

Annual PHA Plan

The Housing Authority of the City of Durham

FY 2018

The PHA Plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals submitted annually the Department of Housing and Urban Development (HUD).

Draft –
Submitted
7/6/2017

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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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-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small 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 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, or at risk of being designated as troubled, 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.
<p>PHA Name: <u>The Housing Authority of the City of Durham</u> PHA Code: <u>NC013</u></p> <p>PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2018</u></p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Public Housing (PH) Units <u>1,409</u> (this number is reduced by the 477 units to be converted to Project Based Rental Assistance by the end of FY 2017)</p> <p>Number of Housing Choice Vouchers (HCVs) <u>2,791</u></p> <p>Total Combined Units/Vouchers <u>4,677</u></p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> <u>Annual Submission</u> <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. PHAs must have the elements listed below in sections B and C 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. 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. The proposed PHA plan and information about the public hearing are posted at the following locations:</p> <ul style="list-style-type: none"> • Durham Housing Authority's Central Office located at 330 East Main Street, Durham, NC 27701 	

- HOPE VI Management Office located at 705 East Main Street, Suite 7, Durham, NC 27701
- Durham Housing Authority Management Office locations:
 - o McDougald Terrace, 1101 Lawson Street, Durham, NC 27701
 - o Oldham Towers, 519 East Main Street, Durham, NC 27701
 - o Cornwallis Road, 3000 Weaver Street, Durham, NC 27707
 - o J. J. Henderson Housing Center, 807 S. Duke Street, Durham, NC 27701
 - o Hoover Road, 1126 S Hoover Rd, Durham, NC 27701
 - o Laurel Oaks, 600 Gingerberry Lane, Durham, NC 27713
 - o Morreene Road, 3412 Glasson Street, Durham, NC 27705
 - o Oxford Manor, 3633 Keystone Place, Durham, NC 27704
 - o Edgemont Elms, 912 Angier Avenue, Apt. 1-C, Durham, NC 27701
- Durham Housing Authority website - www.durhamhousingauthority.org

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

B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA?

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.**
- Grievance Procedures.
- Homeownership Programs.
- Community Service and Self-Sufficiency Programs.
- Safety and Crime Prevention.**
- Pet Policy.
- Asset Management.
- Substantial Deviation.
- Significant Amendment/Modification.

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

See Attachment B.1 Plan Revisions.

Proposed revisions to the Admissions & Continued Occupancy Policy (ACOP) and the Housing Choice Voucher Administrative Plan (HCVAP) can be found in *Attachments ACOP Changes and HCVAP Changes.*

(c) The PHA must submit its Deconcentration Policy for Field Office review.

<p>B.2</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 checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</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"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Occupancy by Police Officers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input checked="" 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. 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><i>See Attachment B.2 New Activities.</i></p>
<p>B.3</p>	<p>Civil Rights Certification.</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>Signed Form will be included in the final submission of the Annual plan in <i>See Attachment B.3 Civil Rights Certification.</i></p>
<p>B.4</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>The Most Recent Fiscal Year Audit will be available September 2017. Findings, if any, will be included in the final submission of the Annual Plan in <i>Attachment B.4 Audit.</i></p>

B.5	<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 and Annual Plan.</p> <p>The Mission of The Durham Housing Authority is to develop, own, manage and contribute to diverse communities of choice</p> <ul style="list-style-type: none"> • Goal 1: Financial Stability & Operational Efficiency • Goal 2: High Performing Organization • Goal 3: Strong Community Partnerships • Goal 4: Quality Customer Service <p>See <i>Attachment B.5 Progress Report.</i></p>
B.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(c) 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>The draft annual plan will be presented at the August 2017 RAB Meeting. Comments, if any, will be included in <i>Attachment B.6 RAB Comments.</i></p>
B.7	<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> <p>Signed Form will be included in the final submission of the Annual plan in <i>Attachment B.7 Certification.</i></p>
B.8	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
C.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.</p> <p>The most recent HUD-Approved 5-Year Action Plan was approved 12/16/2015 for fiscal years 2016 – 2020. See HUD Form 50075.2 included in DHA’s 2016 PHA annual and 5-year action plan.</p> <p>Included in <i>Attachment C.1 Capital Improvements</i> is HUD Form 50075.2 for fiscal years 2018-2022, which will be submitted for approval through the HUD EPIC system before the beginning of FY2018.</p>

The following PHA Plan elements have been revised by the Durham Housing Authority:

Statement of Housing Needs and Strategy for Addressing Housing Needs

The Housing Authority of the City of Durham (DHA) identifies the needs of the extremely low-income, very-low income, low-income, elderly, and disabled families. DHA will utilize the Rental Assistance Demonstration Program, implemented by HUD in 2012, to rehabilitate the existing public housing portfolio without largely relying on federal funding. The program authorizes public housing authorities (PHAs) to convert their existing public housing units to project-based voucher assistance units. PHAs are then able to utilize private market financing tools, such as low-income housing tax credits and multifamily housing bonds to substantially renovate their public housing portfolios. In 2012 and 2013, DHA embarked upon an ambitious plan to convert its entire public housing portfolio and HOPE VI developments to the RAD program, consisting of nearly 1900 units from 19 public developments and 4 mixed-income/tax-credit developments.

DHA is aware renters have the most severe housing cost burdens, especially at the lowest-income levels – extremely low and very low-income families – as well as elderly and disabled families. Citywide, there are approximately 16,500 low-income households. The jurisdiction has a shortfall in affordable units for very low and extremely low-income households, with the majority of very low-income individuals paying over 50% of their income for housing. Additionally, existing affordable housing developments, which serve the City of Durham’s most vulnerable populations, has the potential to lose its affordability restrictions. There are approximately 6,100 income restricted, subsidized units in Durham. DHA owns 31% of these units.

There is a significant shortage of affordable rental housing in the jurisdiction. Therefore, DHA is partnering with the City of Durham to expend public funds collaboratively that leverages private sector investment, as well as encourage a high degree of community support and engagement.

As part of the City’s Strategic planning process, a study and report on its affordable housing needs and goals was prepared. In the Five-Year Housing Plan report, the City of Durham has identified the following goals to protect and preserve housing opportunities for individuals that reside in the jurisdiction:

Goal 1: Address the City’s greatest housing needs by preserving and expanding affordable rental housing units and vouchers residents, with a focus on households below 50% AMI.

- Strategy 1(a) – Developer a closer alignment with Durham Housing Authority.
- Strategy 1(b) – Strengthen the homeless housing system.
- Strategy 1(c) – Produce green, affordable rental housing to meet highest need populations, particularly households at or below 50% AMI.

- Strategy 1(d) – Preserve existing affordable rental housing serving households at or below 50% AMI
- Strategy 1(e) – Explore the possibility of incorporating an enhanced density bonus as part of compact design districts.

Goal 2: Maintain affordability and protect low-income residents (especially households below 50% AMI) in neighborhoods experiencing significant price appreciation, with an initial focus on Southside and northeast central Durham.

- Strategy 2(a) – Create affordable homeownership options in appreciating neighborhoods.
- Strategy 2(b) – Create affordable rental options in appreciating neighborhoods.
- Strategy 2(c) – Protect existing homeowners in appreciating neighborhoods.
- Strategy 2(d) – Support and encourage neighborhood-led stabilization efforts in appreciating neighborhoods.

Goal 3: Engage the large Durham community to make affordable housing a citywide priority.

DHA's strategy to address the housing needs of families within the jurisdiction:

- Reduce the number of public housing vacancies
- Increase voucher utilization
- Utilize the Rental Assistance Demonstration Program to convert public housing to project-based assistance
- Leverage private and public funds including Low-Income Tax Credits and Tax-Exempt Bonds to create new senior and multi-family housing opportunities.

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions

Public Housing

In an ongoing effort for the Housing Authority to meet or exceed the laws and regulations regarding its public housing programs, the following Deconcentration Policy has been developed in order to comply with the Quality Housing and Work Responsibility Act of 1998. DHA provides for deconcentration of poverty and encourages income mixing by bringing higher income families into lower-income communities and lower-income families into higher-income communities. In partnership

with various Durham supportive service providers, DHA offers programs that help residents achieve self-sufficiency.

To meet the requirements of the Act and subsequent HUD regulations, at least 40 percent of families admitted to public housing by the DHA must have incomes that do not exceed 30% of the area median. If 40% or more of the Housing Authority units are occupied by families whose incomes do not exceed 30% of the area median income, this requirement shall be considered as being met.

The Housing Authority will not, in meeting this income mix targeting, concentrate very low-income families, or other families with relatively low incomes, in public housing units in certain buildings, i.e. high-rise, within Developments.

DHA's deconcentration policy must comply with its obligation to meet the income targeting requirement [24 CFR 903.2(c)(5)].

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements: developments operated by DHA with fewer than 100 public housing units; mixed population or developments designated specifically for elderly or disabled families; developments operated by DHA with only one general occupancy development; developments approved for demolition or for conversion to tenant-based public housing; and developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

Deconcentration Analysis¹

(As of June 1, 2017)

PROPERTY	AVERAGE INCOME
McDougald Terrace	\$ 6,994.00
Oldham Towers	\$ 9,648.00

¹ Average Incomes for Properties Subject to Deconcentration Rule - Scattered Sites, J.J. Henderson, and Forest Hill Heights are designated as elderly, and are not subject to the Deconcentration Rule. Laurel Oaks, Hoover Road, Club Boulevard and Edgemont Elms have fewer than 100 units, and therefore are not subject to the Deconcentration Rule.

Cornwallis Road	\$ 6,598.00
Liberty Street	\$ 10,216.00
Oxford Manor	\$ 9,587.00
ESTABLISHED INCOME RANGE	
85% of Average Property Income	\$ 7,317.00
115% of Average Property Income	\$ 9,900.00
30% of Area Median Income	\$ 24,600.00

DHA properties, as a whole, fall within the Established Income Range (EIR). All properties have income lower than 30% of the Area Median Income. However, McDougald Terrace and Cornwallis Road fall outside of the 85% EIR and Liberty Street fall outside of the 115% EIR. Morreene Road and Damar Court have been approved for conversion to a tenant-based assisted development and therefore are not subject to the Deconcentration Rule.

DHA Deconcentration Policy – For developments outside the EIR, DHA will take the following actions to provide for deconcentration of poverty and income mixing:

At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the housing authority fiscal year.

A family has the sole discretion whether to accept an offer of a unit made under DHA's deconcentration policy. DHA must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under DHA's deconcentration policy [24 CFR 903.2(c)(4)]. If, at annual review, the average incomes at all general occupancy developments are within the EIR, DHA will be considered to be in compliance with the deconcentration requirement and no further action is required.

DHA is permitted to establish local preferences and to give priority to serving families that meet those criteria in its Admission Policy. HUD specifically authorizes and places restrictions on certain

types of local preferences. HUD also permits DHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with DHA's plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 960.206(a)].

DHA's preferences are as follows:

1. Homeless Population: DHA will allow 3 percent of the public housing units to provide housing for the homeless population. The 3 percent does not include Club Boulevard, Oldham Towers, Liberty Street, Morreene Road and Damar Court. These applicants are to be referred from an Outreach Agency that will be able to provide written documentation of the individual or head of the household's homeless episodes. DHA will require the Outreach Agency to commit to a Memorandum of Understanding stating they will provide services for the household for a period of not less than one year.
2. Homeless Veterans Preference: This preference applies to members of the United States Armed Forces, Veterans or surviving spouses of veterans who served in the active military, naval or air service, and who was discharged or released from such service under conditions other than dishonorable who meets both the homeless and veteran definitions.
3. Working Preference: Families, where the head, spouse, cohead, or sole member has been continuously employed for at least six months, and who is employed at least 20 hours per week.
4. DHA applicants where the head, spouse, co-head, or sole member is a person age 50 or older, or is a person with disabilities.

DHA is revising preferences that take precedence over the admission preferences:

- DHA Relocation Preference: This preference applies to families who reside in DHA owned units who are required to relocate as a result of DHA demolition or rehabilitation.
- DHA Transfers: This preference applies to families who reside in DHA owned units who are required to relocate as a result of a Reasonable Accommodation.
- City of Durham Relocation Preference: This preference applies to families referred to the DHA by the City of Durham's Relocation Program.
- Natural Disaster (PH Resident): This selection preference is for a public housing family or individual in the City of Durham or another jurisdiction, affected by a federal and/or state declared natural disaster.
- Natural Disaster (Non-PH Resident): This selection preference is for all other families or individuals affected by a federal and/or state declared natural disaster.

Goley Pointe Waiting List Only Homeless Preference: This preference applies to families who lack a fixed, regular, adequate nighttime residence or are chronically homeless. Chronically homeless families have an adult with a disability and have been homeless continuously for one year or have had four episodes of homelessness within the last three years.

Housing Choice Voucher Program (HCVP)

DHA opened the HCVP tenant-based waiting list in September 2016 to replenish the list of applicants. When funding is available, DHA will select families from the waiting list in the determined sequence subject to income targeting requirements. DHA shall admit families who are Very Low Income regardless of selection preference in accordance with its policy. Based on turnover data and the availability of funding, DHA shall select groups of families from the waiting list to begin the verification and initial certification process.

DHA currently administers two set-aside programs by which a referral process has been implemented to receive incoming referrals from specific community agencies:

- The Unlocking Doors Referral Program was introduced in October 2015, and allows for referrals of homeless individuals/families to be accepted to the HCVP waiting list, and screened for eligibility, voucher issuance and ultimately housed. A total of 225 referrals have been allotted for this purpose. Referrals will be accepted from DHA Special Admissions, Alliance Behavioral Healthcare, Families Moving Forward, Urban Ministries, Housing for New Hope, Durham Rescue Mission, Durham VA, Durham COC. Should a future merge occur between two or more referral provider agencies, the amount of referrals allotted per agency will be combined.
- Since March 2015, DHA has collaborated with the Durham Department of Social Services (DSS) to provide 15 vouchers to eligible families seeking rental assistance who are in jeopardy of losing custody of their children due to the lack of appropriate housing. Within the span of control of this program, DHA provides Vouchers to youth ages 18 to 24 that aged out of the foster care system in North Carolina. DHA has developed a partnership Family Unification Program in concert with DSS on a trial basis, in preparation for consideration of any NOFA that HUD may publish to award funding in this category. DHA plans to open and close its HCV wait list to achieve lease up of the allocated vouchers.

Financial Resources

Sources:

1. Federal Grants (FY2018 grants)	Amount	Planned Use
a. PH Operating Fund	\$ 6,497,696	PH Operations
b. PH Capital Fund	\$ 770,691	PH Capital Improvements/Development Activities
c. Hope 6 Revitalization	\$ -	
d. Funding for HCV	\$ 20,165,667	HCV Operations
e. ROSS Grant - FSS Coordinators	\$ 206,680	Resident Services
f. Shelter Plus (SNAP)	\$ 102,585	HCV Operations
g. Jobs Plus	\$ 666,667	Resident Services
h. ROSS Disabled/Elderly & Family	\$ 164,000	Resident Services
i. ROSS Education	\$ 30,000	Resident Services
j. 21st CCLC	\$ 300,000	Resident Services
k. Continuum of Care	\$ 19,000	Resident Services
Sub-total (Fed Grants - Year 2018)	<u>\$ 28,922,986</u>	

2. Prior year federal grants (unobligated)

a. CFP Grants		
CFP 2012	\$ 225,000.00	
CFP 2013	\$ 736,205.00	
CFP 2014	\$ 1,377,043.00	
CFP 2015	\$ 1,644,526.00	
CFP 2016	\$ 1,892,081.00	
CFP/RFH 2017 est	\$ 3,087,703.00	
RHF 2011	\$ 21,017.00	
RHF 2013	\$ 402,152.00	
RHF 2014	\$ 409,601.00	
RHF 2015	\$ 303,495.00	
RHF 2016	\$ 324,188.00	
Sub-total CFP Grants	<u>\$ 10,423,011.00</u>	PH Capital Improvements/Development

3. PH Dwelling Rental Income

\$ 3,273,156 PH Operations

4. Other Income

a. Excess utilities - based on 2017 budget	\$ 15,282	PH Operations
b. Investment Income - based on 2017 budget	\$ 500	HCV Operations
c. Other - PH - 2017 budget	\$ 188,194	PH Operations
d. Other - HCV - 2017 budget	\$ 12,900	HCV Operations
Subtotal Other Income	<u>\$ 216,876</u>	

Non-federal sources

a. Wal-Mart grant	\$ 200,000	Resident Services
b. Governor's Crime Commission (FAME)	\$ 58,000	Resident Services
c. JCPC	\$ 30,000	Resident Services
Subtotal Non-federal source	<u>\$ 288,000</u>	

Total Resources \$ 43,124,029

Rent Determination

A family's income determines eligibility for assistance and is also used to calculate the family's rent payment. DHA will use the policies and methods described in ACOP and its HCVAP, as well as HUD regulations, to ensure that only eligible families receive assistance and that no family pays more or less than its obligation under the regulations.

Public Housing Program

- Income-based rents are set at the highest of 30% of adjusted monthly income, or 10% of unadjusted monthly income. DHA will not employ any discretionary rent-setting policies for income-based rent in public housing.
- Flat Rents have been established based on the operating cost of the public housing units, rental value of the units, and DHA and Quality Housing and Work Responsibility Act (QHWRA) objectives for encouraging residents to work. DHA does not currently offer ceiling rents.
- DHA's minimum rent is \$50.00. DHA has adopted minimum rent hardship exemption policies contained in Chapter 6 of the ACOP.
- Families paying minimum rent are required to report all income increases, including new employment, within ten (10) business days of the date the change takes effect so that DHA may recalculate rent. Interim reexaminations will only be conducted for families that qualify for the earned income disallowance (EID), and only when the EID family's rent will change as a result of the increase. In all other cases, DHA will note the information in the tenant file, but will not conduct an interim reexamination.

Housing Choice Voucher Program

- DHA is retaining the calculation of the participant's contribution at greatest of 30% of adjusted income, or 10% of monthly income.
- DHA is not adding any income exclusions to the statutory requirements in the calculation of adjusted income.
- DHA implemented a new procedures for calculating the income of participating families eligible for the Earned Income Disregard (EID), in accordance with a change in HUD regulations; all families determined eligible for the EID on or after May 9, 2016, will be eligible for a 24 month lifetime maximum expiration period, as opposed to the 48 month lifetime maximum expiration period previously afforded to families.
- DHA will accept a family's self-declaration of assets with a value of less than \$5,000. The self-declaration will include the current value of the asset and the amount of income the family

expects to receive from the asset source. DHA application and reexamination documents, signed by all adult family members, will serve as declaration. Where the family has net family assets equal to or less than 5,000.00, DHA at its sole discretion may request the family to supply supporting documentation – current bank statement to confirm the assets or amount of income the family expects to receive from the asset source. Where the family has assets in excess of \$5,000.00, DHA will obtain supporting documentation from the family to confirm the asset and expected income.

- DHA will continue to use the payment standard within 90% and 110% of the FMR for HCV program participants. DHA will consider the increasing its payment standard set at for families seeking one-bedroom and two-bedroom units to afford greater opportunity to find units in the Durham jurisdiction in this category. The use of a higher payment standard is consistent with DHA's plan to afford participants the opportunity to relocate outside of poverty-impacted areas.
- DHA has established a minimum total tenant payment of \$50.00.
- DHA's Housing Choice Voucher Program has adopted minimum rent hardship exemption policies.
- DHA has revised its Housing Choice Voucher Program Administrative Plan to include changes in policy related to the updated Violence Against Women Reauthorization Act of 2013 (VAWA).

Operation and Management

DHA revises the Public Housing Admission and Continued Occupancy Policy (ACOP) and Housing Choice Voucher Program Administrative Plan (HCVAP) annually to reflect continuing programmatic changes in HUD rules and regulations, in addition to adjustments for proposed federal budget limitations. With the responsibility to serve more than 4,500 families, DHA places considerable focus on improved customer satisfaction, information technology enhancements, and increased occupancy rates. The latest approved version of the ACOP and HCVP Admin Plan can be found on the Durham Housing Authority website – www.durhamhousingauthority.org.

Public Housing

DHA's ACOP governs and assist staff in a carrying out variety public housing duties. The ACOP guides DHA in its admission of applicants, calculation of rent as well as ongoing occupancy up to termination. The ACOP is divided into eighteen parts and is updated annually.

Proposed changes to the ACOP to go into effect January 1, 2018 include:

- Revised language for the Application Process: The application process will go from a two-step process to a one-step process. Under the one-step process the family will be required to provide all information necessary to establish eligibility and the amount of rent the family will pay when selected from the waiting list.
- Revised language for Placement on the Waiting List: Applicants will be placed on the waiting list according to date and time their completed application is received by DHA, then by DHA preference.
- Additional language for Opening and Closing the Waiting List: Adding: DHA should publish a notice in local newspapers of general circulation, minority media, and other suitable media outlets that DHA is closing the waiting list. Such notice must comply with HUD fair housing requirements. Adding: In order to close the site based waiting list, sites are required to have at least three times the number of applications versus units in the community.
- Additional language for reporting changes in Family Circumstances: Adding: Submitted changes must be stamped with date and time.
- Additional language for preferences that take precedence over the admission preferences: Adding: Precedence Preference for Disasters, fire, natural, etc.
- Additional language for VAWA Emergency Transfer: Adding language for emergency transfers for current DHA residents as well as transfers from PHA to PHA. Language will include what documents are to be completed by requestor and what documents are to be requested by DHA from a transferring PHA.
- New language for Smoke Free Policy: This language will cover the what smoke free means, identify that all DHA properties will be smoke free; identify the area smoking is limited to; as well as the enforcement policy for those that violate the lease.
- Reasonable Accommodation Policy: Adding language for reasonable accommodation for applicants and current residents regarding types of reasonable accommodations, procedures for processing and procedures for grievance request.
- New language for Harassment Policy: Adding language for harassment policy that will apply to staff, residents, household members, guest, visitors, and vendors. Language will instruct on examples of harassment and procedure for filing complaints

See *Attachment Proposed Admissions & Continued Occupancy Policy (ACOP) Changes* for a side-by-side comparison of revisions to the plan.

Housing Choice Voucher Program

The Administrative Plan describes the policies for carrying out the HCV programs in manner consistent with HUD requirements, local goals and objectives contained in the Agency Plan. The Housing Choice Voucher Program regulations specify the policy areas that must be covered in the Administrative Plan. The PHA must revise its plans when HUD amends regulations or when local circumstances require a policy change. The Housing Authority Board of Commissioners or other governing body must formally adopt the Administrative Plan and any revisions. The Administrative Plan becomes the PHA's "official" policy when it is approved by the Board of Commissioners.

The Proposed changes to the HCVAP to go into effect 10/1/2017 can be seen in *Attachment Proposed Housing Choice Voucher Program Administrative Plan (HCVAP)* for a side-by-side comparison of revisions to the plan.

Safety and Crime Prevention

DHA has strong connections with the Durham Police Department (DPD), Durham Sheriff Department and other law enforcement agencies. We receive weekly, monthly stats from DPD, which helps DHA gauge where, what and when crimes are committed on our properties and calls for services. DHA is involved with the following Safety and Crime Prevention outreach opportunities:

- DHA is affiliated with The City-Wide Partners Against Crimes
- DHA hosts Bi-Monthly Crime Task Force meetings, which consist of resident leaders, local law enforcement agencies, Durham Housing Authority staffers and guest.
- National Night Out
- Neighborhood Watch
- Annual City-Wide Crime Prevention Workshop
- Annual DHA / DPD / Durham County Sheriff Department
- Resident Safety and Crime department meets monthly with Resident Councils throughout DHA to deliver monthly themes hear from residents, address crime, along with other agencies throughout the city.
- Share work relations with Durham Crisis Center, Community Support Groups, DPD Crisis Intervention Team and Durham County Health Department and other agencies to address

Domestic Violence, Sexual Assaults, Substance Abuse, Mental Health, Homelessness and Durham County Emergency Management to aid our residents.

In accordance with Violence Against Women Act (VAWA), DHA established policies that enable DHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking. DHA's VAWA Policy is as follows:

The "Violence Against Women and Department of Justice Reauthorization Act of 2005" (Publication L. 109-162), Section 606 amends the low-income assistance voucher program (Sec. 8 (c) and 8 (d)); Section 607 amends public housing admissions (Sec. 6 (c)) and lease provision (Sec. 6 (1)) under Section 6 of the U. S. Housing Act of 1937, and provides new benefits to victims of domestic violence, dating violence, sexual assault or stalking. In addition, this section creates a new Section 6 (u) that would establish certification for the application of termination

It is the goal of DHA to maintain compliance with all applicable legal requirements imposed by VAWA. DHA will provide and maintain housing opportunities for victims of domestic violence, dating violence, sexual assault and stalking. DHA will take appropriate action in response to an incident of domestic violence, dating violence, sexual assault and stalking affecting individuals assisted by the DHA. Currently, DHA does not offer activities, services, or programs to enhance victim safety or prevent violence in this category.

DHA will post the following information regarding VAWA in its Central and Property Management offices and on its web site. DHA will also make the information readily available to anyone who requests it.

- Notice of Occupancy Rights under VAWA (Form HUD-5380)
- Certification of Domestic Violence, Dating Violence, Sexual Assault or Stalking and Alternate Documentation (Form HUD-5382)
- A copy of the DHA'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 1-800-787-3224 (TTY)
- Contact information The Durham Crisis Response Center – a local victim advocacy group and service provider – whose mission is to work with the community to end domestic and sexual violence through advocacy, education, support and prevention.

DHA intends to undertake the following new activities:

Hope VI or Choice Neighborhoods

When a FY2017 or FY2018 Choice Neighborhoods Planning Implementation Grant Notice of Funding Availability becomes available, DHA will apply for the Downtown East neighborhood. The targeted neighborhood includes Oldham Towers – a seven-story apartment building with 106 efficiencies and one-bedroom units – and Liberty Street – a multifamily developments with 108 one, two, and three-bedroom units. The developments are located on two contiguous parcels.

Mixed Finance Modernization or Development

Goley Street, Affordable Housing Development (up to 45 units) – This rental development will consist of up to 45 dwelling units. Families will occupy the walk-up, row-house and semi-detached type structures. The unit size bedroom distribution is anticipated to include 22 two-bedroom and 23 three-bedroom rental units. DVI will work with a qualified architectural and engineering firm to determine the maximum number possible of replacement units. A Mixed-Finance / Modernization Proposal is planned to be submitted to HUD in 2019.

Lincoln Apartments, Affordable Housing Development (up to 100 units) – This 9.08 acre site may consist of a combination of rental and for-sale homeownership units. The currently vacant 150-unit apartment complex was constructed in phases between 1960 and 1970. The inhabitable buildings are brick and concrete structures with shingle roofs. A Mixed-Finance / Modernization Proposal is planned to be submitted to HUD in 2018.

Kerrwood Estates, Affordable Housing Development (NC013-19 / 3 units) – There are currently 3 vacant parcels remaining at this development; the other single-family homes were previously sold. A HUD Mixed-Finance / Modernization Proposal is planned to be submitted in 2018.

Rental Assistance Demonstration (RAD) Conversions – DHA received a portfolio and all developments may undergo modernization in the upcoming years under the RAD program. Please see section titled "Conversion of Public Housing to Project-Based Assistance under RAD" below for more information.

Demolition and/or Disposition

Birchwood Heights (NC013-13 / 4 units) – a Demolition / Disposition Proposal was submitted to HUD Special Allocations Center in 2017.

Central Office – DHA may also explore the possibility of submitting a Demolition / Disposition Proposal for the Central Office located at 330 East Main Street.

Edgemont A and Edgemont B – DHA owns 37 lots that were originally planned as the Homeownership Phase of its HOPE VI Grant. A Demolition / Disposition Proposal is planned to be submitted to HUD in 2018 to dispose of the parcels.

Kerrwood Estates (NC013-19 / 3 units) – There are currently 3 vacant parcels remaining at this development; the other single-family homes were previously sold. A HUD Demolition / Disposition Proposal is planned to be submitted in 2018.

McDougald Terrace (NC013-01 / 14 units) – Two buildings have been vacant since 2008. A HUD Demolition / Disposition Proposal is planned to be submitted in late 2017 or early 2018.

Vacant DHA-owned parcels – as part of the RAD conversion, DHA may seek to demolish all or a portion of the units at the sites and replace them elsewhere on parcels owned by DHA and/or DVI located within the city of Durham. A HUD Demolition / Disposition Proposal will be submitted on an as-needed basis.

Designated Housing for Elderly and/or Disabled Families

DHA has designated a total of 307 housing inventory units to the Elderly, representing 17% of DHA's total public housing inventory. Those units are in the following Developments: Scattered Sites; JJ Henderson; Forest Hill Heights and Morning Glory. There are 173 zero-bedrooms; 130 one-bedrooms and 4 two-bedrooms in this 307 total.

Among the designated developments, DHA must also apply any preferences that it has established. If there are not enough elderly families to occupy the units in a designated elderly development, DHA may allow near-elderly families to occupy the units. If there are an insufficient number elderly and near-elderly families for the units in a development designated for elderly families, DHA must make available to all other families any unit that is ready for re-rental and has been vacant for more than 60 consecutive days. As DHA converts its portfolio, it may request authorization for updates to these designations.

Conversion of Public Housing to Project-Based Assistance under RAD

The following developments are planned for conversion under RAD by the end of 2017:

- Morreene Road (NC013-10) Public Housing Development / 224 units

- Damar Court (NC013-11) Public Housing Development / 102 units
- Edgemont Elms (NC013-21) Affordable Housing Development / 16 units
- Calvert Place (NC013-16) Affordable Housing Development / 43 units
- Franklin Village (NC013-28) Affordable Housing Development / 46 units
- Main Street Townhomes (NC013-29) Affordable Housing Development / 21 units
- Morning Glory Senior Village (NC13-30) Affordable Housing Development / 25 units

DHA received a portfolio conversion award from HUD in March 2015 and RAD applications for remaining developments were submitted in March 2016. DHA and/or DVI will work with a qualified planner and architectural and engineering firm to determine the maximum number and type of replacement units. As part of the RAD conversion, DHA may seek to demolish all or a portion of the units listed below at the sites and replace them elsewhere on parcels owned by DHA and/or DVI and other developments in the city of Durham.

McDougald Terrace (NC013-01 / 360 Units) – This rental development was built in 1959 and has fifty-nine dwelling unit buildings and one non-dwelling unit building. Families occupy the row type brick veneer structures. The unit size bedroom distribution includes 58 one-bedroom, 136 two-bedroom, 100 three-bedroom, 61 four-bedroom, and 5 five-bedroom rental units. A 9% Low Income Housing Tax Credit (LIHTC) application submission for the development is planned for January 2019.

Scattered Sites (NC013-03 / 50 units) – This rental development was built in 1962 and has twenty-five dwelling unit buildings and one non-dwelling unit building. Elderly individuals occupy the duplex-type wood frame with brick veneer structures. The unit size bedroom distribution includes 12 zero bedrooms and 38 one bedrooms. A 4% LIHTC application submission, in conjunction with the Hoover Road development (NC013-08), is planned for July 2017.

Oldham Towers (NC013-04 / 106 units) and Liberty Street (NC013-06 / 108 units) – Oldham Towers was built in 1969 and has one seven-story dwelling unit building and one non-dwelling unit building used to house the Resident Services Department. Elderly and non-elderly disabled individuals occupy the units. The complex consists of 50 zero-bedroom, 53 one-bedroom, and 3 three-bedroom units. Liberty Street was built in 1972 and has twenty-six dwelling unit buildings and one non-dwelling unit building. Families occupy the row type structures and elderly individuals occupy the two-story walk-up structures. The unit size bedroom distribution includes 32 one-bedroom, 47 two-bedroom, and 29 three-bedroom units. A combined Commitment to enter Housing Assistance Payments (CHAP) was awarded to Oldham Towers and Liberty Street during the fourth quarter of 2015. A 9% LIHTC application submission is planned for January 2017.

Cornwallis Road (NC013-05 / 200 units) – This rental development was built in 1967 and has eighty-two dwelling unit buildings and one non-dwelling unit building. Families and elderly individuals occupy the single-family duplex and row type wood frame and brick veneer structures. The unit size bedroom distribution includes 20 one-bedroom, 50 two-bedrooms, 76 three-bedroom units, 46 four

bedrooms, 6 five bedrooms, and 2 six bedrooms. A 9% LIHTC application submission for the development is planned for January 2020.

Club Boulevard (NC013-07 / 77 units) – This rental development was built in 1969 and has seventy-seven dwelling unit buildings and one non-dwelling unit building. Families occupy single-family structures. The unit size bedroom distribution includes 54 three-bedroom and 23 four-bedroom rental home units. A 9% LIHTC application was submitted for the development in January 2017 with a plan to demolish all 77 units and transfer 29 units from Liberty Street.

Hoover Road (NC013-08 / 54 units) – This rental development was built in 1968 and has seven dwelling unit buildings and one non-dwelling unit building. Families occupy the row type wood frame and brick veneer structures. The unit size bedroom distribution includes 21 two bedrooms and 33 four bedrooms. A 4% LIHTC application submission, in conjunction with Scattered Sites (NC013-03) is planned for January 2017.

J. J. Henderson Housing Center (NC013-09 / 178 units) – This rental development was built in 1978 and has one nine-story dwelling unit building. Elderly individuals occupy the units the reinforced concrete frame and reinforced exterior wall high-rise elevator structure. The unit size bedroom distribution includes 141 zero bedrooms and 37 one bedrooms. A 4% LIHTC application submission for the development is planned for July 2018.

Oxford Manor (NC013-12 / 172 units) – This rental development was built in 1972 and has sixty-six dwelling unit buildings and one non-dwelling unit building. Families occupy the two-story row type wood frame with brick veneer structures. The unit size bedroom distribution includes 50 two-bedrooms, 34 three-bedroom units, 68 four bedrooms, and 20 five bedrooms. A 4% LIHTC application submission for the development is planned for July 2017.

Forest Hill Heights (NC013-14 / 55 units) – This rental development was built in 1981 and has eight dwelling unit buildings and one non-dwelling unit building. Elderly individuals occupy the row type structures. The unit size bedroom distribution includes 20 zero-bedroom and 35 one-bedroom rental units. A 4% LIHTC application submission for the development is planned for 2019.

Laurel Oaks (NC013-15 / 30 units) – This rental development was built in 2004 and has six dwelling unit buildings and one non-dwelling unit building. Families occupy the row type wood frame and brick veneer structures. The unit size bedroom distribution includes 30 three-bedroom units. There is vacant land at the site that will allow for the construction of additional units. A Straight Conversion is planned for 2018.

Occupancy by Police Officers

For the purpose of increasing security, DHA may consider taking units offline at various communities with high crime so those units could be used to monitor activity. With HUD approval, DHA would allow Resident Safety staff/Law Enforcement Officials to occupy those units at select public housing communities.

Non-Smoking Policies

DHA will establish and implement standards and requirements for its smoke-free policy for properties owned and operated by HDA effective May, 2018. DHA will involve residents through Resident Council Meetings; Resident Advisory Board Meetings as well as resident surveys. These policies and procedures must be abided by residents; household members; guest; visitors; DHA employees; contractors and employees of contractors. The policy will consist of three parts: Definitions; Implementation and Enforcement and Smoking Cessation Assistance.

Project-Based Vouchers

For all developments converting to Project-based assistance under RAD after FY2017, Project-based Vouchers (PBV) will be used. The new project-based voucher developments will comply with PBV goals, civil rights requirements, Housing Quality Standards, and deconcentration standard as stating 983.57(b)(1). The projected numbers of project-based units is 1409 and are located less than 5 miles from downtown Durham.

Units with Approved Vacancies for Modernization

Units with approved vacancies for Modernization are located at developments with Commitment to Enter into Housing Assistance Payment (CHAP) under the RAD program. These developments are Morreene Road, Damar Court, Club Boulevard, Oldham Towers, Liberty Street, and Laurel Oaks.

Other Capital Grant Programs

DHA will apply for the FY2018 Emergency Safety and Security Grant when the application notice becomes available.

Mission: To develop, own, manage and contribute to diverse communities of choice.

The Durham Housing Authority (DHA) formally adopted its updated Strategic Plan in May of 2017, recognizing the importance of having a clear and current set of goals to accomplish its mission. The main focus was to produce a relevant set of goals and corresponding objectives that more closely mirrored the long term plans of DHA, the community, and most importantly how DHA can better serve its clients.

DHA's vision is to be the leading affordable housing provider dedicated to building stronger Durham communities. With that in mind, during the preliminary stages of developing these goals, DHA made great strides towards the objectives to accomplish them. DHA will endeavor to meet and exceed these goals and objectives in the coming years.

Goal 1: Financial Stability & Operational Efficiency

Objectives:

- Improve DHA's financial operations, structure and reporting capability
- Diversify revenue sources in order to promote financial sustainability and stability
- Upgrade DHA's use of technology and develop a strategy for moving toward a paperless environment
- Ensure work processes and decision-making practices are aligned to support DHA's mission

Progress:

In order to achieve financial stability and operational efficiency, DHA has streamlined current banking activities to include services that will increase efficiencies in financial processing and enhanced rent collections to provide tenants with options for making payments electronically. DHA is also exploring our current software system and revamping our set-ups to optimize its use.

Goal 2: High Performing Organization

Objectives:

- Recruit and Retain Quality Employees
- Strengthen DHA's Financial Well-being
- Achieve and Maintain High Performing Status (i.e. SEMAP and PHAS)
- Develop an Internal Control System

Progress:

In order to recruit and retain quality employees, DHA will solicit a wage/rate comparability study of the existing organizational structure by the end of FY2017. Once the study is completed DHA will update job descriptions and develop a compensation incentive plan for high performing employees. DHA will also increase staff training on-the-job and off-site to all staff. DHA is currently working on developing strategies for succession planning for manager and directors level positions.

Strengthening DHA's financial well-being comes in many forms. For example, in 2017 each department has designated one person to contact our legal firm to assist with driving down cost. Additionally, the Housing Choice Voucher Program (HCVP) reduced legal fees by bringing HCFP's collections in-house. DHA is currently identifying ways to promote different kinds of energy change at each of the properties through multi-family utility benchmarking and energy reviews. DHA will continue to mitigate the potential for fraud by developing internal controls through separation of duties and ensuring policies are in place. DHA plans to develop a fee-for-service program for reimbursements of overhead costs and to offset any COCC deficits. DHA continues to actively search and apply for funding for resident services, resident scholarships and partnerships with non-profit organizations. DHA applied to the HOPWA, Shelter Plus Care, and Home Again grant and also created a grant writing team in May 2017 to improve chances of receiving available funding.

HCVP obtained high performance status on the 2016 SEMAP. In order to achieve and maintain High Performing Status, HCVP will continue to track the progress on the SEMAP indicators. On the public housing side, the Senior Property Manager and Maintenance Supervisors attended a UPCS Protocol Inspector Training in 2016. By the end of 2017 REAC training will occur to gain the knowledge to increase future REAC scores.

One of the first steps DHA took to develop an Internal Control System in 2017 was to assess the current compliance process. A Compliance Unit has been created to work closely with the HCVP and Public Housing departments to ensure efficiency and effectiveness with the operations, programs, and services.

Goal 3: Strong Community Partnerships

Objectives:

- Strong Community Relations
- Increase Community Awareness

Progress:

Strong partnerships have enhanced the success of our communities with their dedication toward improving of our residents' educational levels, health & wellness and job preparation. These organizations continuously provide assistance in areas of medical support (blood pressure screening & obesity awareness, case management), food distribution, nutritious meals and academy preparation. The

projected total of clients to be serviced by this overall partnership program is 1000 residents per year. As of May 2017, DHA has reached 75% of its goal.

Partner Type	# of Partners	# of Residents served
Principal Partners (Firms that provide regular / on-going services)	6	510
Reoccurring Partners (Active firms that work throughout the year)	30	200
Non-Reoccurring Partners (Active firms on one-time events)	5	25
Goodwill Partners (Relationships developed by staff)	35	10
Total	76	745

The Resident Services Department is dedicated to improving the lives and safety of children and youth residing in our communities. Our goal is to connect our youth to positive enrichment programs such as on-site afterschool and tutoring services, mentoring and youth development programs.

DHA will continue to enhance its safety and security efforts for DHA residents and the surrounding neighborhoods through community engagement programs, presenting safety monthly Resident Council meetings, City-Wide Partners Against Crime Initiatives and active participation with the DPD, Crime Task Force meetings, and annual National Night Out events. DHA applied for HUD’s Safety and Security Grant for installation of additional cameras at the Oxford Manor Development in 2016.

Goal 4: Quality Customer Service

Objectives:

- Ensure that there is effective Communication within the organization, with clients and with the community
- Treat everyone with RESPECT
- Ensure that staff are Knowledgeable about the programs that we offer
- Build stronger levels of Trust and Transparency

Progress:

Ensuring effective communication takes many forms; the HCVP department implemented quarterly Landlord Workshops in 2017 to educate current and new Landlords on the rules, regulations and DHA’s process, while the Asset Management has monthly meeting to discuss customer service, new regulations, and policy changes. Asset Management staff have also attended customer service trainings in 2016 and 2017. The HCVP program is revising the customer walk-in inquiring process to ensure that it’s efficient and is in the process of scheduling departmental customer service training.

The DHA ConnectHome initiative continues to provide access to the internet with free Wi-Fi to its residents. Durham along with twenty-six other cities was selected to participate in the ConnectHome initiative. ConnectHome is part of President Obama's effort to provide high speed internet to low-income households. Internet access will help ensure that students will have access to the internet at home.

The Resident Services Department provides services and service-linkages on a daily basis. Our programming schedules cover a six day window (Monday thru Saturday). Examples of existing programs are Moms on a Mission (mentoring young mothers to improve parenting skills) and Men of Vision geared to motivate young men for sustainable careers. Secondly, we implemented computer literacy training (providing computer hardware at no cost) to the residents that attend these scheduled classes. Thirdly, our health and wellness partners have developed meaningful relationships for improving health for our family and elderly residential sites. The University of North Carolina Medical Center, Duke University Medical Center & Nursing Department and North Carolina Central University's Nursing students have established health assessment programs for several of our family communities and elderly & disabled sites.

We will continue to explore opportunities for staff to have access to intranet services to improve communication and promote workplace efficiency. Quarterly General staff meetings are held to provide updates on what's taking place within the agency/community.

Goal 5: Create Healthy and Sustainable Communities

Objectives:

- Elicit/involve (resident) Community participation in planning decisions (i.e. municipal (zoning & ordinances), state, and federal)
- Promote public health (i.e. – health assessments) and a clean and safe environment
- Provide diversity and diverse housing opportunities
- Design housing that incorporates transportation options
- Improve availability and access by ALL to opportunities and needs

Progress:

By engaging the residents, asset management will examine ways to improve the overall safety and aesthetics of the developments. DHA has also established productive partnerships with local health & wellness providers, medical centers and local university nursing departments to provide healthy assessments and workshops for our residents. The University of North Carolina Medical Center currently provides PHD Doctorial personnel to engage our residents on a program called "Community Engagement to Enhance Evidence-based Interventions" which is an AIDS Awareness Study. Duke University Medical Center and Nursing Department are establishing a Health Assessment Program for adults and children in our communities. North Carolina Central University's Nursing students have established a health assessment program for two of our elderly & disabled sites.

As part of the Rental Assistance Demonstration (RAD) program, DHA has continuously updated residents about the upcoming conversions. Since January 2017, Development staff has presented monthly updates to Morreene Road and Damar Court resident councils to elicit feedback and answer any questions pertaining to RAD.

DHA is providing diversity and diverse housing opportunities by utilizing various funding sources, such as Low Income Housing Tax Credit, Continuum of Care, etc. DHA submitted a 9% LIHTC for the Club Boulevard Development in May 2017. DHA is also working with the City of Durham to build affordable housing near the future light rail station.

Goal 6: Strong Asset Portfolio

Objectives:

- Maintain attractive, well-manicured properties / building and quality fleet management
- Invest in private market real estate
- Alternative Funding Sources
- Maintain competitive rents
- Have a pool of builders, developers and architects

Progress:

DHA has procured landscape contractors to assist in the seasonal maintenance of the properties. Each department will assess current fleet to determine what is no longer useful as well as developing a SOP and tracking mechanism to maintain fleet comprehensively. Researching and applying to alternative funding sources will create a strong asset portfolio for DHA. Annually a rent study is procured. DHA solicited for a pool of general contractors in 2016 and in by the end of 2017 solicited for a pool of qualified builders, developers, and architects.

C.1 Capital Improvements

The CFP 5-Year Action Plan describes the capital improvements necessary to ensure long-term physical and social viability of DHA’s public housing developments. Furthermore, in order to be entitled for fungibility, Public Housing Authorities must have an approved 5-Year Action Plan.

The Capital Fund Program is the primary source of funds to repair and/or renovate the public housing properties. However, this program – as a result of declining federal annual appropriations – continues to experience severe funding reductions. The agency has not been able to fully rehabilitate its public housing properties to address all necessary repairs. Therefore, DHA chose to submit a Rental Assistance Demonstration (RAD) program portfolio conversion in October 2013 and was awarded a RAD Portfolio Conversion Award on March 25, 2015.

For each property converted from public housing to Section 8 Project-Based Rental Assistance (PBRA), a portion of the DHA’s future Capital Fund Grants budgets, as shown below, will be reduced. This amount will be transferred to the converted Section 8 property contract rent amount. A pro-rata portion of the agency’s operating subsidy for each of these properties will also be transferred, added to the capital fund portion, to formulate the contract rent amount.

The following chart depicts the percentage that each development contributes to the total CFP grant amount:

Developments converting to PBRA in 2017	%	Development	%	Development	%
Morreene Road	11.11%	Oxford Manor	11.09%	McDougald Terrace	20.38%
Damar Court	5.60%	Birchwood	0.14%	Scattered Sites	2.45%
Calvert Place	1.55%	Forest Hill Heights	2.70%	Oldham Towers	5.00%
Holman Homes	1.82%	Laurel Oaks	1.19%	Cornwallis Road	12.22%
Main Street Townhouses	0.76%	Hoover Road	3.34%	Liberty Street	6.07%
Morning Glory Senior Village	0.75%	JJ Henderson	8.23%	Club Boulevard	4.93%
Edgemont Elms Apartments	0.62%	Worth Street	0.04%		
Projected CFP 2018 reduction due to RAD conversions	22.21%				

With respect to public housing projects owned, assisted, or operated by DHA, the following chart (Part 1 of Form HUD 50075.2) lists the projected Capital Fund Program grant dollars DHA expects form HUD and the associated activities assigned for those funds. A twenty percent decrease in each succeeding year is due to projected RAD conversions and subsequent Capital Fund reductions.

Part I: Summary						
PHA Name/Number			Locality (City/County & State)		Original 5-Year Plan Revision No:	
Housing Authority of the City of Durham NC013			Durham/Durham County North Carolina			
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2018</u>	Work Statement for Year 2 FFY <u>2019</u>	Work Statement for Year 3 FFY <u>2020</u>	Work Statement for Year 4 FFY <u>2021</u>	Work Statement for Year 5 FFY <u>2022</u>
B.	Physical Improvements Subtotal	Annual Statement	\$176,587	\$95,270	\$31,216	
C.	Management Improvements		\$30,000	\$25,000	\$20,000	\$15,000
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		\$61,655	\$49,324	\$39,459	\$31,568
F.	Other (Fees & Costs, Relocation)		\$75,000	\$75,000	\$75,000	\$55,973
G.	Operations		\$123,311	\$98,648	\$78,919	\$63,135
H.	Demolition					
I.	Development		\$150,000	\$150,000	\$150,000	\$150,000
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		\$616,553	\$493,243	\$394,594	\$315,676
L.	Total Non-CFP Funds					
M.	Grand Total		\$616,553	\$493,243	\$394,594	\$315,676