

<b>5-Year PHA Plan (for All PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 02/29/2016</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

<b>A.</b>	<b>PHA Information.</b>																																					
A.1	<p><b>PHA Name:</b> _SAINT JOSEPH COUNTY HOUSING AUTHORITY <b>PHA Code:</b> _IN100</p> <p><b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 10/01/2019  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" data-bbox="203 892 1469 1276"> <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:																							
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<b>B.</b>	<b>5-Year Plan.</b> Required for <u>all</u> PHAs completing this form.																																					
B.1	<p><b>Mission.</b> State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years.</p> <p><i>The mission of the St. Joseph County Housing Authority is to provide decent, safe, affordable housing to very-low income families in St. Joseph County and to be an advocate for support programs that enhance the quality of life of those we serve.</i></p>																																					

**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 goals established by the Saint Joseph County Housing Authority to support its mission and to serve the needs of very low-income, families for the next five years are as follows:

**Goal: Improve customer service and enhance employee performance by reviewing processes and the use of technology.**

Objectives:

1. Leverage software and technology to streamline and enhance internal operations, to maximize regulatory compliance, and minimize findings during reviews and audits, and to facilitate online applications and applicant status.
2. Develop quality control and data collection procedures that track performance and ensure accurate date submission to HUD.
3. Maintain a 95% or better family record (HUD 50058) submission rate to HUD.
4. Achieve a Section Eight Management Assessment Program (SEMAP) score of 90% or better, thereby being recognized by HUD as a High Performer.

**Goal: Expand and preserve the supply of assisted housing.**

Objectives:

1. Operate the current housing choice voucher program between 95% and 100% utilization as permitted by the SJCHA annual budget authority and net asset account.
2. Establish payment standards that will enable families to rent throughout the jurisdiction.

**Goal: Improve quality of assisted housing.**

Objectives:

1. Adhere to the housing quality standards performance requirements as specified in Section 982.401 (Housing Quality Standards) of program regulations
2. In addition, all assisted housing must meet the acceptability criteria for higher standards as adopted by the SJCHA and described in Chapter 8 of our Administrative Plan.
3. Conduct additional Quality Control inspections beyond the required amount for SEMAP
4. Develop additional Housing Quality Standards informational material and distribute to participants and owners

**Goal: Increase assisted housing choices:**

Objectives:

1. Provide voucher mobility counseling to participants.
2. Increase outreach efforts to potential property owners.
3. Maintain good relationships with current property owners by providing good customer service and communication.

**Goal: Ensure equal opportunity and affirmatively further fair housing:**

Objectives:

1. Discretionary policies of SJCHA, such as our screening of program applicants for drug abuse and criminal activity are carried out without regard to a person's race, religion, or other protected category.
2. Provide Fair Housing HUD-1686-1-FHEO brochure and form HUD-903.1 in all briefing packets and make available to public in the SJCHA office.
3. Add a Limited English Proficiency Policy to Administrative Plan.

<p><b>B.3</b></p>	<p><b>Progress Report.</b> Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>The SJCHA adheres to the goals and objectives described in previous 5-Year Plan. Payment standards are adopted to enable families to rent throughout the jurisdiction. SJCHA has increased landlord participation. During, in the last year 5 new landlords have entered into a HAP contract with SJCHA. New procedures for wait list management have been implemented. The SJCHA has received council from three other local housing authorities to problem solve and develop file management, briefing packets, and interview documents. Housing quality standard administrative plan policies were compared to those of local housing authorities within the same county and proposals made to create symmetry for owners who have properties in both jurisdictions. Waiting list preferences have been established for elderly, disabled, veterans, and applicants that currently live or work in the jurisdiction.</p>
<p><b>B.4</b></p>	<p><b>Violence Against Women Act (VAWA) Goals.</b> Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>At briefing sessions and annual recertification appointments, each participant will be counseled on the VAWA Act, provided a statement of the VAWA Act, and have the steps to utilize the Act explained. In addition a list of local agencies available to help anyone is a domestic violence dating violence, sexual assault, or stalking situation is included in the packet. SJCHA posts information in the office regarding local agencies that assist victims.</p>
<p><b>B.5</b></p>	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>Significant amendments or modifications will be defined as changes to rent or admission policies, changes to waiting list organization, addition of new activities to the Plan, deletion of any activities to the current plan.</p>
<p><b>B.6</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/> The SJCHA does not have a resident advisory board, but it does have a resident commissioner. The resident commissioner has reviewed the plan.</p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p><b>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

**Instructions for Preparation of Form HUD-50075-5Y  
5-Year PHA Plan for All PHAs**

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

**A.1** Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table.

**B. 5-Year Plan.**

**B.1 Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. ([24 CFR §903.6\(a\)\(1\)](#))

**B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR §903.6\(b\)\(1\)](#)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

**B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. ([24 CFR §903.6\(b\)\(2\)](#))

**B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR §903.6\(a\)\(3\)](#))

**B.5 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

**B.6 Resident Advisory Board (RAB) comments.**

(a) Did the public or RAB provide comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ([24 CFR §903.17\(a\)](#), [24 CFR §903.19](#))

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

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