregated settings, at serious risk of institutionalization, in the referral and application processes and in the housing search using GoSection8.com.
4. The DBHA will be providing five (5) Mainstream vouchers and the Deerfield Housing Authority will be providing (5) Mainstream vouchers for a total of ten (10) vouchers. Dania Beach and Deerfield completed a joint application for Mainstream vouchers. Dania Beach receives the funding from HUD monthly for all vouchers. Dania Beach ports the Deerfield vouchers to that agency when they lease up and pays Deerfield the HAP and Administrative fees as part of the normal monthly financial process for ports under portability regulations.

Broward County's Role:

1. Broward County's HIP staff will coordinate referrals to DBHA from PSH, RRH, and TH projects' individual and family households' listings within the CoC.
2. Ensure all referrals are made exclusively through the CoC CE, in accordance with the CoC's Written Standards of Care Version 2, as directed by HUD Coordinated Entry Notice published in July of 2018. The Broward County CEA staff will provide training, if necessary.

III. DBHA and Broward County Staff Positions for MVP Liaison:

The positions below will be responsible for the transmission and acceptance of Mainstream Voucher referrals.

DBHA Staff:

Carla Pierson
Section 8 HCV Coordinator
cpiercion@daniabeachhousing.org
(954) 920-9662, ext. 107
(954) 920-9677. Fax

Broward County CEA Staff:

Kavaja Sarduy, M.S. – Human Services Manager
ksarduy@broward.org
(954) 357-5392

Dr. Kenisha Bryant – Program/ Project Coordinator
kbryant@broward.org
(954) 357-8078 (work)
(954) 243-0922 (cellular)

IV. Policies and Procedures

1. Parties will adhere to the policies in procedures outlined in the DBHA Administrative Plan, the HCV Mainstream Voucher Program, and FR-6300-N-43 as well as the CoC’s Written Standards of Care Version 2; as directed by the HUD Coordinated Entry Notice published in July of 2018.
2. Broward County HIP staff will ensure that the participants being referred meet the HUD standards for Mainstream vouchers under 24 CFR 982, including but not limited to age, income limits, head of house hold with qualified disability according to HUD definition of disability.

V. Responsibilities

Each party to this MOU is solely responsible for the acts and omissions of its employees, grantees, volunteers, and agents. By entering into this MOU, each party acknowledges that nothing herein is intended to serve as a waiver of sovereign immunity by the parties nor shall anything included herein be construed as consent by the parties to be sued by third parties in any matter arising out of this MOU.

All parties respect the confidentiality of the individual and family households and adhere to communicate and correspond in secure mediums subject to Chapter 119, Florida Statutes. The parties also agree to commit to provide service as specified in this MOU.

No party may discriminate on the basis of race, color, sex, religion, national origin, disability, age, marital status, political affiliation, sexual orientation, pregnancy, or gender identity and expression in the performance of this MOU.

DBHA and Broward County will have a program evaluation plan describing how each will work with partner agencies to monitor the MVP and correct and programmatic issues. As well, DBHA and Broward County will establish quarterly reports and reviews, to be share between partnering agencies and the Homeless CoC Advisory Board, which will provide the following information:

- Number of vouchers issued.

- Units leased/families housed.
- Utilization rate
- Other reports that may be necessary for reporting requirements.

VI. Termination

This MOU can be terminated through written notice at any time with good cause and upon thirty (30) days' written notice to all parties involved. Written notice will be given via first class mail, hand delivery, or commercial overnight delivery, with any contemporaneous copy via email, to the addresses listed in this MOU. This MOU may also be terminated for convenience, including lack of HUD funding. Termination for convenience by a party shall be effective on the termination date stated in the written notice provided by the party, which termination date will not be less than thirty (30) days after the date of such written notice.

Signed by:



1/11/2021

Anne Castro, Executive Director, DBHA

Date

Keith D. Bostick

Digitally signed by Keith D. Bostick

Date: 2021.02.18 18:26:19 -05'00'

Keith Bostick, Deputy Director, Human Services Department, Broward County

Date

September 27, 2024

Housing and Urban Development (HUD)

RE: Broward County FY 2024 and 2025 Continuum of Care Application

Dear Sir/Madam:

Please accept this letter in support of the Broward County FY 2024 and 2025 Continuum of Care Application. I currently sit on the Consumer Advocacy Committee and the CoC Board and submit this letter as a person with lived experience.

I support the Broward County CoC's priorities for serving people experiencing homelessness with severe service needs within the CoC.

Thank you.

Reniese L. McNeal

Sincerely,



Rebuilding Together Broward County, Inc.
901 NE 13th Street | Fort Lauderdale, FL 33304
Office: (954) 772-9945 | Fax: (954) 772-9946
www.rebuildingtogetherbroward.org
info@rebuildingtogetherbroward.org
EIN # 86-1065925

Mission:

*Repairing Homes,
Revitalizing Communities,
Rebuilding Lives.*

Board of Directors

Andrew Caksackkar
Florida Power and Light
Board Chair

Traci Miller
Miller Construction
Vice Chair

Don England
Weatherby Healthcare
Treasurer

Stefanie Salomon
Peckar & Abramson, P.C.
Secretary

Curtis Csonka
Pinnacle

Dwight Reed
Service Master Restore

Iris Saleh
Summit Fire & Safety

Elvira Smatt
Wells Fargo

Patty Tincher
Carrfour Supportive Housing

Robin Martin
Executive Director

September 27, 2024

Housing and Urban Development (HUD)
RE: Broward County FY 2024 and 2025 Continuum of Care Application

Dear Sir/Madam:

Please accept this letter in support of the Broward County FY 2024 and 2025 Continuum of Care Application. I currently sit on the Performance, Outcomes, Needs and Gaps Committee and the CoC Board and submit this letter as a person with lived experience.

As a teenager my family, mother and sister, experienced homelessness and I truly understand the impact that programs such as these provide for people in their times of need.

I support the Broward County CoC's priorities for serving people experiencing homelessness with severe service needs within the CoC.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to be "Robin Martin", written in a cursive style.

Robin Martin
Executive Director



October 25, 2024

Housing and Urban Development (HUD)

RE: Broward County FY 2024 and 2025 Continuum of Care Application

Dear Sir/Madam:

Please accept this letter in support of the Broward County FY 2024 and 2025 Continuum of Care Application. I currently sit on the United Way Board of Governors, Broward Behavioral Health Coalition and the CoC Board and submit this letter as a person with lived experience.

I support the Broward County CoC's priorities for serving people experiencing homelessness with severe service needs within the CoC.

Thank you.

Sincerely,

Susan Nyamora, MSW
President/CEO

1D-2a

HOUSING FIRST EVALUATION



**HUMAN SERVICES DEPARTMENT
HOUSING OPTIONS SOLUTIONS and SUPPORTS DIVISION**

Continuum of Care - 24 CFR Part 578

Agency:
Project Name:
Grant Agreement Number:

AGENCY OPERATIONS	Agency Performance	Notes
Agency Reporting Requirement	YES NO N/A	
Are invoices submitted according to contract schedule: by the required date ?		
Are invoices submitted according to contract schedule: with the correct required documents/attachments ?		
Are payments to subcontractors and suppliers with all necessary back up documentation is submitted with monthly invoices to Broward County?		
Are units of services consistent with contracted definitions and entered into the Homeless Mangement Information System?		
Are units of services verifiable and in HMIS and are entered timely ?		
Invoices provide adequate and correct supporting documentation for in-kind match? (If applicable)		
Are fiscal and number served utilization goals being met per quarter as per the contract scope and shell Contract?		
Was HMIS and the Annual Performance Report submitted to the CGA accurately and on time? (45 days after the end of the contract)?		
Client Service Reports Items Reviewed		
Were any grievances filed by Clients? If so, is there documented resolution in the Agency/ Client files?		
If so, is there documented resolution in the Agency/ Client files?		
The Contract Grants Administrator has documentation of the grievances and has reviewed them?		
Are quarterly Demographic/Performance, Narrative and Homeless Management Information System reports submitted on time and correctly? (as defined by the contract unit of service shell)		
Are all incident reports submitted to the CGA in accordance with the policy (Provider Handbook)?		
Was all necessary follow up completed?		
Are the applicable HMIS Data Quality Reports submitted on time?		
Are the HMIS Data Quality Reports correct and error rates lower than 3%?		
Was Point in Time Count / Housing Inventory Chart received on-time as per the request of the HMIS team?		

Agency Performance Requirements		
Is the number of participants currently being served consistent with the service number in the approved application or scope of service in the agreement? Subrecipient must serve at least as many program participants as shown in its application for assistance (24 CFR 578.51(h)(3)) or the scope of service in the agreements.		
Are beds fully occupied? If no, what is the bed utilization rate? (# of current beds utilized/# of program beds). Is there an Administrative CAP in place to address utilization? If not why?		
Programs not at capacity, have an Administrative CAP or the issue is clearly documented in the monthly call reports given to the provider.		
Are the performance outcomes being met? If not what are the barriers?		
Are the quarterly outcomes being pulled and validated by the provider in HMIS?		
Has there been any funding reallocation in the past two years? Has this funding been more than 10%? Is there an Administrative CAP in place?		
Conflict of Interest		
1. The agency has a general conflict-of-interest policy for staff and Board members. 24 CFR § 578.95(c); 24 CFR § 578.103(a)(11)		
Policies		
Does the agency have a written policy identifying the involvement of homeless/ formerly homeless individuals on the board of directors or other equivalent policy making entity? (24 CFR 578.75 (g)(1)-(2))		
Security Deposits		
If the grantee uses HCoC funds for security deposits, are the amounts of the deposits not in excess of two months' rent? 24 CFR § 578.49(b) and 578.51(a)		
Does the provider submit a letter to the landlord upon the rental agreement being executed that reviews the deposit requirements?		
Environmental Review		
Has the provider complied with environmental review requirements (Grantee will not acquire, rehabilitate, convert, lease, provide sponsor or project based rental assistance, repair, dispose of, demolish or construct property or expend HUD funds until an Environmental Review under 24 CFR part 50 has been completed and the grantee has received HUD approval of the property)? Is there a current Housing Quality Inspection? 24 CFR 578.31		
Housing First		
1. All providers must follow Housing First principles including: housing is not contingent on compliance with services; tenants may only be terminated for lease violations or failure to carry out obligations under Florida's Landlord and Tenant Act and may only be evicted from their units based on a valid court order; and services are provided post-housing placement to promote housing stability.		
2a. Does PSH project follow Housing First principles?		
2b. How is this evidenced in the client file (HMIS)?		

Confidentiality Policy (there needs to be a policy section and a practice section here).		
<p>1. The agency has written policies to ensure:</p> <ul style="list-style-type: none"> - Records containing protected identifying information of any individual/family receiving assistance will be kept confidential; - The location of any family violence project will not be made public, except with the written permission of the person responsible for operating the project; and - The location of any housing of any program participant will not be made public, except as provided in a preexisting privacy and as provided by law. <p>24 CFR § 578.103(b) (These policies are in addition to HMIS- related confidentiality/security requirements.)</p>		
Fair Housing and Equal Opportunity		
1. The agency has written nondiscrimination and equal opportunity policies that apply to housing and employment. 24 CFR § 578.93		
2. The agency follows all HUD Fair Housing Program Practices and has policies to support this?		
3. The agency has policies and procedures for providing reasonable accommodations and reasonable modifications for persons with disabilities. 24 CFR § 100.204(a), 28 CFR § 35.130(b)(7)		
Coordinated Entry System		
Does the project participate in the CoC Coordinated Entry System?		
Does the project participate in the By Name lists system of care?		
Does the provider respond to referrals from CEA in accordance with the Written Standards?		
Does the provider have excessive referral rejections (4 of more in a quarter?)		
Has there been any violations of the process with CEA this year? Was this formally addressed and if so how?		
Referrals From Other Systems of Care.		
Before accepting participants into CoC programs from the Mental Health, Foster Care, Correctional or Public Health Systems, providers will work to ensure that all other discharge options have been exhausted. Accepting a person directly from publicly funded institutions should only be considered if there are no other viable housing options and the person meets the eligibility criteria for the bed or unit.		
Does program monitored meet these conditions?		
If yes, how did the provider ensure these conditions are met prior to accepting participants from these publicly funded programs?		
Involuntary Separation of Families.		
The age and gender of a child under age 18 must not be used as a basis for denying any family's admission to a project or for separation when entering a project (projects serving families only). Does program being monitored meet these conditions? 24 CFR § 578.93.		

Record Retention		
Period of record retention: Are the records pertaining to the program participant's qualification for the CoC Program being retained for 5 years after the expenditure of all funds from the grant under which the program participant was served? (24 CFR 578.103(c)(1)) 24 CFR § 578.93		
Match Requirements		
Do invoices reflect eligible match and is there documentation for sources and uses of match funding?		
Did the Agency submit the accurate Memorandum of Understanding (MOU) for "In-kind" Services Match consistent with HUD requirements prior to the start of the project?		
Required Forms		
If this is a DCF Contract are all necessary required sub-recipient forms completed:		
Sub Recipients Document - HIPAA Requirements		
Does the provider meet the HIPAA requirements (see 5.4.) N/A if no PHI.		
Info Security Sub Recipients Questions		
Does the provider require all subcontractor employees with access to Department information to complete the latest Department security awareness training? (Yearly beginning July 1 of each calendar year).		
All employees who have the require access to Department information received a copy of CFOP 50-2, to comply with it, and to sign the DCF security agreement form CF-114 annually? (Annually is July 1 through June 30)		
Does the provider require that subcontractors notify the provider of any breach or potential breach of personal and confidential Departmental data, and is there a timeframe required so that the provider may in turn notify the Department within the 5 working day requirement in the DCF contract with the provider?		
Does the provider require that subcontractors notify affected parties of any breach or potential breach of personal and confidential Departmental data within the 45 day requirement?		
Does the provider require that subcontractors offer measures deemed appropriate by DCF to mitigate or avoid injury to any person as a result of the breach?		
Sub-Recipient Document - Lobbying we need to put all of the documents we are monitored on that we had to scramble for here.		
Does the sub-recipient require that the subcontractor may not use contract funds to influence state legislature, state agency, or judicial branch?		
If the subcontract includes federal funds, does the contract state no federal funds may be used by the subcontractor to influence legislation or appropriations at state or federal level?		
If the subcontract contains federal funds over \$100,000, prior to contract execution, subcontractor is required to complete Certification Regarding Lobbying form, and that if necessary, subcontractor will complete Disclosure of Lobbying Activities forms, and that all forms or documents required by the Certification Regarding Lobbying Form are provided to provider contract manager prior to contract execution.		

Sub Receipt Document - Federal Regs		
If the subcontract contains federal funds over \$100,000, subcontractor is required to comply with Section 306 of the Clean Air Act, (42 U.S.C. 7401 et seq.) as amended, Section 508 of the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.), Executive Order 11738, and EPA Regulations (2 CFR Part 1500).		
Does the subcontract prohibit employment of unauthorized aliens?(DCF JP003)		
Are the subcontractor employees performing under this contract required to have employment eligibility verification checked in E-Verify?		
If the subcontract contains federal funds, the provider shall comply with 2 CFR Part 200 - the Uniform Grant Guidance. Older references may appear to 45 CFR Part 74 or 45 CFR Part 92.		
If the subcontract contains federal funds and provides services to children up to age 18, the subcontract requires compliance with the Pro-Children Act of 1994 (20 U.S.C. 6081).		
Sub Recipients Document - Whistleblower's Act & Mandatory Reporting		
Subcontractor has a policy requirement that states the agency may not retaliate against an employee for reporting violations of law, rule, or regulation that create substantial and specific danger to the public's health, safety, or welfare to the appropriate agency?		
Did the subcontract include requirements for the subcontractor to inform its employees that they may file a complaint with the Office of Chief Inspector General, Agency Inspector General, the Florida Commission on Human Relations, or the Whistle-Blower's Hotline?		
Does the subcontract include requirements for mandatory reporting, requiring that subcontractor employees providing services under this contract are informed of requirement to report, that health and safety issues are reported to provider's contract manager, that other required incidents in CFOP 180-4 are reported to DCF IG?		
Support to the Deaf and Hard-of-Hearing Sub Recipients Questions		
If the subcontract provides direct client services, the provider has contractually required that subcontractors comply with Section 504 of the Rehabilitation Act of 1973, the ADA, and CFOP 60-10 Chapter 4.		
If the subcontract provides direct client services, the provider has contractually required that subcontractor direct service employees complete training for <u>Serving Customers who are Deaf or Hard of Hearing</u> and sign the Attestation of Understanding.		

Administrative Compliance		
Has the Agency's staff attended the required County's meetings and/or trainings?		
Does the Agency have a current organizational chart that shows agency positions and authority lines?		
Does the Agency comply with the County's Human Services Software Systems for client information as required per contract (HMIS) ?		
Did the Agency submit its COOP Plan as required in the contract by April 15, 2023?		
Is there a policy in place at the Agency to ensure that clients obtain adequate and essential referrals and linkages in order to maintain continuity of services?		
Has the Agency registered designated staff in AccessBroward to receive County alerts?		
Are incident reports submitted correctly and within the required timeframe?		
How are these tracked for follow up?		
Insurance/Risk Management and General		
Are the following insurance policies in place and have they been reported to the County prior to the expiration of previous policies?		
General Liability		
Professional Liability		
Workers' Compensation		
Auto coverage		
Is there a system for Continuous Quality Improvement (CQI)? (If applicable)		

HR Posting Compliance		
Are the following postings up to date and conspicuously displayed at the Agency:		
Florida State Required Posters: Anti-Fraud Notice, Florida Minimum Wage, Discrimination Notice, Unemployment Insurance/Compensation, Florida Equal Employment Opportunity, Workers' Compensation, Child Labor Law Summary of Work Hours.		
Federal Required Posters: Family and Medical Leave Act (FMLA), Equal Employment Opportunity (EEOC), Safety and Health in the Workplace (OSHA 3165)/Whistleblower, Fair Labor Standards Act (FLSA) Federal Minimum Wage, Uniform Services Employment and Re-Employment Rights Act (USERRA), Anti-Discrimination, Employee Polygraph Protection Act, includes Genetic Information Nondiscrimination Act (GINA), IRS Withholding Notice.		
Does the Agency post hotline numbers for employees to report cases of child abuse and/or elder abuse?		
HR Policies, Reporting, Attendance		
Does the Agency have the following Policies in place and up to date?		
Americans with Disabilities Act (ADA) Policy		
Equal Employment Opportunity Policy		
Non-discrimination policies for clients and employment		
Disadvantaged business enterprise		
Drug-free workplace policy		
HIPAA Policy		
Client rights Policy		
Does the Agency maintain secured files for employees and clients information?		
Does the Agency ensure that licensed staff have up to date credentials?		
Does the Agency have a written policy regarding Client confidentiality, safe storage and removal of Client records?		
Is there a written policy and procedure on how to resolve grievances?		
Does the Agency have guiding principles and standards that address racial equity in its service provision, individual care planning, and staff development?		
Does the Agency require training on child abuse and/or elder abuse reporting for staff and volunteers who serve children, the elderly, and other vulnerable populations? (If applicable)		

Personnel/Volunteer File Items Reviewed	Employee name	Employee name	Employee name
Do personnel files contain signed job applications or resume for all positions and volunteers and all relevant supporting A118:A127+A129 hiring paperwork (I-9 forms and/or e-Verify)?			
Is the Agency's employee background screening process consistent with hiring criteria outlined in Section 435, Florida Statutes?			
Is there a Level 2 criminal background check for each employee hired to provide direct services to children, the elderly, and vulnerable populations?			
Was this level II screening completed prior to the start date?			
For employees that transport clients, do their personnel files include evidence of a current driver's license and automobile insurance?			
Is there proof of education in the personnel file? (as appropriate)			
Does the Agency conduct pre-employment history of employment reference check(s) of applicants?			
Do personnel files contain employees' or volunteers receipt of established job descriptions including: qualifications, duties, reporting relationships and essential functions?			
Does the personnel files contain a signed document indicating employee or volunteer has received new staff orientation, understands personnel policies, infectious disease risk, provider's universal infection control procedures, standards of ethical conduct (including sexual harassment), abuse reporting procedures, and policies regarding client rights and confidentiality as outlined in the Employee Handbook? (If there is no Employee Handbook, please describe the Agency's process for new hire on-boarding.)			
Does the employee file show evidence that the annual performance evaluation was completed in a timely manner, signed and dated (by employee and supervisor)?			
Is there evidence of signed Conflict of Interest declaration for employee? (HUD Only)			
Do personnel files include other documentation as required by the provider and/or contractual terms & conditions? (If so, please specify in column E)			
Corrective Action Plan Follow-up		Notes	
The Agency have not had Corrective Action, Remedial Action or Administrative CAP in the past two years?			
If so, was the Corrective Action Plan resolved?			

Totals		
Yes	0	#DIV/0!
No	0	#DIV/0!
N/A	0	#DIV/0!
Totals	0	#DIV/0!
Total counted	0	#DIV/0!

Does the project comply with HUD's restriction on combining funds (i.e., In a single structure or housing unit, the following types of assistance may not be combined: Leasing and acquisition, rehabilitation, or new construction; Tenant-based rental assistance and acquisition, rehabilitation, or new construction; Short- or medium-term rental assistance and acquisition, rehabilitation, or new construction; Rental assistance and leasing; or Rental assistance and operating)?											
Was the check box selected in HMIS?											
Has the Agency ensured the Client applied for all benefits they may be entitled to receive? (SSI/SSDA/SSA/VA)											
How is this documented in HMIS? (ie SOAR Packet)											

Are there clearly defined methods for evaluating the level of outcome measure attainment? If so, specify what they are in column G.										
Is the data mined from HMIS appropriately?										
Are the levels of outcome attainment indicated on quarterly reports supported by site visit analysis?										
Are HMIS Data Quality Reports submitted quarterly ?										
Was HMIS Annual Homeless Performance Report received accurately and quarter?										
Was Point in Time Count / Housing Inventory Chart received accurately and on-time as requested by the HMIS TEAM?										
Corrective Action/Administrative Corective Action Plan Follow-up										
Corrective Action Plan submitted to the Administering Division within requested time frame										
Corrective Action Plan approved by HOSSD quality assurance section?										
Administrtrive Actions are resolved with in the documented required time frame?										
Corrective Action #1 satisfactorily resolved										
Maintenance of Correction Action										
Remedial Action #1 satisfactorily resolved										
Maintenance of Remedial Action										
Other identified issues satisfactorily resolved										
Termination of Assistance										
Review files of participants who have been terminated from the CoC shelter program. Has the provider met the criteria in the Written Standards for terminating services (provide formal due process, written copies of rules, written notice of termination with clear statement of reasons for terminating, opportunity to appeal decision, and receiving written notification of final decision)? CFR § 578.103(a)(7)(ii); 24 CFR § 578.91										
Was an exit completed in HMIS?										
Client Case Closures (Mark NA if client is in care)										
Does Client file contain a discharge plan and/or case closure summary, signed by all required parties and completed timely, per SDM?										
Is this documented in HMIS? Client files										
On-going Assessment of Supportive Services Needs										
Has the provider conducted on-going assessments of participant’s supportive services needs including the services needed, the availability of such services, and the coordination of services to ensure long-term housing stability? 24 CFR § 578.53(a)										
Is this documented in sampled client charts?										
Services for Permanent Supportive Housing										
Has the provider made supportive services available to meet the needs of program participants? 24 CFR § 578.37(a) required by HUD for PSH.										
Ineligible Costs										
Have any services been provided under ‘supportive services’ that are not specifically identified under 578.53(e)? Or have any services provided that exceed the scope of allowable services specified in 24 CFR §578.53?										
Total	0	0	0	0	0	#DIV/0!				

Does Client Files contain progress/case notes of client communication and progress made toward achieving treatment/housing plan goals within required timeframe as listed in the SDM and includes date of service, length of time spent with Client, person(s) included in the encounter, and summary of what was communicated? (If applicable)										
Are progress notes entered in client files within the required timeframe listed in the SDM?										
On-going Assessment of Supportive Services Needs										
Has the grantee conducted on-going assessments of participant's supportive services needs including the services needed, the availability of such services, and the coordination of services to ensure long-term housing stability? 24 CFR § 578.53(a)										
Has the clients housing intervention RRH or PSH been recertified in accordance with the Written Standards?										
Is this documented in sampled client charts/ HMIS?										
Services										
Has the provider demonstrated use of a progressive engagement model (i.e., starting with a small amount of assistance for the shortest period of time possible to help resolve homelessness then adding more resources, only as necessary, if the less intensive intervention is unsuccessful.)?										
Ineligible Costs										
Have any services been provided under 'supportive services' that are not specifically identified under 578.53(e)? Or have any services provided that exceed the scope of allowable services specified in 24 CFR §578.53 ?										
Termination of Assistance										
Review files of participants who have been terminated from the HCoC program. Has the provider met HUD requirements for terminating assistance (provide formal due process, written copies of rules, written notice of termination with clear statement of reasons for terminating, opportunity to appeal decision, and receiving written notification of final decision)? CFR § 578.103(a)(7)(ii); 24 CFR § 578.91										
Are there clear documentation of this?										
Client Case Closures (Mark NA if client is in care)										
Does Client file/HMIS contain a discharge plan and/or case closure summary, signed by all required parties and completed timely, per SDM?										
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>#DIV/0!</u>				

1E-2

LOCAL COMPETITION SCORING TOOL

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

As determined by the Department of Housing and Urban Development and the Continuum of Care Governance Board, community priority will be given to eligible projects in the following order: (1) Permanent Housing (PH) (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH)), (2) Joint Transitional Housing and Permanent Housing-Rapid Rehousing component (Joint TH and PH-RRH component), (3) Supportive Services Only (SSO) (4) Dedicated Homelessness Management Information System (HMIS).

All projects will be scored utilizing the following materials: e-Snaps Project Application; HUD CoC Annual Performance Report; 2021 Housing Inventory Count Report; Homeless Management Information System (HMIS); Agency Financials, and Agency Policies and Procedures. The Homeless Continuum of Care (“HCoC”) Advisory Board has decided to utilize the most recent APR information for the following date range: **Award Year 2021**.

Project Name:	
Organization Name:	Broward County
Project Type:	
Project Identifier:	
Section A: Threshold Met- (Yes/No)	
Section B: Project Financial- (20 pts)	
Section C: Project Performance- (50 pts)	
Section D: HMIS Data Quality- (20 pts)	
Section E: Annual Performance Elements- (20 pts)	
Total Score- (110 pts)	0
Tie Breaker: (If Required)	
0	
> Greater than	
< Less than	
>= Greater than or equal to	
<= Less than or equal to	

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

CoC Threshold Requirement	Definition
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant	Applicant participation in HCoC Board and committee meetings meets CoC requirements for a member in good standing. Participant this is defined by attendance at 55% of all committee meetings.
2. Applicant participates in Homeless Management Information Systems (“HMIS”)	Projects are required to participate in HMIS, unless the project is a victim-service agency or serving survivors of domestic violence, in accordance with the HMIS Data Standards and CHO agreement. The organization has an active CHO.
3. Coordinated Entry Participation	The project participates in the coordinated entry process and demonstrates compliance with the HCoC’s Coordinated Entry Policies and Procedures and HUD’s Coordinated Entry Notice.
4. Application is complete and data is accurate and consistent	All required information is completed, and all required attachments are provided. Data provided in response to different questions match.
5. Documented, secured minimum match	Applicant has written match commitments that satisfy CoC Program Rule requirements for source and amount according to HUD (25%). Must be uploaded into E-Snaps. What is uploaded in the E-Snaps must be reflected on the monthly invoice as match.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	
Organization Name:	Broward County
Project Type:	
Project Identifier:	0

Documented organizational financial stability : Applicant's financial statements for previous fiscal year demonstrates financial stability sufficient to support operation of the project during the next operating year. Results of the fiscal monitoring may be consulted.

Section A: Project Renewal Threshold Criteria

The Ranking Committee will review all projects to determine if they meet the following project eligibility and project quality threshold requirements on a pass/fail standard:

Project Eligibility Criteria	Yes/No	Threshold Met?
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant this is defined by attendance at 55% of all committee meetings	Yes	
2. Applicant participates in Homeless Management Information Systems (“HMIS”) as defined by an active Cover Homeless Organization (CHO) Agreement	Yes	
3. Projects are required to participate in Coordinated Entry, when it is available for the project type and in accordance with the Written Standards.	Yes	
4. Application is complete, and data is accurate and consistent: including Acceptable organizational audit/financial review is included. All attachments must be uploaded into E-Snaps for both CoC review and submission to HUD. If all attachments are not in E-Snaps the application may fail.	Yes	
5. Documented, secured minimum match - finance (25 % match cash or in kind)	Yes	

If 16 through 22 is YES please select YES, If not select NO

Broward Continuum of Care 2024 NOFO

Renewal Projects Scroing Overview

Project Name: 0

Organization Name: Broward County

Project Type: 0

Project Identifier: 0

Section C: Project Performance (50pts)

Measurement	Source	Data Collection	Total Points Possible	Score
PSH and RRH Housing Stability:	APR Table 23c- Exit Destination-All Persons	Universe: Clients that exited from the project during the grant year. If no one exited the project receives full points.	IF PSH or RRH Project	
Percentage of persons exiting to positive housing destinations			>= 95% = 10 pts	
			90% - 94%= 7 pts	
			89% - 85% = 5pts Below 85% = 0 pts	
TH Housing Stability:			IF TH Project	
% of persons who exited to a positive housing destination			>= 95% = 10 pts	
	90% - 94% = 7 pts			
	89% - 85 % = 5 Below - 85% = 0 pts			
Average time participants spend from project entry to residential move in.	APR Table 22c - Length of Time between Project Start Date and Housing Move-in Date Average length of time to housing	Universe: Clients who were housed during the 2021 Award Period	Less than 90 Days = 10 points 91 to 120 days = 7 Points 120 days to 140 days = 5 points More than 140 days = 0 points	

<p>Increase in total income for adult system stayers during the reporting period.</p>	<p>APR: Table 19a1- Client Cash Income Change - Income Source by Start and Latest Status. Number of Adults with Any Income (i.e., Total Income) Table 19a1: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult stayers where the head of household has been in the project 365 days or more, with Income and Sources at start and at Annual Assessment.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	
<p>Increases in total income for adult system leavers during the reporting period.</p>	<p>APR: Table 19a2- Client Cash Income Change - Income Source by Start and Exit APR: Table 19a2: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult leavers with Income and Sources at start and exit.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	
<p>Serve High Needs Population Percent of participants entering project from a place not meant for human habitation</p>	<p>APR: Table 15- Living Situation *Manual Calculation* <i>Place not meant for habitation</i> Total/Number of Without Childrens then multiplied by 100 to get % (52/49=0.948* 100= 94% ?</p>	<p>Universe: Adults and heads of household active in the report date range.</p>	<p>More than 70% 10 points More than 60 % 7 points More than 50% 5 points</p>	
Total Points				0

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

Project Name:	0
Organization Name:	Broward County
Project Type:	0
Project Identifier:	0

Section D: HMIS Data Quality (20pts)

Measurement	Report	Data Collection	Total Points Possible	Score
Data Quality: Personal Identifiable Information	<u>APR 6a Data Quality</u> Personally Identifiable Information: Overall Score	<u>Overall Score</u> : % of Issue Rate	0.00% = 5 pts	
			0.01% - 3.00% = 3pts	
			3.01% or more = 0 pts	
Data Quality: Universal Data Elements: Relationship to Head of Household	<u>APR 6b Data Quality</u> : Universal Data Elements	<u>Relationship to Head of Household (3.15)</u> : % of Issue Rate	0.00% = 5 pts	
			0.01% - 3.00% = 3 pts	
			>= 3.01% = 0 pts	
Data Quality: Income and Housing Data quality	<u>APR 6c Data Quality</u> : Income & Housing Data Quality	<u>Income and Sources (4.02) at Start</u> : % of Issue Rate	0% = 5 Points 1% - 3% = 3 Pts 4% or more = 0 Pts	
Data Quality : Timeliness	<u>APR 6e Data Quality</u> : Timeliness	Time For Record Entry Number of Project Start Records Number of Project Exit Records This will be reviewed together	Only records 0-3 days = 5 Pts Any records 4 days or more= 0 pts	
Total Points				0

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	0
Organization Name:	Broward County
Project Type:	0
Project Identifier:	0

Section E: Annual Performance Elements (20 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
Annual Monitoring	Annual Monitoring Report		No findings = 10 points One finding = 7 points Two findings or more = 5 points	
Quarterly Outcomces	Quarterly Outcome Report		Met all outcomes for the year = 10 pts Met 2 of 3 outcomes for the year = 5 Pts	
Total Points				0

Total Maximum Possible Points for Renewal Project = 110

Note: There is a spearate questions for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	0
Organization Name:	Broward County
Project Type:	0
Project Identifier:	0

Bonus Point Section (10 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
Utilization	Budget	Utilization: Least amount of money remaining at the end of the year		

Total Points	0
--------------	---

Total Maximum Possible Points for Renewal Project = 110
 Note: This is a separate question for Tie Breakers that will be used.

1E-2a

SCORED FORMS FOR ONE PROJECT

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

As determined by the Department of Housing and Urban Development and the Continuum of Care Governance Board, community priority will be given to eligible projects in the following order: (1) Permanent Housing (PH) (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH)), (2) Joint Transitional Housing and Permanent Housing-Rapid Rehousing component (Joint TH and PH-RRH component), (3) Supportive Services Only (SSO-) (4) Dedicated Homelessness Management Information System (HMIS).

All projects will be scored utilizing the following materials: e-Snaps Project Application; HUD CoC Annual Performance Report; 2021 Housing Inventory Count Report; Homeless Management Information System (HMIS); Agency Financials, and Agency Policies and Procedures. The Homeless Continuum of Care (“HCoC”) Advisory Board has decided to utilize the most recent APR information for the following date range: **Award Year 2021**.

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024
Section A: Threshold Met- (Yes/No)	Yes
Section B: Project Financial- (20 pts)	5
Section C: Project Performance- (50 pts)	50
Section D: HMIS Data Quality- (20 pts)	20
Section E: Annual Performance Elements- (20 pts)	20
Total Score- (110 pts)	95
Tie Breaker: (If Required)	0
> Greater than	
< Less than	
>= Greater than or equal to	

<= Less than or equal to

Final Tally

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

CoC Threshold Requirement	Definition
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant	Applicant participation in HCoC Board and committee meetings meets CoC requirements for a member in good standing. Participant this is defined by attendance at 55% of all committee meetings.
2. Applicant participates in Homeless Management Information Systems (“HMIS”)	Projects are required to participate in HMIS, unless the project is a victim-service agency or serving survivors of domestic violence, in accordance with the HMIS Data Standards and CHO agreement. The organization has an active CHO.
3. Coordinated Entry Participation	The project participates in the coordinated entry process and demonstrates compliance with the HCoC’s Coordinated Entry Policies and Procedures and HUD’s Coordinated Entry Notice.
4. Application is complete and data is accurate and consistent	All required information is completed, and all required attachments are provided. Data provided in response to different questions match.
5. Documented, secured minimum match	Applicant has written match commitments that satisfy CoC Program Rule requirements for source and amount according to HUD (25%). Must be uploaded into E-Snaps. What is uploaded in the E-Snaps must be reflected on the monthly invoice as match.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Documented organizational financial stability : Applicant's financial statements for previous fiscal year demonstrates financial stability sufficient to support operation of the project during the next operating year. Results of the fiscal monitoring may be consulted.

Section A: Project Renewal Threshold Criteria

The Ranking Committee will review all projects to determine if they meet the following project eligibility and project quality threshold requirements on a pass/fail standard:

Project Eligibility Criteria	Yes/No	Threshold Met?
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant this is defined by attendance at 55% of all committee meetings	Yes	YES
2. Applicant participates in Homeless Management Information Systems (“HMIS”) as defined by an active Cover Homeless Organization (CHO) Agreement	Yes	
3. Projects are required to participate in Coordinated Entry, when it is available for the project type and in accordance with the Written Standards.	Yes	
4. Application is complete, and data is accurate and consistent: including Acceptable organizational audit/financial review is included. All attachments must be uploaded into E-Snaps for both CoC review and submission to HUD. If all attachments are not in E-Snaps the application may fail.	Yes	
5. Documented, secured minimum match - finance (25 % match cash or in kind)	Yes	

If 16 through 22 is YES please select YES, If not select NO

YES

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section B: Project Proformance (20pts)

Financials	Utilization Balance Tracking sheet	Expended Grant Funds (2021 Award)	>= 95% = 10 pts 90% - 94% = 5 points < 90% = 0 pts	5
		Expended Subtotal / Applicable Total Expenses plus Admin		
		Balance tracking sheet is used to determine utilization based on invoices submitted.		
		<i>If expended grant funds are equal to or greater than 95% of grant funds, then project will receive 10 points. 90% would receive 5 points Otherwise, zero points will be awarded.</i>		
Budget Criteria	CoC Project Application	Project is Cost Effective (2021 Award)	10 pts = Individual \$2,200	0
	Fiscal	Project is Cost Effective (2021 Award) Considered Elements: Average Cost for individual & Family	10 Pts – Family (2) \$3,400 5 Pts Individual = \$2,500 5 Pts Family = \$3,700	
Total Points				5

Broward Continuum of Care 2024 NOFO

Renewal Projects Scroing Overview

Project Name: BPHI V PERMANENT SUPPORTIVE HOUSING 2024

Organization Name: BROWARD COUNTY

Project Type: PSH

Project Identifier: BROWARD PARTNERSHIP HOUSING V 2024

Section C: Project Performance (50pts)

Measurement	Source	Data Collection	Total Points Possible	Score
PSH and RRH Housing Stability:	APR Table 23c- Exit Destination-All Persons	Universe: Clients that exited from the project during the grant year. If no one exited the project receives full points.	IF PSH or RRH Project	10
Percentage of persons exiting to positive housing destinations			>= 95% = 10 pts	
			90% - 94%= 7 pts	
			89% - 85% = 5pts Below 85% = 0 pts	
TH Housing Stability:			IF TH Project	
% of persons who exited to a positive housing destination			>= 95% = 10 pts	
	90% - 94% = 7 pts			
	89% - 85 % = 5 Below - 85% = 0 pts			
Average time participants spend from project entry to residential move in.	APR Table 22c - Length of Time between Project Start Date and Housing Move-in Date Average length of time to housing	Universe: Clients who were housed during the 2021 Award Period	Less than 90 Days = 10 points 91 to 120 days = 7 Points 120 days to 140 days = 5 points More than 140 days = 0 points	10

<p>Increase in total income for adult system stayers during the reporting period.</p>	<p>APR: Table 19a1- Client Cash Income Change - Income Source by Start and Latest Status. Number of Adults with Any Income (i.e., Total Income) Table 19a1: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult stayers where the head of household has been in the project 365 days or more, with Income and Sources at start and at Annual Assessment.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Increases in total income for adult system leavers during the reporting period.</p>	<p>APR: Table 19a2- Client Cash Income Change - Income Source by Start and Exit APR: Table 19a2: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult leavers with Income and Sources at start and exit.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Serve High Needs Population Percent of participants entering project from a place not meant for human habitation</p>	<p>APR: Table 15- Living Situation *Manual Calculation* <i>Place not meant for habitation</i> Total/Number of Without Childrens then multiplied by 100 to get % (52/49=0.948* 100= 94% ?</p>	<p>Universe: Adults and heads of household active in the report date range. 100%</p>	<p>More than 70% 10 points More than 60 % 7 points More than 50% 5 points</p>	<p>10</p>
<p>Total Points</p>				<p>50</p>

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name: **BPHI V PERMANENT SUPPORTIVE HOUSING 2024**
 Organization Name: **BROWARD COUNTY**
 Project Type: **PSH**
 Project Identifier: **BROWARD PARTNERSHIP HOUSING V 2024**

Section D: HMIS Data Quality (20pts)

Measurement	Report	Data Collection	Total Points Possible	Score
Data Quality: Personal Identifiable Information	<u>APR 6a Data Quality</u> Personally Identifiable Information: Overall Score	<u>Overall Score</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3pts	
			3.01% or more = 0 pts	
Data Quality: Universal Data Elements: Relationship to Head of Household	<u>APR 6b Data Quality</u> : Universal Data Elements	<u>Relationship to Head of Household (3.15)</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3 pts	
			>= 3.01% = 0 pts	
Data Quality: Income and Housing Data quality	<u>APR 6c Data Quality</u> : Income & Housing Data Quality	<u>Income and Sources (4.02) at Start</u> : % of Issue Rate	0% = 5 Points 1% - 3% = 3 Pts 4% or more = 0 Pts	5
Data Quality : Timeliness	<u>APR 6e Data Quality</u> : Timeliness	Time For Record Entry Number of Project Start Records Number of Project Exit Records This will be reviewed together	Only records 0-3 days = 5 Pts Any records 4 days or more= 0 pts	5
Total Points				20

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section E: Annual Performance Elements (20 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
Annual Monitoring	Annual Monitoring Report		No findings = 10 points One finding = 7 points Two findings or more = 5 points	10
Quarterly Outcomes	Quarterly Outcome Report	FY Results Row z: 2 of 2, 1 N/A	Met all outcomes for the year = 10 pts Met 2 of 3 outcomes for the year = 5 Pts	10
Total Points				20

Total Maximum Possible Points for Renewal Project = 110

Note: There is a separate questions for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Bonus Point Section (10 Possible Points)				
Measurement	Source	Scoring Values:	Total Points Possible	Score
Utilization	Budget	Utilization: Least amount of money remaining at the end of the year		
Total Points				0

Total Maximum Possible Points for Renewal Project = 110
 Note: This is a separate question for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

As determined by the Department of Housing and Urban Development and the Continuum of Care Governance Board, community priority will be given to eligible projects in the following order: (1) Permanent Housing (PH) (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH)), (2) Joint Transitional Housing and Permanent Housing-Rapid Rehousing component (Joint TH and PH-RRH component), (3) Supportive Services Only (SSO-) (4) Dedicated Homelessness Management Information System (HMIS).

All projects will be scored utilizing the following materials: e-Snaps Project Application; HUD CoC Annual Performance Report; 2021 Housing Inventory Count Report; Homeless Management Information System (HMIS); Agency Financials, and Agency Policies and Procedures. The Homeless Continuum of Care (“HCoC”) Advisory Board has decided to utilize the most recent APR information for the following date range: **Award Year 2021**.

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024
Section A: Threshold Met- (Yes/No)	YES
Section B: Project Financial- (20 pts)	5
Section C: Project Performance- (50 pts)	50
Section D: HMIS Data Quality- (20 pts)	20
Section E: Annual Performance Elements- (20 pts)	20
Total Score- (110 pts)	95
Tie Breaker: (If Required)	0
> Greater than	
< Less than	
>= Greater than or equal to	

<= Less than or equal to

Reviewer: Jacob Toner

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

CoC Threshold Requirement	Definition
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant	Applicant participation in HCoC Board and committee meetings meets CoC requirements for a member in good standing. Participant this is defined by attendance at 55% of all committee meetings.
2. Applicant participates in Homeless Management Information Systems (“HMIS”)	Projects are required to participate in HMIS, unless the project is a victim-service agency or serving survivors of domestic violence, in accordance with the HMIS Data Standards and CHO agreement. The organization has an active CHO.
3. Coordinated Entry Participation	The project participates in the coordinated entry process and demonstrates compliance with the HCoC’s Coordinated Entry Policies and Procedures and HUD’s Coordinated Entry Notice.
4. Application is complete and data is accurate and consistent	All required information is completed, and all required attachments are provided. Data provided in response to different questions match.
5. Documented, secured minimum match	Applicant has written match commitments that satisfy CoC Program Rule requirements for source and amount according to HUD (25%). Must be uploaded into E-Snaps. What is uploaded in the E-Snaps must be reflected on the monthly invoice as match.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Documented organizational financial stability : Applicant's financial statements for previous fiscal year demonstrates financial stability sufficient to support operation of the project during the next operating year. Results of the fiscal monitoring may be consulted.

Section A: Project Renewal Threshold Criteria

The Ranking Committee will review all projects to determine if they meet the following project eligibility and project quality threshold requirements on a pass/fail standard:

Project Eligibility Criteria	Yes/No	Threshold Met?
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant this is defined by attendance at 55% of all committee meetings	Yes	YES
2. Applicant participates in Homeless Management Information Systems (“HMIS”) as defined by an active Cover Homeless Organization (CHO) Agreement	Yes	
3. Projects are required to participate in Coordinated Entry, when it is available for the project type and in accordance with the Written Standards.	Yes	
4. Application is complete, and data is accurate and consistent: including Acceptable organizational audit/financial review is included. All attachments must be uploaded into E-Snaps for both CoC review and submission to HUD. If all attachments are not in E-Snaps the application may fail.	Yes	
5. Documented, secured minimum match - finance (25 % match cash or in kind)	Yes	

If 16 through 22 is YES please select YES, If not select NO

YES

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section B: Project Proformance (20pts)

Financials	Utilization Balance Tracking sheet	Expended Grant Funds (2021 Award)	>= 95% = 10 pts 90% - 94% = 5 points < 90% = 0 pts	5
		Expended Subtotal / Applicable Total Expenses plus Admin		
		Balance tracking sheet is used to determine utilization based on invoices submitted.		
		<i>If expended grant funds are equal to or greater than 95% of grant funds, then project will receive 10 points. 90% would receive 5 points Otherwise, zero points will be awarded.</i>		
Budget Criteria	CoC Project Application	Project is Cost Effective (2021 Award)	10 pts = Individual \$2,200	0
	Fiscal	Project is Cost Effective (2021 Award) Considered Elements: Average Cost for individual & Family	10 Pts – Family (2) \$3,400 5 Pts Individual = \$2,500 5 Pts Family = \$3,700	
Total Points				5

Broward Continuum of Care 2024 NOFO

Renewal Projects Scroing Overview

Project Name: BPHI V PERMANENT SUPPORTIVE HOUSING 2024

Organization Name: BROWARD COUNTY

Project Type: PSH

Project Identifier: BROWARD PARTNERSHIP HOUSING V 2024

Section C: Project Performance (50pts)

Measurement	Source	Data Collection	Total Points Possible	Score
PSH and RRH Housing Stability:	APR Table 23c- Exit Destination-All Persons	Universe: Clients that exited from the project during the grant year. If no one exited the project receives full points.	IF PSH or RRH Project	10
Percentage of persons exiting to positive housing destinations			>= 95% = 10 pts	
			90% - 94%= 7 pts	
			89% - 85% = 5pts Below 85% = 0 pts	
TH Housing Stability:			IF TH Project	
% of persons who exited to a positive housing destination			>= 95% = 10 pts	
	90% - 94% = 7 pts			
	89% - 85 % = 5 Below - 85% = 0 pts			
Average time participants spend from project entry to residential move in.	APR Table 22c - Length of Time between Project Start Date and Housing Move-in Date Average length of time to housing	Universe: Clients who were housed during the 2021 Award Period	Less than 90 Days = 10 points 91 to 120 days = 7 Points 120 days to 140 days = 5 points More than 140 days = 0 points	10

<p>Increase in total income for adult system stayers during the reporting period.</p>	<p>APR: Table 19a1- Client Cash Income Change - Income Source by Start and Latest Status. Number of Adults with Any Income (i.e., Total Income) Table 19a1: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult stayers where the head of household has been in the project 365 days or more, with Income and Sources at start and at Annual Assessment.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Increases in total income for adult system leavers during the reporting period.</p>	<p>APR: Table 19a2- Client Cash Income Change - Income Source by Start and Exit APR: Table 19a2: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult leavers with Income and Sources at start and exit.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Serve High Needs Population Percent of participants entering project from a place not meant for human habitation</p>	<p>APR: Table 15- Living Situation *Manual Calculation* <i>Place not meant for habitation</i> Total/Number of Without Childrens then multiplied by 100 to get % (52/49=0.948* 100= 94% ?</p>	<p>Universe: Adults and heads of household active in the report date range.</p>	<p>More than 70% 10 points More than 60 % 7 points More than 50% 5 points</p>	<p>10</p>
<p>Total Points</p>				<p>50</p>

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section D: HMIS Data Quality (20pts)

Measurement	Report	Data Collection	Total Points Possible	Score
Data Quality: Personal Identifiable Information	<u>APR 6a Data Quality</u> Personally Identifiable Information: Overall Score	<u>Overall Score</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3pts	
			3.01% or more = 0 pts	
Data Quality: Universal Data Elements: Relationship to Head of Household	<u>APR 6b Data Quality</u> : Universal Data Elements	<u>Relationship to Head of Household (3.15)</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3 pts	
			>= 3.01% = 0 pts	
Data Quality: Income and Housing Data quality	<u>APR 6c Data Quality</u> : Income & Housing Data Quality	<u>Income and Sources (4.02) at Start</u> : % of Issue Rate	0% = 5 Points 1% - 3% = 3 Pts 4% or more = 0 Pts	5
Data Quality : Timeliness	<u>APR 6e Data Quality</u> : Timeliness	Time For Record Entry Number of Project Start Records Number of Project Exit Records This will be reviewed together	Only records 0-3 days = 5 Pts Any records 4 days or more= 0 pts	5
Total Points				20

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section E: Annual Performance Elements (20 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
Annual Monitoring	Annual Monitoring Report		No findings = 10 points One finding = 7 points Two findings or more = 5 points	10
Quarterly Outcomces	Quarterly Outcome Report		Met all outcomes for the year = 10 pts Met 2 of 3 outcomes for the year = 5 Pts	10
Total Points				20

Total Maximum Possible Points for Renewal Project = 110

Note: There is a spearate questions for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Bonus Point Section (10 Possible Points)				
Measurement	Source	Scoring Values:	Total Points Possible	Score
Utilization	Budget	Utilization: Least amount of money remaining at the end of the year		
Total Points				0

Total Maximum Possible Points for Renewal Project = 110
 Note: This is a separate question for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

As determined by the Department of Housing and Urban Development and the Continuum of Care Governance Board, community priority will be given to eligible projects in the following order: (1) Permanent Housing (PH) (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH), (2) Joint Transitional Housing and Permanent Housing-Rapid Rehousing component (Joint TH and PH-RRH component), (3) Supportive Services Only (SSO) (4) Dedicated Homelessness Management Information System (HMIS).

All projects will be scored utilizing the following materials: e-Snaps Project Application; HUD CoC Annual Performance Report; 2021 Housing Inventory Count Report; Homeless Management Information System (HMIS); Agency Financials, and Agency Policies and Procedures. The Homeless Continuum of Care (“HCoC”) Advisory Board has decided to utilize the most recent APR information for the following date range: Award Year 2021.

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024
Section A: Threshold Met- (Yes/No)	Yes
Section B: Project Financial- (20 pts)	5
Section C: Project Performance- (50 pts)	50
Section D: HMIS Data Quality- (20 pts)	20
Section E: Annual Performance Elements- (20 pts)	20
Total Score- (110 pts)	95
Tie Breaker: (If Required)	
> Greater than	
< Less than	
>= Greater than or equal to	
<= Less than or equal to	

0

Reviewer: Racheal Williams

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

CoC Threshold Requirement	Definition
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant	Applicant participation in HCoC Board and committee meetings meets CoC requirements for a member in good standing. Participant this is defined by attendance at 55% of all committee meetings.
2. Applicant participates in Homeless Management Information Systems (“HMIS”)	Projects are required to participate in HMIS, unless the project is a victim-service agency or serving survivors of domestic violence, in accordance with the HMIS Data Standards and CHO agreement. The organization has an active CHO.
3. Coordinated Entry Participation	The project participates in the coordinated entry process and demonstrates compliance with the HCoC’s Coordinated Entry Policies and Procedures and HUD’s Coordinated Entry Notice.
4. Application is complete and data is accurate and consistent	All required information is completed, and all required attachments are provided. Data provided in response to different questions match.
5. Documented, secured minimum match	Applicant has written match commitments that satisfy CoC Program Rule requirements for source and amount according to HUD (25%). Must be uploaded into E-Snaps. What is uploaded in the E-Snaps must be reflected on the monthly invoice as match.

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Documented organizational financial stability : Applicant's financial statements for previous fiscal year demonstrates financial stability sufficient to support operation of the project during the next operating year. Results of the fiscal monitoring may be consulted.

Section A: Project Renewal Threshold Criteria

The Ranking Committee will review all projects to determine if they meet the following project eligibility and project quality threshold requirements on a pass/fail standard:

Project Eligibility Criteria	Yes/No	Threshold Met?
1. Applicant is an active Homeless Continuum of Care ("HCoC") Participant this is defined by attendance at 55% of all committee meetings	Yes	Yes
2. Applicant participates in Homeless Management Information Systems ("HMIS") as defined by an active Cover Homeless Organization (CHO) Agreement	Yes	
3. Projects are required to participate in Coordinated Entry, when it is available for the project type and in accordance with the Written Standards.	Yes	
4. Application is complete, and data is accurate and consistent: including Acceptable organizational audit/financial review is included. All attachments must be uploaded into E-Snaps for both CoC review and submission to HUD. If all attachments are not in E-Snaps the application may fail.	Yes	
5. Documented, secured minimum match - finance (25 % match cash or in kind)	Yes	
If 16 through 22 is YES please select YES, If not select NO		Yes

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section B: Project Performance (20pts)

Financials	Utilization Balance Tracking sheet	Expended Grant Funds (2021 Award)	>= 95% = 10 pts 90% - 94% = 5 points < 90% = 0 pts	5
		Expended Subtotal / Applicable Total Expenses plus Admin		
		Balance tracking sheet is used to determine utilization based on invoices submitted.		
		<i>If expended grant funds are equal to or greater than 95% of grant funds, then project will receive 10 points. 90% would receive 5 points Otherwise, zero points will be awarded.</i>		
Budget Criteria	CoC Project Application	Project is Cost Effective (2021 Award)	10 pts = Individual \$2,200	0
	Fiscal	Project is Cost Effective (2021 Award) Considered Elements: Average Cost for individual & Family	10 Pts – Family (2) \$3,400 5 Pts Individual = \$2,500 5 Pts Family = \$3,700	
Total Points				5

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section C: Project Performance (50pts)

Measurement	Source	Data Collection	Total Points Possible	Score
PSH and RRH Housing Stability:			IF PSH or RRH Project	
Percentage of persons exiting to positive housing destinations	APR Table 23c- Exit Destination-All Persons	Universe: Clients that exited from the project during the grant year. If no one exited the project receives full points.	>= 95% = 10 pts	
			90% - 94%= 7 pts 89% - 85% = 5pts Below 85% = 0 pts	
TH Housing Stability:			IF TH Project	
% of persons who exited to a positive housing destination			>= 95% = 10 pts	10
			90% - 94% = 7 pts 89% - 85 % = 5 Below - 85% = 0 pts	
Average time participants spend from project entry to residential move in.	APR Table 22c - Length of Time between Project Start Date and Housing Move-in Date Average length of time to housing	Universe: Clients who were housed during the 2021 Award Period	Less than 90 Days = 10 points 91 to 120 days = 7 Points 120 days to 140 days = 5 points More than 140 days = 0 points	10
Increase in total income for adult system stayers during the reporting period.	APR: Table 19a1- Client Cash Income Change - Income Source - by Start and Latest Status. Number of Adults with Any Income (i.e., Total Income) Table 19a1: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)	Universe: All adult stayers where the head of household has been in the project 365 days or more, with Income and Sources at start and at Annual Assessment.	>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points	10
Increases in total income for adult system leavers during the reporting period.	APR: Table 19a2- Client Cash Income Change - Income Source - by Start and Exit APR: Table 19a2: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)	Universe: All adult leavers with Income and Sources at start and exit.	>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points	10
Serve High Needs Population Percent of participants entering project from a place not meant for human habitation	APR: Table 15- Living Situation *Manual Calculation* Place not meant for habitation Total/Number of Without Childrens then multiplied by 100 to get % (52/49=0.948* 100= 94% ?	Universe: Adults and heads of household active in the report date range.	More than 70% 10 points More than 60 % 7 points More than 50% 5 points	10
Total Points				50

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section D: HMIS Data Quality (20pts)

Measurement	Report	Data Collection	Total Points Possible	Score
Data Quality: Personal Identifiable Information	APR 6a Data Quality Personally Identifiable Information: Overall Score	Overall Score: % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3pts	
			3.01% or more = 0 pts	
Data Quality: Universal Data Elements: Relationship to Head of Household	APR 6b Data Quality: Universal Data Elements	Relationship to Head of Household (3.15): % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3 pts	
			>= 3.01% = 0 pts	
Data Quality: Income and Housing Data quality	APR 6c Data Quality: Income & Housing Data Quality	Income and Sources (4.02) at Start: % of Issue Rate	0% = 5 Points 1% - 3% = 3 Pts 4% or more = 0 Pts	5
Data Quality : Timeliness	APR 6e Data Quality: Timeliness	Time For Record Entry Number of Project Start Records Number of Project Exit Records This will be reviewed together	Only records 0-3 days = 5 Pts Any records 4 days or more= 0 pts	5
Total Points				20

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section E: Annual Performance Elements (20 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
Annual Monitoring	Annual Monitoring Report		No findings = 10 points One finding = 7 points Two findings or more = 5 points	10
Quarterly Outcomes	Quarterly Outcome Report		Met all outcomes for the year = 10 pts Met 2 of 3 outcomes for the year = 5 Pts	10
Total Points				20

Total Maximum Possible Points for Renewal Project = 110

Note: There is a separate questions for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024			
Organization Name:	BROWARD COUNTY			
Project Type:	PSH			
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024			
Bonus Point Section (10 Possible Points)				
Measurement	Source	Scoring Values:	Total Points Possible	Score
Utilization	Budget	Utilization: Least amount of money remaining at the end of the year		
Total Points				0
Total Maximum Possible Points for Renewal Project = 110 Note: This is a separate question for Tie Breakers that will be used.				

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

As determined by the Department of Housing and Urban Development and the Continuum of Care Governance Board, community priority will be given to eligible projects in the following order: (1) Permanent Housing (PH) (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH)), (2) Joint Transitional Housing and Permanent Housing-Rapid Rehousing component (Joint TH and PH-RRH component), (3) Supportive Services Only (SSO-) (4) Dedicated Homelessness Management Information System (HMIS).

All projects will be scored utilizing the following materials: e-Snaps Project Application; HUD CoC Annual Performance Report; 2021 Housing Inventory Count Report; Homeless Management Information System (HMIS); Agency Financials, and Agency Policies and Procedures. The Homeless Continuum of Care (“HCoC”) Advisory Board has decided to utilize the most recent APR information for the following date range: **Award Year 2021**.

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024
Section A: Threshold Met- (Yes/No)	YES
Section B: Project Financial- (20 pts)	5
Section C: Project Performance- (50 pts)	50
Section D: HMIS Data Quality- (20 pts)	20
Section E: Annual Performance Elements- (20 pts)	20
Total Score- (110 pts)	95
Tie Breaker: (If Required)	0
> Greater than	
< Less than	
>= Greater than or equal to	

<= Less than or equal to

Reviewer: Jodi Pearl

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

CoC Threshold Requirement	Definition
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant	Applicant participation in HCoC Board and committee meetings meets CoC requirements for a member in good standing. Participant this is defined by attendance at 55% of all committee meetings.
2. Applicant participates in Homeless Management Information Systems (“HMIS”)	Projects are required to participate in HMIS, unless the project is a victim-service agency or serving survivors of domestic violence, in accordance with the HMIS Data Standards and CHO agreement. The organization has an active CHO.
3. Coordinated Entry Participation	The project participates in the coordinated entry process and demonstrates compliance with the HCoC’s Coordinated Entry Policies and Procedures and HUD’s Coordinated Entry Notice.
4. Application is complete and data is accurate and consistent	All required information is completed, and all required attachments are provided. Data provided in response to different questions match.
5. Documented, secured minimum match	Applicant has written match commitments that satisfy CoC Program Rule requirements for source and amount according to HUD (25%). Must be uploaded into E-Snaps. What is uploaded in the E-Snaps must be reflected on the monthly invoice as match.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Documented organizational financial stability : Applicant's financial statements for previous fiscal year demonstrates financial stability sufficient to support operation of the project during the next operating year. Results of the fiscal monitoring may be consulted.

Section A: Project Renewal Threshold Criteria

The Ranking Committee will review all projects to determine if they meet the following project eligibility and project quality threshold requirements on a pass/fail standard:

Project Eligibility Criteria	Yes/No	Threshold Met?
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant this is defined by attendance at 55% of all committee meetings	Yes	YES
2. Applicant participates in Homeless Management Information Systems (“HMIS”) as defined by an active Cover Homeless Organization (CHO) Agreement	Yes	
3. Projects are required to participate in Coordinated Entry, when it is available for the project type and in accordance with the Written Standards.	Yes	
4. Application is complete, and data is accurate and consistent: including Acceptable organizational audit/financial review is included. All attachments must be uploaded into E-Snaps for both CoC review and submission to HUD. If all attachments are not in E-Snaps the application may fail.	Yes	
5. Documented, secured minimum match - finance (25 % match cash or in kind)	Yes	

If 16 through 22 is YES please select YES, If not select NO

YES

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section B: Project Proformance (20pts)

Financials	Utilization Balance Tracking sheet	Expended Grant Funds (2021 Award)	>= 95% = 10 pts 90% - 94% = 5 points < 90% = 0 pts	5
		Expended Subtotal / Applicable Total Expenses plus Admin		
		Balance tracking sheet is used to determine utilization based on invoices submitted.		
		<i>If expended grant funds are equal to or greater than 95% of grant funds, then project will receive 10 points. 90% would receive 5 points Otherwise, zero points will be awarded.</i>		
Budget Criteria	CoC Project Application	Project is Cost Effective (2021 Award)	10 pts = Individual \$2,200	0
	Fiscal	Project is Cost Effective (2021 Award) Considered Elements: Average Cost for individual & Family	10 Pts – Family (2) \$3,400 5 Pts Individual = \$2,500 5 Pts Family = \$3,700	
Total Points				5

Broward Continuum of Care 2024 NOFO

Renewal Projects Scroing Overview

Project Name: BPHI V PERMANENT SUPPORTIVE HOUSING 2024

Organization Name: BROWARD COUNTY

Project Type: PSH

Project Identifier: BROWARD PARTNERSHIP HOUSING V 2024

Section C: Project Performance (50pts)

Measurement	Source	Data Collection	Total Points Possible	Score
PSH and RRH Housing Stability:	APR Table 23c- Exit Destination-All Persons	Universe: Clients that exited from the project during the grant year. If no one exited the project receives full points.	IF PSH or RRH Project	10
Percentage of persons exiting to positive housing destinations			>= 95% = 10 pts	
			90% - 94%= 7 pts	
			89% - 85% = 5pts Below 85% = 0 pts	
TH Housing Stability:			IF TH Project	
% of persons who exited to a positive housing destination			>= 95% = 10 pts	
	90% - 94% = 7 pts			
	89% - 85 % = 5 Below - 85% = 0 pts			
Average time participants spend from project entry to residential move in.	APR Table 22c - Length of Time between Project Start Date and Housing Move-in Date Average length of time to housing	Universe: Clients who were housed during the 2021 Award Period	Less than 90 Days = 10 points 91 to 120 days = 7 Points 120 days to 140 days = 5 points More than 140 days = 0 points	10

<p>Increase in total income for adult system stayers during the reporting period.</p>	<p>APR: Table 19a1- Client Cash Income Change - Income Source by Start and Latest Status. Number of Adults with Any Income (i.e., Total Income) Table 19a1: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult stayers where the head of household has been in the project 365 days or more, with Income and Sources at start and at Annual Assessment.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Increases in total income for adult system leavers during the reporting period.</p>	<p>APR: Table 19a2- Client Cash Income Change - Income Source by Start and Exit APR: Table 19a2: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult leavers with Income and Sources at start and exit.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Serve High Needs Population Percent of participants entering project from a place not meant for human habitation</p>	<p>APR: Table 15- Living Situation *Manual Calculation* <i>Place not meant for habitation</i> Total/Number of Without Childrens then multiplied by 100 to get % (52/49=0.948* 100= 94% ?</p>	<p>Universe: Adults and heads of household active in the report date range.</p>	<p>More than 70% 10 points More than 60 % 7 points More than 50% 5 points</p>	<p>10</p>
<p>Total Points</p>				<p>50</p>

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section D: HMIS Data Quality (20pts)

Measurement	Report	Data Collection	Total Points Possible	Score
Data Quality: Personal Identifiable Information	<u>APR 6a Data Quality</u> Personally Identifiable Information: Overall Score	<u>Overall Score</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3pts	
			3.01% or more = 0 pts	
Data Quality: Universal Data Elements: Relationship to Head of Household	<u>APR 6b Data Quality</u> : Universal Data Elements	<u>Relationship to Head of Household (3.15)</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3 pts	
			>= 3.01% = 0 pts	
Data Quality: Income and Housing Data quality	<u>APR 6c Data Quality</u> : Income & Housing Data Quality	<u>Income and Sources (4.02) at Start</u> : % of Issue Rate	0% = 5 Points 1% - 3% = 3 Pts 4% or more = 0 Pts	5
Data Quality : Timeliness	<u>APR 6e Data Quality</u> : Timeliness	Time For Record Entry Number of Project Start Records Number of Project Exit Records This will be reviewed together	Only records 0-3 days = 5 Pts Any records 4 days or more= 0 pts	5
Total Points				20

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section E: Annual Performance Elements (20 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
Annual Monitoring	Annual Monitoring Report		No findings = 10 points One finding = 7 points Two findings or more = 5 points	10
Quarterly Outcomces	Quarterly Outcome Report		Met all outcomes for the year = 10 pts Met 2 of 3 outcomes for the year = 5 Pts	10
Total Points				20

Total Maximum Possible Points for Renewal Project = 110

Note: There is a spearate questions for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Bonus Point Section (10 Possible Points)				
Measurement	Source	Scoring Values:	Total Points Possible	Score
Utilization	Budget	Utilization: Least amount of money remaining at the end of the year		
Total Points				0

Total Maximum Possible Points for Renewal Project = 110
 Note: This is a separate question for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

As determined by the Department of Housing and Urban Development and the Continuum of Care Governance Board, community priority will be given to eligible projects in the following order: (1) Permanent Housing (PH) (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH)), (2) Joint Transitional Housing and Permanent Housing-Rapid Rehousing component (Joint TH and PH-RRH component), (3) Supportive Services Only (SSO-) (4) Dedicated Homelessness Management Information System (HMIS).

All projects will be scored utilizing the following materials: e-Snaps Project Application; HUD CoC Annual Performance Report; 2021 Housing Inventory Count Report; Homeless Management Information System (HMIS); Agency Financials, and Agency Policies and Procedures. The Homeless Continuum of Care (“HCoC”) Advisory Board has decided to utilize the most recent APR information for the following date range: **Award Year 2021**.

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024
Section A: Threshold Met- (Yes/No)	YES
Section B: Project Financial- (20 pts)	5
Section C: Project Performance- (50 pts)	50
Section D: HMIS Data Quality- (20 pts)	20
Section E: Annual Performance Elements- (20 pts)	20
Total Score- (110 pts)	95
Tie Breaker: (If Required)	0
> Greater than	
< Less than	
>= Greater than or equal to	

<= Less than or equal to

Reviewer: Candice Lee

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

CoC Threshold Requirement	Definition
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant	Applicant participation in HCoC Board and committee meetings meets CoC requirements for a member in good standing. Participant this is defined by attendance at 55% of all committee meetings.
2. Applicant participates in Homeless Management Information Systems (“HMIS”)	Projects are required to participate in HMIS, unless the project is a victim-service agency or serving survivors of domestic violence, in accordance with the HMIS Data Standards and CHO agreement. The organization has an active CHO.
3. Coordinated Entry Participation	The project participates in the coordinated entry process and demonstrates compliance with the HCoC’s Coordinated Entry Policies and Procedures and HUD’s Coordinated Entry Notice.
4. Application is complete and data is accurate and consistent	All required information is completed, and all required attachments are provided. Data provided in response to different questions match.
5. Documented, secured minimum match	Applicant has written match commitments that satisfy CoC Program Rule requirements for source and amount according to HUD (25%). Must be uploaded into E-Snaps. What is uploaded in the E-Snaps must be reflected on the monthly invoice as match.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Documented organizational financial stability : Applicant's financial statements for previous fiscal year demonstrates financial stability sufficient to support operation of the project during the next operating year. Results of the fiscal monitoring may be consulted.

Section A: Project Renewal Threshold Criteria

The Ranking Committee will review all projects to determine if they meet the following project eligibility and project quality threshold requirements on a pass/fail standard:

Project Eligibility Criteria	Yes/No	Threshold Met?
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant this is defined by attendance at 55% of all committee meetings	Yes	YES
2. Applicant participates in Homeless Management Information Systems (“HMIS”) as defined by an active Cover Homeless Organization (CHO) Agreement	Yes	
3. Projects are required to participate in Coordinated Entry, when it is available for the project type and in accordance with the Written Standards.	Yes	
4. Application is complete, and data is accurate and consistent: including Acceptable organizational audit/financial review is included. All attachments must be uploaded into E-Snaps for both CoC review and submission to HUD. If all attachments are not in E-Snaps the application may fail.	Yes	
5. Documented, secured minimum match - finance (25 % match cash or in kind)	Yes	

If 16 through 22 is YES please select YES, If not select NO

YES

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section B: Project Proformance (20pts)

Financials	Utilization Balance Tracking sheet	Expended Grant Funds (2021 Award)	>= 95% = 10 pts 90% - 94% = 5 points < 90% = 0 pts	5
		Expended Subtotal / Applicable Total Expenses plus Admin		
		Balance tracking sheet is used to determine utilization based on invoices submitted.		
		<i>If expended grant funds are equal to or greater than 95% of grant funds, then project will receive 10 points. 90% would receive 5 points Otherwise, zero points will be awarded.</i>		
Budget Criteria	CoC Project Application	Project is Cost Effective (2021 Award)	10 pts = Individual \$2,200	0
	Fiscal	Project is Cost Effective (2021 Award) Considered Elements: Average Cost for individual & Family	10 Pts – Family (2) \$3,400 5 Pts Individual = \$2,500 5 Pts Family = \$3,700	
Total Points				5

Broward Continuum of Care 2024 NOFO

Renewal Projects Scroing Overview

Project Name: BPHI V PERMANENT SUPPORTIVE HOUSING 2024

Organization Name: BROWARD COUNTY

Project Type: PSH

Project Identifier: BROWARD PARTNERSHIP HOUSING V 2024

Section C: Project Performance (50pts)

Measurement	Source	Data Collection	Total Points Possible	Score
PSH and RRH Housing Stability:	APR Table 23c- Exit Destination-All Persons	Universe: Clients that exited from the project during the grant year. If no one exited the project receives full points.	IF PSH or RRH Project	10
Percentage of persons exiting to positive housing destinations			>= 95% = 10 pts	
			90% - 94%= 7 pts	
			89% - 85% = 5pts Below 85% = 0 pts	
TH Housing Stability:			IF TH Project	
% of persons who exited to a positive housing destination			>= 95% = 10 pts	
	90% - 94% = 7 pts			
	89% - 85 % = 5 Below - 85% = 0 pts			
Average time participants spend from project entry to residential move in.	APR Table 22c - Length of Time between Project Start Date and Housing Move-in Date Average length of time to housing	Universe: Clients who were housed during the 2021 Award Period	Less than 90 Days = 10 points 91 to 120 days = 7 Points 120 days to 140 days = 5 points More than 140 days = 0 points	10

<p>Increase in total income for adult system stayers during the reporting period.</p>	<p>APR: Table 19a1- Client Cash Income Change - Income Source by Start and Latest Status. Number of Adults with Any Income (i.e., Total Income) Table 19a1: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult stayers where the head of household has been in the project 365 days or more, with Income and Sources at start and at Annual Assessment.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Increases in total income for adult system leavers during the reporting period.</p>	<p>APR: Table 19a2- Client Cash Income Change - Income Source by Start and Exit APR: Table 19a2: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult leavers with Income and Sources at start and exit.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Serve High Needs Population Percent of participants entering project from a place not meant for human habitation</p>	<p>APR: Table 15- Living Situation *Manual Calculation* <i>Place not meant for habitation</i> Total/Number of Without Childrens then multiplied by 100 to get % (52/49=0.948* 100= 94% ?</p>	<p>Universe: Adults and heads of household active in the report date range.</p>	<p>More than 70% 10 points More than 60 % 7 points More than 50% 5 points</p>	<p>10</p>
<p>Total Points</p>				<p>50</p>

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section D: HMIS Data Quality (20pts)

Measurement	Report	Data Collection	Total Points Possible	Score
Data Quality: Personal Identifiable Information	<u>APR 6a Data Quality</u> Personally Identifiable Information: Overall Score	<u>Overall Score</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3pts	
			3.01% or more = 0 pts	
Data Quality: Universal Data Elements: Relationship to Head of Household	<u>APR 6b Data Quality</u> : Universal Data Elements	<u>Relationship to Head of Household (3.15)</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3 pts	
			>= 3.01% = 0 pts	
Data Quality: Income and Housing Data quality	<u>APR 6c Data Quality</u> : Income & Housing Data Quality	<u>Income and Sources (4.02) at Start</u> : % of Issue Rate	0% = 5 Points 1% - 3% = 3 Pts 4% or more = 0 Pts	5
Data Quality : Timeliness	<u>APR 6e Data Quality</u> : Timeliness	Time For Record Entry Number of Project Start Records Number of Project Exit Records This will be reviewed together	Only records 0-3 days = 5 Pts Any records 4 days or more= 0 pts	5
Total Points				20

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section E: Annual Performance Elements (20 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
Annual Monitoring	Annual Monitoring Report		No findings = 10 points One finding = 7 points Two findings or more = 5 points	10
Quarterly Outcomces	Quarterly Outcome Report		Met all outcomes for the year = 10 pts Met 2 of 3 outcomes for the year = 5 Pts	10
Total Points				20

Total Maximum Possible Points for Renewal Project = 110

Note: There is a spearate questions for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Bonus Point Section (10 Possible Points)				
Measurement	Source	Scoring Values:	Total Points Possible	Score
Utilization	Budget	Utilization: Least amount of money remaining at the end of the year		
Total Points				0

Total Maximum Possible Points for Renewal Project = 110
 Note: This is a separate question for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO Renewal Projects Scoring Overview

As determined by the Department of Housing and Urban Development and the Continuum of Care Governance Board, community priority will be given to eligible projects in the following order: (1) Permanent Housing (PH) (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH)), (2) Joint Transitional Housing and Permanent Housing-Rapid Rehousing component (Joint TH and PH-RRH component), (3) Supportive Services Only (SSO-) (4) Dedicated Homelessness Management Information System (HMIS).

All projects will be scored utilizing the following materials: e-Snaps Project Application; HUD CoC Annual Performance Report; 2021 Housing Inventory Count Report; Homeless Management Information System (HMIS); Agency Financials, and Agency Policies and Procedures. The Homeless Continuum of Care (“HCoC”) Advisory Board has decided to utilize the most recent APR information for the following date range: **Award Year 2021**.

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024
Section A: Threshold Met- (Yes/No)	YES
Section B: Project Financial- (20 pts)	5
Section C: Project Performance- (50 pts)	50
Section D: HMIS Data Quality- (20 pts)	20
Section E: Annual Performance Elements- (20 pts)	20
Total Score- (110 pts)	95
Tie Breaker: (If Required)	0
> Greater than	
< Less than	
>= Greater than or equal to	

<= Less than or equal to

Reviewer: Dr. Linda Parker

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

CoC Threshold Requirement	Definition
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant	Applicant participation in HCoC Board and committee meetings meets CoC requirements for a member in good standing. Participant this is defined by attendance at 55% of all committee meetings.
2. Applicant participates in Homeless Management Information Systems (“HMIS”)	Projects are required to participate in HMIS, unless the project is a victim-service agency or serving survivors of domestic violence, in accordance with the HMIS Data Standards and CHO agreement. The organization has an active CHO.
3. Coordinated Entry Participation	The project participates in the coordinated entry process and demonstrates compliance with the HCoC’s Coordinated Entry Policies and Procedures and HUD’s Coordinated Entry Notice.
4. Application is complete and data is accurate and consistent	All required information is completed, and all required attachments are provided. Data provided in response to different questions match.
5. Documented, secured minimum match	Applicant has written match commitments that satisfy CoC Program Rule requirements for source and amount according to HUD (25%). Must be uploaded into E-Snaps. What is uploaded in the E-Snaps must be reflected on the monthly invoice as match.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Documented organizational financial stability : Applicant's financial statements for previous fiscal year demonstrates financial stability sufficient to support operation of the project during the next operating year. Results of the fiscal monitoring may be consulted.

Section A: Project Renewal Threshold Criteria

The Ranking Committee will review all projects to determine if they meet the following project eligibility and project quality threshold requirements on a pass/fail standard:

Project Eligibility Criteria	Yes/No	Threshold Met?
1. Applicant is an active Homeless Continuum of Care (“HCoC”) Participant this is defined by attendance at 55% of all committee meetings	Yes	YES
2. Applicant participates in Homeless Management Information Systems (“HMIS”) as defined by an active Cover Homeless Organization (CHO) Agreement	Yes	
3. Projects are required to participate in Coordinated Entry, when it is available for the project type and in accordance with the Written Standards.	Yes	
4. Application is complete, and data is accurate and consistent: including Acceptable organizational audit/financial review is included. All attachments must be uploaded into E-Snaps for both CoC review and submission to HUD. If all attachments are not in E-Snaps the application may fail.	Yes	
5. Documented, secured minimum match - finance (25 % match cash or in kind)	Yes	

If 16 through 22 is YES please select YES, If not select NO

YES

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section B: Project Proformance (20pts)

Financials	Utilization Balance Tracking sheet	Expended Grant Funds (2021 Award)	>= 95% = 10 pts 90% - 94% = 5 points < 90% = 0 pts	5
		Expended Subtotal / Applicable Total Expenses plus Admin		
		Balance tracking sheet is used to determine utilization based on invoices submitted.		
		<i>If expended grant funds are equal to or greater than 95% of grant funds, then project will receive 10 points. 90% would receive 5 points Otherwise, zero points will be awarded.</i>		
Budget Criteria	CoC Project Application	Project is Cost Effective (2021 Award)	10 pts = Individual \$2,200	0
	Fiscal	Project is Cost Effective (2021 Award) Considered Elements: Average Cost for individual & Family	10 Pts – Family (2) \$3,400 5 Pts Individual = \$2,500 5 Pts Family = \$3,700	
Total Points				5

Broward Continuum of Care 2024 NOFO

Renewal Projects Scroing Overview

Project Name: BPHI V PERMANENT SUPPORTIVE HOUSING 2024

Organization Name: BROWARD COUNTY

Project Type: PSH

Project Identifier: BROWARD PARTNERSHIP HOUSING V 2024

Section C: Project Performance (50pts)

Measurement	Source	Data Collection	Total Points Possible	Score
PSH and RRH Housing Stability:	APR Table 23c- Exit Destination-All Persons	Universe: Clients that exited from the project during the grant year. If no one exited the project receives full points.	IF PSH or RRH Project	10
Percentage of persons exiting to positive housing destinations			>= 95% = 10 pts	
			90% - 94%= 7 pts	
			89% - 85% = 5pts Below 85% = 0 pts	
TH Housing Stability:			IF TH Project	
% of persons who exited to a positive housing destination			>= 95% = 10 pts	
	90% - 94% = 7 pts			
	89% - 85 % = 5 Below - 85% = 0 pts			
Average time participants spend from project entry to residential move in.	APR Table 22c - Length of Time between Project Start Date and Housing Move-in Date Average length of time to housing	Universe: Clients who were housed during the 2021 Award Period	Less than 90 Days = 10 points 91 to 120 days = 7 Points 120 days to 140 days = 5 points More than 140 days = 0 points	10

<p>Increase in total income for adult system stayers during the reporting period.</p>	<p>APR: Table 19a1- Client Cash Income Change - Income Source by Start and Latest Status. Number of Adults with Any Income (i.e., Total Income) Table 19a1: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult stayers where the head of household has been in the project 365 days or more, with Income and Sources at start and at Annual Assessment.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Increases in total income for adult system leavers during the reporting period.</p>	<p>APR: Table 19a2- Client Cash Income Change - Income Source by Start and Exit APR: Table 19a2: Last Column: Performance measure: Percent of Persons who Accomplished this Measure Number of Adults with Any Income (i.e., Total Income)</p>	<p>Universe: All adult leavers with Income and Sources at start and exit.</p>	<p>>= 70% = 10 pts 69% to 60 % = 7 points 59% to 55% = 5 points Below 55% =0 points</p>	<p>10</p>
<p>Serve High Needs Population Percent of participants entering project from a place not meant for human habitation</p>	<p>APR: Table 15- Living Situation *Manual Calculation* <i>Place not meant for habitation</i> Total/Number of Without Childrens then multiplied by 100 to get % (52/49=0.948* 100= 94% ?</p>	<p>Universe: Adults and heads of household active in the report date range.</p>	<p>More than 70% 10 points More than 60 % 7 points More than 50% 5 points</p>	<p>10</p>
<p>Total Points</p>				<p>50</p>

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section D: HMIS Data Quality (20pts)

Measurement	Report	Data Collection	Total Points Possible	Score
Data Quality: Personal Identifiable Information	<u>APR 6a Data Quality</u> Personally Identifiable Information: Overall Score	<u>Overall Score</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3pts	
			3.01% or more = 0 pts	
Data Quality: Universal Data Elements: Relationship to Head of Household	<u>APR 6b Data Quality</u> : Universal Data Elements	<u>Relationship to Head of Household (3.15)</u> : % of Issue Rate	0.00% = 5 pts	5
			0.01% - 3.00% = 3 pts	
			>= 3.01% = 0 pts	
Data Quality: Income and Housing Data quality	<u>APR 6c Data Quality</u> : Income & Housing Data Quality	<u>Income and Sources (4.02) at Start</u> : % of Issue Rate	0% = 5 Points 1% - 3% = 3 Pts 4% or more = 0 Pts	5
Data Quality : Timeliness	<u>APR 6e Data Quality</u> : Timeliness	Time For Record Entry Number of Project Start Records Number of Project Exit Records This will be reviewed together	Only records 0-3 days = 5 Pts Any records 4 days or more= 0 pts	5
Total Points				20

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Section E: Annual Performance Elements (20 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
Annual Monitoring	Annual Monitoring Report		No findings = 10 points One finding = 7 points Two findings or more = 5 points	10
Quarterly Outcomces	Quarterly Outcome Report		Met all outcomes for the year = 10 pts Met 2 of 3 outcomes for the year = 5 Pts	10
Total Points				20

Total Maximum Possible Points for Renewal Project = 110

Note: There is a spearate questions for Tie Breakers that will be used.

Broward Continuum of Care 2024 NOFO

Renewal Projects Scoring Overview

Project Name:	BPHI V PERMANENT SUPPORTIVE HOUSING 2024
Organization Name:	BROWARD COUNTY
Project Type:	PSH
Project Identifier:	BROWARD PARTNERSHIP HOUSING V 2024

Bonus Point Section (10 Possible Points)				
Measurement	Source	Scoring Values:	Total Points Possible	Score
Utilization	Budget	Utilization: Least amount of money remaining at the end of the year		
Total Points				0

Total Maximum Possible Points for Renewal Project = 110
 Note: This is a separate question for Tie Breakers that will be used.

1E-5

NOTIFICATION OF PROJECTS REJECTED/REDUCED

BROWARD FL-601 DID NOT REJECT OR REDUCE ANY
PROJECT APPLICATION SUBMITTED FOR FUNDING DURING
THE LOCAL COMPETITION

1E-5a

NOTIFICATION OF PROJECTS ACCEPTED

From: [Paldino, Patrice](#)
To: [George Rich](#)
Cc: kmckenzie@hopesouthflorida.org; [Haley Weniger](#); [Denise Trio](#)
Subject: RE: HSF - HOPE 4 Families RRH - New CoC App
Date: Thursday, August 29, 2024 12:21:00 PM
Attachments: [image002.png](#)
[image003.png](#)

Good afternoon.

Please be advised that your application has been received and accepted for HSF - HOPE 4 Families RRH - New CoC App.

Thank you.

Patrice

Patrice Paldino, Esq., M.S.Ed.
Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
Office : 954-357-5686
Cell: 954-395-4646
ppaldino@broward.org
www.broward.org



From: George Rich <georger@hopesouthflorida.org>
Sent: Wednesday, August 28, 2024 11:39 AM
To: Paldino, Patrice <PPALDINO@broward.org>
Cc: kmckenzie@hopesouthflorida.org; [Haley Weniger <hweniger@hopesouthflorida.org>](mailto:hweniger@hopesouthflorida.org); [Denise Trio <dt trio@hopesouthflorida.org>](mailto:dt trio@hopesouthflorida.org); [Mcguire, Rebecca <RMCGUIRE@broward.org>](mailto:RMCGUIRE@broward.org); [Kuhn, Debra <DKUHN@broward.org>](mailto:DKUHN@broward.org); [Morales, Sean <SEMORALES@broward.org>](mailto:SEMORALES@broward.org)
Subject: HSF - HOPE 4 Families RRH - New CoC App

External Email Warning

This email originated from outside the Broward County email system. Do not reply, click links, or open attachments unless you recognize the sender's email address (not just the name) as legitimate and know the content is safe. Report any suspicious emails to ETS Security by selecting the Report Suspicious or Report Phish button.

Hello Patrice,

Per Expansion Application instructions, please see the attached Application and Budget.

George Rich
Director of Operations



1100 N. Andrews Avenue, Fort Lauderdale, FL 33311
Office: (954) 566-2311, ext. 4215
Email: grich@hopesouthflorida.org
Website: www.hopesouthflorida.org

“Providing hope for the homeless and hurting in our community.”

PLEASE NOTE: If you are experiencing homelessness, please do not wait for a response; dial the **Homeless Helpline 954-563-4357** to initiate an intake for homeless services.

CONFIDENTIALITY NOTICE: This message and any attachments are for the sole use of the intended recipient(s) and may contain confidential and privileged information that is exempt from public disclosure. Any unauthorized review, use, disclosure, or distribution is prohibited. If you receive this message in error, please contact the sender (by phone or reply electronic mail) and then destroy all copies of the original message.

From: [Paldino, Patrice](#)
To: [Debbie Perry](#)
Cc: ericketts@hendersonbh.org
Subject: RE: Henderson Behavioral Health - Chalet Apartments- NEW CoC App
Date: Thursday, August 29, 2024 12:20:00 PM
Attachments: [image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Good afternoon.

Please be advised that your application has been received and accepted for Henderson Behavioral Health - Chalet Apartments- NEW CoC App.

Thank you.

Patrice


Patrice Paldino, Esq., M.S.Ed.
Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
Office : 954-357-5686
Cell: 954-395-4646
ppaldino@broward.org
www.broward.org



From: Debbie Perry <dperry@hendersonbh.org>
Sent: Tuesday, August 27, 2024 12:10 PM
To: Paldino, Patrice <PPALDINO@broward.org>
Cc: ericketts@hendersonbh.org
Subject: Henderson Behavioral Health - Chalet Apartments- NEW CoC App

External Email Warning

This email originated from outside the Broward County email system. Do not reply, click links, or open attachments unless you recognize the sender's email address (not just the name) as legitimate and know the content is safe. Report any suspicious emails to ETS Security by selecting the Report Suspicious or Report Phish button.

[Report Suspicious](#) 

Please see Henderson's expansion request documents
Thank you

Debbie Perry, MBA
Director of Housing Services
Henderson Behavioral Health
Phone: 954-735-4331
email: dperry@hendersonbh.org
www.hendersonbh.org



Innovation
Compassion
Hope



Notice: This e-mail message and any attachment to this email message contain confidential information. If you are not the intended recipient, you must not review, retransmit, convert to hard copy, use or disseminate this e-mail or any attachment to it. If you have received this e-mail in error, please notify immediately by return e-mail or by telephone at 954-777-1623 and delete this message.

 Secured by [Paubox](#) - HITRUST certified

From: [Paldino, Patrice](#)
To: [Amanda MacCormack](#)
Cc: [Stephanie Rivillas](#)
Subject: RE: Broward Housing Solutions - Broward IV Senior Expansion - NEW CoC App
Date: Thursday, August 29, 2024 12:19:00 PM
Attachments: [image008.png](#)
[image009.png](#)
[image012.png](#)
[image014.png](#)
[image015.png](#)

Good afternoon.

Please be advised that your application has been received and accepted for Broward Housing Solutions - Broward IV Senior Expansion - NEW CoC App.

Thank you.

Patrice


Patrice Paldino, Esq., M.S.Ed.
Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
Office : 954-357-5686
Cell: 954-395-4646
ppaldino@broward.org
www.broward.org



From: Amanda MacCormack <amandam@browardhousingsolutions.org>
Sent: Wednesday, August 28, 2024 10:47 AM
To: Paldino, Patrice <PPALDINO@broward.org>
Cc: Stephanie Rivillas <stephanier@browardhousingsolutions.org>
Subject: Broward Housing Solutions - Broward IV Senior Expansion - NEW CoC App

External Email Warning

This email originated from outside the Broward County email system. Do not reply, click links, or open attachments unless you recognize the sender's email address (not just the name) as legitimate and know the content is safe. Report any suspicious emails to ETS Security by selecting the Report Suspicious or Report Phish button.

[Report Suspicious](#) 

Good morning! Please see attached Expansion Application. Can you kindly confirm receipt of this email?

Thank you!

We have moved!
Please note our new address below.



DONATE TODAY



**Amanda MacCormack, LMHC,
RPT-S**

Chief Program Officer
Pronouns: she/her/hers [Why Pronouns Matter!](#)

Phone: 954-764-2800 x307

Direct: 954-764-2809

Fax: 954-764-0036

Email:
amandam@browardhousingsolutions.org

500 SE 17th Street, Suite 101
Fort Lauderdale FL 33316

www.browardhousingsolutions.org



From: [Paldino, Patrice](#)
To: [Morales, Sean](#)
Subject: RE: Broward County - SHIELD Housing Project 2024 Expansion - New CoC App
Date: Thursday, August 29, 2024 12:22:00 PM
Attachments: [image001.png](#)

Good afternoon.

Please be advised that your application has been received and accepted for Broward County - SHIELD Housing Project 2024 Expansion - New CoC App.

Thank you.

Patrice

Patrice Paldino, Esq., M.S.Ed.
Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
Office : 954-357-5686
Cell: 954-395-4646
ppaldino@broward.org
www.broward.org



From: Morales, Sean <SEMORALES@broward.org>
Sent: Wednesday, August 28, 2024 10:59 AM
To: Paldino, Patrice <PPALDINO@broward.org>
Cc: Mcguire, Rebecca <RMCGUIRE@broward.org>
Subject: Broward County - SHIELD Housing Project 2024 Expansion - New CoC App

Patrice,

Attached is the Expansion Application and proposed budget for the SHIELD Housing Project 2024 project.

Please let me know if you have any question or if you need additional information.

Thank you,

Alex

Alex Morales
Assistant Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
954-357-5136
semorales@broward.org
www.broward.org



From: [Paldino, Patrice](#)
To: [Morales, Sean](#)
Subject: RE: Broward County - S+C Permanent Housing 88 Units 2024 Expansion - New CoC App
Date: Thursday, August 29, 2024 12:21:00 PM
Attachments: [image001.png](#)

Good afternoon.

Please be advised that your application has been received and accepted for Broward County - S+C Permanent Housing 88 Units 2024 Expansion - New CoC App.

Thank you.

Patrice

Patrice Paldino, Esq., M.S.Ed.
Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
Office : 954-357-5686
Cell: 954-395-4646
ppaldino@broward.org
www.broward.org



From: Morales, Sean <SEMORALES@broward.org>
Sent: Wednesday, August 28, 2024 11:06 AM
To: Paldino, Patrice <PPALDINO@broward.org>
Cc: Mcguire, Rebecca <RMCGUIRE@broward.org>
Subject: Broward County - S+C Permanent Housing 88 Units 2024 Expansion - New CoC App

Patrice,

Attached is the Expansion Application and proposed budget for the S+C Permanent Housing 88 Units 2024 project.

Please let me know if you have any question or if you need additional information.

Thank you,

Alex

Alex Morales
Assistant Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
954-357-5136
semorales@broward.org
www.broward.org



From: [Paldino, Patrice](#)
To: [Morales, Sean](#)
Subject: RE: Broward County - S+C Permanent Housing 29 Units 2024 Expansion - New CoC App
Date: Thursday, August 29, 2024 12:22:00 PM
Attachments: [image001.png](#)

Good afternoon.

Please be advised that your application has been received and accepted for Broward County - S+C Permanent Housing 29 Units 2024 Expansion - New CoC App.

Thank you.

Patrice

Patrice Paldino, Esq., M.S.Ed.
Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
Office : 954-357-5686
Cell: 954-395-4646
ppaldino@broward.org
www.broward.org



From: Morales, Sean <SEMORALES@broward.org>
Sent: Wednesday, August 28, 2024 10:57 AM
To: Paldino, Patrice <PPALDINO@broward.org>
Cc: Mcguire, Rebecca <RMCGUIRE@broward.org>
Subject: Broward County - S+C Permanent Housing 29 Units 2024 Expansion - New CoC App

Patrice,

Attached is the Expansion Application and proposed budget for the S+C Permanent Housing 29 Units 2024 project.

Please let me know if you have any question or if you need additional information.

Thank you,

Alex

Alex Morales
Assistant Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
954-357-5136
semorales@broward.org
www.broward.org



From: [Paldino, Patrice](#)
To: [Morales, Sean](#)
Subject: RE: Broward County - S+C 74 Unit HHOPE Chronic Homeless Initiative 2024 Expansion - New CoC App
Date: Thursday, August 29, 2024 12:22:00 PM
Attachments: [image001.png](#)

Good afternoon.

Please be advised that your application has been received and accepted for Broward County - S+C 74 Unit HHOPE Chronic Homeless Initiative 2024 Expansion - New CoC App.

Thank you.

Patrice

Patrice Paldino, Esq., M.S.Ed.
Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
Office : 954-357-5686
Cell: 954-395-4646
ppaldino@broward.org
www.broward.org



From: Morales, Sean <SEMORALES@broward.org>
Sent: Wednesday, August 28, 2024 11:03 AM
To: Paldino, Patrice <PPALDINO@broward.org>
Cc: Mcguire, Rebecca <RMCGUIRE@broward.org>
Subject: Broward County - S+C 74 Unit HHOPE Chronic Homeless Initiative 2024 Expansion - New CoC App

Patrice,

Attached is the Expansion Application and proposed budget for the S+C 74 Unit HHOPE Chronic Homeless Initiative 2024 project.

Please let me know if you have any question or if you need additional information.

Thank you,

Alex

Alex Morales
Assistant Director
Housing Options, Solutions, and Supports Division
115 South Andrews Avenue, #A370
Fort Lauderdale, Florida 33301
954-357-5136
semorales@broward.org
www.broward.org



1E-5b

LOCAL COMPETITION SELECTION RESULTS

HUD 2024 Prioritization List FINAL Ranking

HUD SCORE	Ranking Score	Applicant Name	Project Name	Expiring Grant #	Project Type	Housing Type	Amount Requested (HUD Application)	Amount Ranked (GIW)	Running Total	TIE BREAKER: Lowest % Funds Unspent (2021 APR)	TIE BREAKER: RANKING
	1	Broward County, FL	HMIS 2023	FL0465L4D012311	Renewal - HMIS	HMIS	\$508,650	\$508,650	\$508,650		
PH - PERMANENT HOUSING											
95	2	Broward Partnership for the Homeless	Broward Partnership Housing V	FL0715L4D012305	Renewal	PSH	\$446,909	\$446,909	\$955,559		
93	3	Broward County, FL	S + C Permanent Housing 29 Units	FL0257L4D012316	Renewal	PSH	\$571,317	\$571,317	\$1,526,876		
90	4	Broward County, FL	S + C Permanent Housing 16 Unit	FL0366L4D012314	Renewal	PSH	\$350,443	\$350,443	\$1,877,319	1.22%	1
90	5	Broward Housing Solutions	Samaritan 2008	FL0245L4D012314	Renewal	PSH	\$374,585	\$374,585	\$2,251,904	1.43%	2
90	6	Broward Housing Solutions	Broward IV (Samaritan Expansion)	FL0535L4D012309	Renewal	PSH	\$428,445	\$428,445	\$2,680,349	1.63%	3
85	7	Broward Housing Solutions	Broward II	FL0248L4D012316	Renewal	PSH	\$1,280,422	\$1,280,422	\$3,960,771	1.80%	1
85	8	Broward County, FL	S + C Permanent Housing 18 Unit	FL0401L4D012313	Renewal	PSH	\$323,754	\$323,754	\$4,284,525	12.58%	2
82	9	Broward County, FL	SHIELD Housing Project	FL0714L4D012305	Renewal	PSH	\$894,973	\$894,973	\$5,179,498		
80	10	Broward County, FL	S + C Permanent Housing 88 Units	FL0258L4D012316	Renewal	PSH	\$1,401,237	\$1,401,237	\$6,580,735		
77	11	Broward County, FL	S + C 74 Unit HHOPE Chronic Homeless Initiative	FL0251L4D012316	Renewal	PSH	\$1,334,806	\$1,334,806	\$7,915,541		
75	12	Broward County, FL	S + C Permanent Housing 25 Units	FL0534L4D012309	Renewal	PSH	\$360,649	\$360,649	\$8,276,190	1.48%	1
75	13	Broward Partnership for the Homeless	Broward Partnership Housing III	FL0477L4D012310	Renewal	PSH	\$426,279	\$426,279	\$8,702,469	8.77%	2
70	14	Broward Partnership for the Homeless	Broward Partnership Housing IV	FL0668L4D012307	Renewal	PSH	\$526,319	\$526,319	\$9,228,788		
68	15	Volunteers of America	Broward I	FL0247L4D012316	Renewal	PSH	\$518,871	\$518,871	\$9,747,659	0.00%	1
68	16	Henderson Behavioral Health	Chalet Apartments	FL0249L4D012316	Renewal	PSH	\$226,952	\$226,952	\$9,974,611	1.73%	2
67	17	Broward County, FL	Hart & Home	FL0364L4D012314	Renewal	PSH	\$354,543	\$354,543	\$10,329,154		
63	18	Broward County Housing Authority	S+C Permanent Housing 100 Units	FL0259L4D012316	Renewal	PSH	\$1,476,187	\$1,327,679	\$11,656,833		
Tier - 2											
63	18	Broward County Housing Authority	S+C Permanent Housing 100 Units	FL0259L4D012316	Renewal	PSH	\$1,476,187	\$148,508	\$11,805,341		
60	19	Broward County, FL	NewHart Project	FL0254L4D012316	Renewal	PSH	\$497,878	\$497,878	\$12,303,219		
65	20	Covenant House	ROP2-Rapid Re-Housing Leasing Assistance	FL0705L4D012306	Renewal	RRH	\$269,639	\$269,639	\$12,572,858		
40	21	Hope South Florida	HOPE4Families Rapid Re-Housing	FL0498L4D012310	Renewal	RRH	\$379,233	\$379,233	\$12,952,091		
NEW (BONUS)											
	22	Broward County, FL	Broward IV Senior Expansion	Not Applicable	New - Expansion	PSH	\$457,611	\$457,611	\$13,409,702		
	23	Broward County, FL	S+C Permanent Housing 29 Unit Expansion	Not Applicable	New - Expansion	PSH	\$77,550	\$77,550	\$13,487,252		
	24	Broward County, FL	S+C 74 Unit HHOPE Chronic Homeless Initiative Expansion	Not Applicable	New - Expansion	PSH	\$206,800	\$206,800	\$13,694,052		
	25	Broward County, FL	SHIELD Housing Project Expansion	Not Applicable	New - Expansion	PSH	\$124,550	\$124,550	\$13,818,602		
	26	Broward County, FL	S+C Permanent Housing 88 Units Expansion	Not Applicable	New - Expansion	PSH	\$188,000	\$188,000	\$14,006,602		
	27	Henderson Behavioral Health	Chalet Apartments Expansion	Not Applicable	New - Expansion	PSH	\$105,336	\$105,336	\$14,111,938		
	28	Hope South Florida	HOPE 4 Families Rapid Re-Housing Expansion	Not Applicable	New - Expansion	RRH	\$214,956	\$214,956	\$14,326,894		
BONUS - DV											
CoC Planning											
		Broward County, FL	FL-601 CoC Planning Project Application 2023	FL0983L4D012300	New	CoC Planning Project	\$647,602	\$647,602	\$14,974,496		

**Tie breakers are based on the percentage of unutilized funds for the respective projects. The project with the lowest percentage of unspent funds will rank higher than projects with higher percentage of unspent funds.

2024 HDX Competition Report

2024 Competition Report - PIT Summary

FL-601 - Ft Lauderdale/Broward County CoC

For PIT conducted in January/February of 2024

Submission Information

Date of PIT Count	Received HUD Waiver
1/30/2024	Not Applicable

Total Population PIT Count Data

Category	2019	2020	2021	2022	2023	2024
PIT Count Type	Sheltered and Unsheltered Count	Sheltered and Unsheltered Count	Sheltered and partial unsheltered count	Sheltered and Unsheltered Count	Sheltered and Unsheltered Count	Sheltered-Only Count
Emergency Shelter Total	896	857	553	516	644	664
Safe Haven Total	33	32	20	32	32	0
Transitional Housing Total	524	338	221	278	187	181
Total Sheltered Count	1,453	1,227	794	826	863	845
Total Unsheltered Count	1,350	984	1,767	1,228	1,624	0
Total Sheltered and Unsheltered Count*	2,803	2,211	2,561	2,054	2,487	845

1) *Data included in this table reflect what was entered into HDX 1.0 and 2.0. This may differ from what was included in federal reports if the PIT count type was either sheltered only or partial unsheltered count.

2) Aggregated data from CoCs that merged is not displayed if PIT data were entered separately - that is, only data from the CoC into which the merge occurred are displayed. Additional reports can be requested via AAQ for any CoCs that have been subsumed into other CoCs.

3) In 2021, for CoCs that conducted a "Sheltered and partial unsheltered count", only aggregate and not demographic data were collected.

2024 HDX Competition Report

2024 Competition Report - PIT Summary

FL-601 - Ft Lauderdale/Broward County CoC

For PIT conducted in January/February of 2024

2024 HDX Competition Report

This workbook contains summary information about your CoC's data as it was entered into HDX 1.0 and HDX 2.0 for your use as part of the 2024 Competition.

To Print this Workbook:

This document has been configured as printable with preset print areas of relevant sections. To print it, go to "File", then "Print", then select "Print Entire Workbook" or "Print Active Sheets" depending on your needs.

To Save This Workbook as a PDF:

Click the "File" Tab, then click "Save As" or "Save a Copy", then click "Browse" or "More Options" then select "PDF", click "Options", select "Entire Workbook", press "OK", and click "Save". These instructions may change depending on your version of Microsoft Excel.

On Accessibility, Navigability, and Printability:

This workbook attempts to maximize accessibility, navigability, printability, and ease of use. Merged cells have been avoided. All tables and text boxes have been given names. Extraneous rows and columns outside printed ranges have been hidden. Formulas may include references to hidden rows and columns or data tables. For ease of use, these referenced sources have been hidden but can be unhidden by any user at any time. Raw data sources contained in this workbook are named according to the module and fiscal year from which they originate - e.g. "HIC_2024" is the Housing Inventory Count raw data from Fiscal Year 2024.

For Questions:

If you have questions, please reach out to HUD via the "Ask a Question" page, <https://www.hudexchange.info/program-support/my-question/> and choose "HDX" as the topic.

2024 HDX Competition Report

2024 Competition Report - Summary

FL-601 - Ft Lauderdale/Broward County CoC

HDX Data Submission Participation Information

Government FY and HDX Module Abbreviation	Met Module Deadline*	Data From	Data Collection Period in HDX 2.0
2023 LSA	Yes	Government FY 2023 (10/1/22 - 9/30/23).	November 2023 to January of 2024
2023 SPM	Yes	Government FY 2023 (10/1/22 - 9/30/23).**	February 2024 to March 2024
2024 HIC	Yes	Government FY 2024. Exact HIC and PIT dates will vary by CoC. For most CoCs, it will be last Wednesday in January of 2024.	March 2024 to May 2024
2024 PIT	Yes	Government FY 2024. Exact HIC and PIT dates will vary by CoC. For most CoCs, it will be last Wednesday in January of 2024.	March 2024 to May 2024

1) FY = Fiscal Year

2) *This considers all extensions where they were provided.

2) **"Met Deadline" in this context refers to FY23 SPM submissions. Resubmissions from FY 2022 (10/1/21 - 9/30/22) were also accepted during the data collection period, but these previous year's submissions are voluntarily and are not required.

2024 HDX Competition Report

2024 Competition Report - LSA Summary & Usability Status

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

LSA Usability Status 2023

Category	EST AO	EST AC	EST CO	RRH AO	RRH AC	RRH CO	PSH AO	PSH AC	PSH CO
Fully Usable			<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Partially Usable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>							
Not Usable				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			

EST

Category	2021	2022	2023
Total Sheltered Count	2,232	2,028	2,109
AO	1,524	1,420	1,575
AC	715	590	538
CO	0	21	0

RRH

Category	2021	2022	2023
Total Sheltered Count	1,675	1,514	689
AO	693	605	355
AC	973	908	330
CO	0	0	1

2024 HDX Competition Report

2024 Competition Report - LSA Summary & Usability Status

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

PSH

Category	2021	2022	2023
Total Sheltered Count	948	1,002	1,165
AO	759	785	878
AC	175	194	282
CO	0	0	0

1) Glossary: EST = Emergency Shelter, Save Haven, & Transitional Housing; RRH = Rapid Re-housing;

PSH = Permanent Supportive Housing; AO = Persons in Households without Children; AC = Persons in Households with at least one Adult and one Child; CO=Persons in Households with only Children

2) Because people have multiple stays in shelter over the course of a year and stay in different household configurations, a single person can be counted in more than one household type.

Therefore, the sum of the number of people by household type may be greater than the unique count of people.

3) Total Sheltered count only includes those served in HMIS participating projects reported by your CoC.

4) For CoCs that experienced mergers during any of these reporting periods, historical data will include only the original CoCs.

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than the look back stop date or client's date of birth, whichever is later.

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.

Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

Metric	Universe (Persons)	Average LOT Homeless (bed nights)	Median LOT Homeless (bed nights)
1.1 Persons in ES-EE, ES-NbN, and SH	1,731	156.2	109.0
1.2 Persons in ES-EE, ES-NbN, SH, and TH	2,096	181.3	122.0

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

b. This measure is based on data element 3.917

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

Metric	Universe (Persons)	Average LOT Homeless (bed nights)	Median LOT Homeless (bed nights)
1.1 Persons in ES-EE, ES-NbN, SH, and PH (prior to "housing move in")	2,647	1,035.8	456.0
1.2 Persons in ES-EE, ES-NbN, SH, TH, and PH (prior to "housing move in")	2,937	990.1	445.0

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 2: Returns to Homelessness for Persons who Exit to Permanent Housing (PH) Destinations

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

Metric	Total # of Persons Exited to a PH Destination (2 Yrs Prior)	Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
	Count	Count	% of Returns	Count	% of Returns ⁴	Count	% of Returns ⁶	Count	% of Returns ⁸
Exit was from SO	9	1	11.1%	1	11.1%	0	0.0%	2	22.2%
Exit was from ES	479	84	17.5%	44	9.2%	52	10.9%	180	37.6%
Exit was from TH	181	22	12.2%	9	5.0%	24	13.3%	55	30.4%
Exit was from SH	19	0	0.0%	3	15.8%	1	5.3%	4	21.1%
Exit was from PH	824	36	4.4%	35	4.3%	91	11.0%	162	19.7%
TOTAL Returns to Homelessness	1,512	143	9.5%	92	6.1%	168	11.1%	403	26.7%

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

Please refer to PIT section for relevant data.

Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

Metric	Value
Universe: Unduplicated Total sheltered homeless persons	2,118
Emergency Shelter Total	1,732
Safe Haven Total	63
Transitional Housing Total	384

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

This measure is divided into six tables capturing employment and non-employment income changes for system leavers and stayers. The project types reported in these metrics are the same for each metric, but the type of income and universe of clients differs. In addition, the projects reported within these tables are limited to CoC-funded projects.

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

Metric	Value
Universe: Number of adults (system stayers)	366
Number of adults with increased earned income	28
Percentage of adults who increased earned income	7.7%

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

Metric	Value
Universe: Number of adults (system stayers)	366
Number of adults with increased non-employment cash income	137
Percentage of adults who increased non-employment cash income	37.4%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

Metric	Value
Universe: Number of adults (system stayers)	366
Number of adults with increased total income	155
Percentage of adults who increased total income	42.4%

Metric 4.4 – Change in earned income for adult system leavers

Metric	Value
Universe: Number of adults who exited (system leavers)	195
Number of adults who exited with increased earned income	27
Percentage of adults who increased earned income	13.9%

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 4.5 – Change in non-employment cash income for adult system leavers

Metric	Value
Universe: Number of adults who exited (system leavers)	195
Number of adults who exited with increased non-employment cash income	60
Percentage of adults who increased non-employment cash income	30.8%

Metric 4.6 – Change in total income for adult system leavers

Metric	Value
Universe: Number of adults who exited (system leavers)	195
Number of adults who exited with increased total income	84
Percentage of adults who increased total income	43.1%

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 5: Number of Persons who Become Homeless for the First Time

This measures the number of people entering the homeless system through ES, SH, or TH (Metric 5.1) or ES, SH, TH, or PH (Metric 5.2) and determines whether they have any prior enrollments in the HMIS over the past two years. Those with no prior enrollments are considered to be experiencing homelessness for the first time.

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

Metric	Value
Universe: Person with entries into ES-EE, ES-NbN, SH or TH during the reporting period.	1,587
Of persons above, count those who were in ES-EE, ES-NbN, SH, TH or any PH within 24 months prior to their entry during the reporting year.	305
Of persons above, count those who did not have entries in ES-EE, ES-NbN, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	1,282

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

Metric	Value
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	2,564
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	520
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	2,044

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

Measure 6 is not applicable to CoCs in this reporting period.

Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

This measures positive movement out of the homeless system and is divided into three tables: movement off the streets from Street Outreach (Metric 7a.1); movement into permanent housing situations from ES, SH, TH, and RRH (Metric 7b.1); and retention or exits to permanent housing situations from PH (other than PH-RRH).

Metric 7a.1 – Change in SO exits to temp. destinations, some institutional destinations, and permanent housing destinations

Metric	Value
Universe: Persons who exit Street Outreach	7,564
Of persons above, those who exited to temporary & some institutional destinations	51
Of the persons above, those who exited to permanent housing destinations	159
% Successful exits	2.8%

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 7b.1 – Change in ES, SH, TH, and PH-RRH exits to permanent housing destinations

Metric	Value
Universe: Persons in ES-EE, ES-NbN, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	1,887
Of the persons above, those who exited to permanent housing destinations	845
% Successful exits	44.8%

Metric 7b.2 – Change in PH exits to permanent housing destinations or retention of permanent housing

Metric	Value
Universe: Persons in all PH projects except PH-RRH who exited after moving into housing, or who moved into housing and remained in the PH project	1,075
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	1,048
% Successful exits/retention	97.5%

2024 HDX Competition Report

2024 Competition Report - SPM Data

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

System Performance Measures Data Quality

Data coverage and quality will allow HUD to better interpret your SPM submissions.

Metric	All ES, SH	All TH	All PSH, OPH	All RRH	All Street Outreach
Unduplicated Persons Served (HMIS)	2,270	384	1,194	1,470	8,670
Total Leavers (HMIS)	1,796	251	160	971	8,074
Destination of Don't Know, Refused, or Missing (HMIS)	370	0	3	2	15
Destination Error Rate (Calculated)	20.6%	0.0%	1.9%	0.2%	0.2%

2024 HDX Competition Report

2024 Competition Report - SPM Notes

FL-601 - Ft Lauderdale/Broward County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Notes For Each SPM Measure

Note: Cells may need to be resized to accomodate notes with lots of text.

Measure	Notes
Measure 1	No notes.
Measure 2	No notes.
Measure 3	No notes.
Measure 4	No notes.
Measure 5	No notes.
Measure 6	No Notes. Measure 6 was not applicable to CoCs in this reporting period.
Measure 7	No notes.
Data Quality	No notes.

2024 HDX Competition Report

2024 Competition Report - HIC Summary

FL-601 - Ft Lauderdale/Broward County CoC

For HIC conducted in January/February of 2024

HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Year-Round, Current Beds in HMIS or Comparable Database	Total Year-Round, Current, Non-VSP Beds	Removed From Denominator: OPH EHV [†] Beds or Beds Affected by Natural Disaster*	Adjusted Total Year-Round, Current, Non-VSP Beds	Adjusted HMIS Bed Coverage Rate for Year-Round, Current Beds
ES	960	960	960	0	960	100.0%
SH	0	0	0	0	0	NA
TH	179	179	179	0	179	100.0%
RRH	266	266	266	0	266	100.0%
PSH	1,301	1,301	1,301	0	1,301	100.0%
OPH	0	0	0	0	0	NA
Total	2,706	2,706	2,706	0	2,706	100.0%

2024 HDX Competition Report

2024 Competition Report

FL-601 - Ft Lauderdale/Broward

For HIC conducted in January/February

HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Year-Round, Current, VSP Beds in an HMIS-Comparable Database	Total Year-Round, Current, VSP Beds	Removed From Denominator: OPH EHV [†] Beds or Beds Affected by Natural Disaster**	Adjusted Total Year-Round Current, VSP Beds	HMIS Comparable Bed Coverage Rate for VSP Beds
ES	960	0	0	0	0	NA
SH	0	0	0	0	0	NA
TH	179	0	0	0	0	NA
RRH	266	0	0	0	0	NA
PSH	1,301	0	0	0	0	NA
OPH	0	0	0	0	0	NA
Total	2,706	0	0	0	0	NA

2024 HDX Competition Report

2024 Competition Report

FL-601 - Ft Lauderdale/Broward

For HIC conducted in January/February

HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Year-Round, Current, HMIS Beds and VSP Beds in an HMIS-Comparable Database	Adjusted Total Year-Round, Current, Non-VSP and VSP Beds	HMIS and Comparable Database Coverage Rate
ES	960	960	960	100.00%
SH	0	0	0	NA
TH	179	179	179	100.00%
RRH	266	266	266	100.00%
PSH	1,301	1,301	1,301	100.00%
OPH	0	0	0	NA
Total	2,706	2,706	2,706	100.00%

2024 HDX Competition Report

2024 Competition Report - HIC Summary

FL-601 - Ft Lauderdale/Broward County CoC

For HIC conducted in January/February of 2024

Rapid Re-housing Beds Dedicated to All Persons

Metric	2020	2021	2022	2023	2024
RRH beds available to serve all pops. on the HIC	527	335	235	639	266

1) † EHV = Emergency Housing Voucher

2) *This column includes Current, Year-Round, Natural Disaster beds not associated with a VSP that are not HMIS-participating. For OPH Beds, this includes beds that are Current, Non-HMIS, and EHV-funded.

3) **This column includes Current, Year-Round, Natural Disaster beds associated with a VSP that are not HMIS-participating or HMIS-comparable database participating. For OPH Beds, this includes beds that are Current, VSP, Non-HMIS, and EHV-funded.

4) Data included in these tables reflect what was entered into HDX 2.0.

5) In the HIC, "Year-Round Beds" is the sum of "Beds HH w/o Children", "Beds HH w/ Children", and "Beds HH w/ only Children". This does not include Overflow ("O/V Beds") or Seasonal Beds ("Total Seasonal Beds").

6) In the HIC, "Current" beds are beds with an "Inventory Type" of "C" and not beds that are Under Development ("Inventory Type" of "U").

7) For historical data: Aggregated data from CoCs that merged are not displayed if HIC data were created separately - that is, only data from the CoC into which the merge occurred are displayed. Additional reports can be requested via AAQ for any CoCs that have been subsumed into other CoCs.