

Streamlined Annual PHA Plan (HCV Only PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, 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-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

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 if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, 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 and 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>Carlsbad Housing Agency</u> PHA Code: <u>CA077</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2023</u></p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Housing Choice Vouchers (HCVs) <u>756</u> (includes 47 Mainstream Vouchers)</p> <p>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 the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>The Carlsbad Housing Agency's Annual PHA Plan, Administrative Plan and supporting documents are available for inspection at the following locations:</p> <p><u>Main administrative office of the PHA</u></p> <ul style="list-style-type: none"> • City of Carlsbad Housing and Homeless Services 1200 Carlsbad Village Drive Carlsbad, CA 92008 <p><u>Public Libraries</u></p> <ul style="list-style-type: none"> • City of Carlsbad Main Library 1775 Dove Lane Carlsbad, CA 92011 • City of Carlsbad Georgina Cole Library 1250 Carlsbad Village Drive Carlsbad, CA 92008 <p><u>PHA Website</u></p> <ul style="list-style-type: none"> • www.carlsbadca.gov/housing <p><u>Other:</u></p> <ul style="list-style-type: none"> • City of Carlsbad Senior Center 799 Pine Avenue Carlsbad, CA 92008

PHA Consortia: (Check box if submitting a joint 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
Lead PHA:				

B. Plan Elements.

B.1 Revision of Existing PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last Annual 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.
- Operation and Management.
- Informal Review and Hearing Procedures.
- Homeownership Programs. *N/A.*
- Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.
- Substantial Deviation.
- Significant Amendment/Modification.

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

CY 2023 Financial Resources – Annual Contributions from HUD

Program/Account	HUD Budget Authority Funding	Description
Housing Choice Voucher program	\$7,788,748	Housing Assistance Payments (HAP)
Mainstream Voucher program –	\$576,722	Non-elderly Person with Disabilities
HCV Administrative Fees	\$709,235	HCV program operations
Total Resources	\$9,074,705	

Informal Review and Hearing Procedures

- Informal Review: timeframe added of fifteen (15) calendar days for applicants to request a review.
- Informal Hearings: the CHA will conduct a Management File Review prior to the Informal Hearing, in order to provide participants with an interactive process to provide information in support of their request to remain on the CHA’s Housing Choice Voucher program.

B.1

Significant Amendment/Modification

The CHA's FY2023-24 Draft Administrative Plan includes the following Local Preferences:

Special Local Preferences

The CHA has established special local preferences for:

- (1) *Displaced by Government Action.* A person or family who has been displaced as a result of government action, or whose home has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized under federal disaster relief laws.

This selection preference is rated higher than the following ranking preferences.

Category One

The CHA uses equally weighted local preferences for applicants, with priorities for those who live or work in the City of Carlsbad and are in one or more of the following categories:

- *Working Families.* The head of household, spouse or sole household member works an average of at least 30 hours per week.
- *Elderly Families (the Head of household or spouse is 62 years of age or older)*
- *Disabled families (at least one household member is disabled)*
- *Veterans or surviving spouses of veterans (a veteran with a dishonorable discharge does not qualify for this preference)*
- *Homeless- "homeless individual," "homeless person," or "homeless family" per HUD's Definition of Homeless for the Continuum of Care (CoC) Program (previously Shelter Plus Care)*

Category Two

Applicants who live or work in the City of Carlsbad, but who do not fit into Category One.

Category Three

Applicants who do not live or work within the City of Carlsbad, but are one or more of the classifications found in Category One.

Category Four

All other applicants not listed above.

B.2	New Activities. – Not Applicable
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p> <ol style="list-style-type: none"> 1. Expand the supply of assisted housing. <ul style="list-style-type: none"> • Mainstream Special Purpose Vouchers. The CHA was awarded vouchers for non-elderly persons with disabilities: 28 vouchers (2020), nine vouchers (2021) and ten vouchers in (2022). • Fair Share Vouchers. The CHA was awarded six Fair Share vouchers in Oct. 2022. • Portability Vouchers. In 2021, the CHA began administering 100% of port-in vouchers, which increased program participation by 60 households per month. 2. Improve Voucher management. <ul style="list-style-type: none"> • The CHA received a waiver from HUD for fiscal year 2022 of the Section Eight Management Assistance Program (SEMAP) report. • The CHA converted to a new software program to meet the changing requirements of HUD regulations and/or directives. • The CHA improved customer service and communications to participants and owners by utilizing documents by email. 3. Increase assisted housing choices. <ul style="list-style-type: none"> • The CHA has maintained payment standards between 90% and 110% of the HUD published Fair Market Rents to ensure voucher holders are able to utilize the HCV program to locate adequate housing in Carlsbad. • The CHA’s Housing Navigator assists voucher holders by providing services with locating housing. 4. Promote self-sufficiency and asset development of families and individuals. <ul style="list-style-type: none"> • The CHA voluntarily administers the Family Self-Sufficiency Program for participants who have ported into our jurisdiction. Since FY 2015, we have administered seven Family Self-Sufficiency (FSS) participants, two of which graduated successfully with escrow accounts. 5. Ensure equal opportunity and affirmatively further fair housing. <ul style="list-style-type: none"> • The CHA had contracted with the Center for Social Advocacy (CSA) and the Legal Aid Society of San Diego to provide Fair Housing counseling and Fair Housing seminars for housing staff, participants and owners. In collaboration with other north county cities, the San Diego Regional Analysis of Impediments to Fair Housing has given guidance to the cities and the region to affirmatively further the goals of fair housing. • Educational materials are available in the lobby in English and Spanish. The materials are also included in new HCV program participant briefing packets.
B.4	Capital Improvements. – Not Applicable
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 N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input 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. <i>To be completed after the Housing Commission meeting.</i></p> <p style="text-align: center;">Y N</p> <p>(a) Did the RAB(s) have comments to the PHA Plan? <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>
C.2	<p>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. Attached.</p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Form HUD-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. Attached.</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>Did the public challenge any elements of the Plan? <i>To be completed after the public hearing.</i></p> <p style="text-align: center;">Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> If yes, include Challenged Elements.</p>
D.	Affirmatively Furthering Fair Housing (AFFH).
D.1	<p>Affirmatively Furthering Fair Housing (AFFH). 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.</p> <p>Fair Housing Goals: Goal. All Carlsbad housing opportunities (ownership and rental, market rate and assisted) are offered in conformance with open housing policies and free of discriminatory practices.</p> <p>Strategies and Actions. With assistance from the City’s fair housing provider, the City will continue to offer fair housing services to its residents and property owners. Services include:</p> <ul style="list-style-type: none"> • Distributing educational materials to property owners, apartment managers and tenants; • Making public announcements via different media (e.g., social media, newspaper ads and public service announcements at local radio and television channels); • Conducting workshops and training opportunities with different community groups; • Monitoring and responding to complaints of discrimination (i.e., intaking, investigation of complaints, and resolution); • Referring services to appropriate agencies; • Conducting fair testing at random sites to measure compliance and remove any such impediments through fair housing law enforcement; and • Continue working collaboratively with San Diego Regional Alliance for Fair Housing to identify (SDRAFFH) to promote fair housing, education, and advocacy. The SDRAFFH also oversees the regional preparation of the Analysis of Impediments. <p>The City worked collaboratively as a partner with the San Diego Regional Alliance for Fair Housing to complete the Analysis of Impediments to Fair Housing, which covers fiscal years 2020-2025 that identifies barriers to fair housing practices around the city with a focus on areas of racial and economic disparity. Practices that were identified to reduce barriers include, but are not limited to, additional outreach in Spanish, enforcement of housing safety codes, targeted outreach related to home financing opportunities, promoting equal access to information and holding diversity awareness events and programs at a variety of locations throughout the city.</p>