



<b>B.</b>	<b>Plan Elements.</b>				
<b>B.1</b>	<p><b>Revision of Existing PHA Plan Elements.</b></p> <p>a) Have the following PHA Plan elements been revised by the PHA since its last Annual 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 checked="" type="checkbox"/> <input 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"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</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(s):</p> <ul style="list-style-type: none"> <li>• <b><u>Statement of Housing Needs and Strategy for Addressing Housing Needs:</u></b> <ul style="list-style-type: none"> <li>▪ Updated the landlord incentive program using administrative reserves, to continue recruiting landlords and increase the affordable housing stock for HCV households.</li> <li>▪ Partnering with local Continuum of Care to help house homeless individuals/families, utilizing coordinated entry system for Emergency Housing Vouchers, Mainstream Vouchers, and housing deficient referral.</li> </ul> </li> <li>• <b><u>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions:</u></b> <ul style="list-style-type: none"> <li>▪ Updated our preferences for selection off the waitlist to the following: Local Preferences [24 CFR 982.207; HCV p. 4-16] PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan and must be based on local housing needs and priorities that can be documented by generally accepted data sources. The PHA will use the following local preferences:               <ol style="list-style-type: none"> <li>1. Due to funding constraints, it may become necessary to terminate participant families from the Shasta County HCV program. In this event, the families terminated from the program by Shasta County Housing Authority will have their name added to the HCV wait list, with priority, according to their original wait list application date. (50 points)</li> <li>2. Families who have been involuntarily displaced (within no more than six months from the date of preference verification) by governmental action, or whose dwelling has been extensively damaged or destroyed as a result of a disaster occurring within Shasta County Housing Authority jurisdiction, as declared by the Governor of the State of California or due to extensive damage as a result of a federally-declared disaster (as listed with the Federal Emergency Management Agency (FEMA)), pursuant to Federal disaster relief laws. (50 points)</li> <li>3. Families in which any member is a victim of domestic violence, dating violence, sexual assault, or stalking. (50 points)</li> <li>4. Families whose head of household, spouse, or co-head of household is elderly and/or disabled or families with dependents. (40 points)</li> <li>5. Families that are referred from an eligible organization as being housing deficient. Housing deficient families are families who meet the HUD homeless definition. (10 points)</li> <li>6. Families who reside in the PHA's jurisdiction or whose head of household, spouse, or co-head of household are employed within the PHA's jurisdiction. (5 points)</li> </ol> </li> <li>▪ Selection from the waitlist will be changed to the following: The PHA system of preferences may select families based on local preferences according to the date and time of application</li> <li>▪ Subsidy Standards will be changed to the following: The PHA will assign one bedroom for each two persons within the household, except in the following circumstances:               <ul style="list-style-type: none"> <li>○ Persons of the opposite sex (other than spouses, and children under age 5) will be allocated separate bedrooms.</li> <li>○ Live-in aides will be allocated a separate bedroom.</li> <li>○ Single person families will be allocated one bedroom.</li> </ul> </li> </ul> </li> </ul>				

<p><b>B.2</b></p>	<p><b>New Activities. –</b></p> <p>During 2019, the Shasta County Housing Authority (SCHA) published a Request for Proposals (RFP) to award up to 181 Project Based Vouchers (PBV) units within the SCHA jurisdiction. Three projects were conditionally awarded PBVs: Shasta Lake Veteran’s Village (27 VASH-PBV, 3 PBV) and Shasta Lake Project (50 PBV), both in Shasta Lake City. Also, Burney Commons (30 PBV) in Burney, CA. Veteran’s Village plan to submit and SLR package to start construction. Shasta Lake Project and Burney Commons are competing for Tax Credits, to then be able to submit and SLR package.</p> <p>SCHA Plans to continue to use PBV promote the development and preservation of affordable housing.</p> <p>Update:  Executing our first AHAP with Burney Commons project for 29 units.  Released RFP for 120 new construction and rehab PBV projects for our jurisdiction.</p> <p>Worked with a HUD TA to improve utilization in our jurisdiction. Developed a workplan based on observations and recommendations and worked closely with the HUD TA team on improvements.</p>
<p><b>B.3</b></p>	<p><b>Progress Report.</b></p> <p><b>Goals and Objectives for FY 2020-2025 Progress:</b></p> <ul style="list-style-type: none"> <li>• Expand the supply of assisted housing by applying for additional rental vouchers, as they are made available and within the Housing Authority’s capacity to apply.  <i>We have accepted EHV vouchers and applied and received FYI vouchers. We continue to look for additional programs to serve our jurisdiction</i></li> <li>• Improve the quality of assisted housing by maintaining the Housing Authority’s high-performing SEMAP score.  <i>We have been in a waiver for SEMAP scores since March 2020 but continue to work through the pandemic and fires to get back to working on indicators, we have had impact on staff and trying to address all the indicators has caused a hardship.</i></li> <li>• Increase assisted housing choices by conducting outreach efforts to potential landlords.  <i>We have a Housing Navigator (Assistant Social Worker) that works with landlords and voucher holders to connect them and promote our program to increase participation in HCV with current and new landlords.</i></li> <li>• Promote self-sufficiency and asset development of assisted households by continuing to assist participants of the Family Self-Sufficiency (FSS) program as well as promoting participation in the FSS program to existing Housing Choice Voucher (HCV) clients.  <i>FSS Social Worker has increased participation in FSS program and worked closely with all participants in meeting their goals through the pandemic</i></li> <li>• Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability and to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: As is necessary, assist persons with disabilities in locating housing suitable to their needs.  <i>Staff has attending Fair Housing training on an annual basis and worked with tenants to make sure they have access to programs</i></li> </ul>
<p><b>B.4</b></p>	<p><b>Capital Improvements. – Not Applicable</b></p>

<p><b>B.5</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A  <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:  There were 3 areas of concerned, corrective action plan was submitted on December 3, 2021:</p> <ol style="list-style-type: none"> <li>The SCHA pre-2004 AF reserve balance is not correctly reported.  The SCHA must correct the pre-2004 and post-2003 account balances on the current General Ledger as per Table 1 and provide a copy to the QAD and San Francisco Field Office.  In response to QAD-LFMR-2022-CA096, and in reference to Corrective Action 2022-1a, a copy of the FDS GL for fiscal year 06/30/2020 is attached. The special revenue fund reserve totals are properly distributed during FDS calculations annually.</li> <li>The SCHA pre-2004 AF reserve balance is not correctly reported.  The SCHA Executive Director must certify that the SCHA will properly report the pre-2004 and post-2003 balances on the next FYE financial statements in FDS and provide a copy to the QAD and San Francisco Field Office. Prior period adjustments may be required.  In response to QAD -LFMR-2022-CA096, and in reference to Corrective Action 2022-1b, I, Jaclyn Disney, certify that Shasta County Housing Authority will properly report the pre-2004 and post-2003 balances on our next fiscal year financial statements in FDS. The fiscal year that will include the corrected amounts for pre-2004 and post-2003 balances will be fiscal year 06/30/2021.</li> <li>The SCHA pre-2004 AF reserve balance is not correctly reported.  The SCHA must establish and implement procedures for recording and reporting correct balances for pre-2004 and post-2003 reserve balances and provide a copy to the QAD and San Francisco Field Office.  In response to QAD-LFMR-2022-CA096, and in reference to Corrective Action 2022-1c, Shasta County Housing Authority will ensure that balances are removed from FDS line 11170-005 within REAC and placed in FDS line 11170-006 for fiscal year 06/30/2021 reporting. SCHA further will review the FDS line items prior to submission to ensure that the correct FDS is used for all subsequent reporting periods.</li> </ol>
<p><b>C.</b></p>	<p><b>Other Document and/or Certification Requirements.</b></p>
<p><b>C.1</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></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><b>C.2</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>C.3</b></p>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>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.</p>
<p><b>C.4</b></p>	<p><b>Challenged Elements.</b> 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 type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
<p><b>D.</b></p>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p>
<p><b>D.1</b></p>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></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.

**Fair Housing Goal:**

*Describe fair housing strategies and actions to achieve the goal*

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*Describe fair housing strategies and actions to achieve the goal*

## Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV-Only 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), Number of 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.

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

**B. Plan Elements.** All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

**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 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. 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.** A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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 rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)](#)).

**Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

**Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

**Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA’s partnerships with other entities, and activities subject to Section 3 of the Housing and Community Development Act of 1968 (24 CFR Part 135) and under requirements for the Family Self-Sufficiency Program and others. Include the program’s size (including required and actual size of the FSS program) and means of allocating assistance to households. ([24 CFR §903.7\(l\)\(i\)](#)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)\(iii\)](#)).

**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.

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

**B.2 New Activities.** This section refers to new capital activities which is not applicable for HCV-Only PHAs.

**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 §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))

**B.4 Capital Improvements.** This section refers to PHAs that receive funding from the Capital Fund Program (CFP) which is not applicable for HCV-Only PHAs

**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 (AFFH).**

**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 in part 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.

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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 Annual PHA Plan. The Annual PHA Plan provides 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 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 6.02 hour 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