

PHA 5-Year and Annual Plan	US Department of Housing & Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0 PHA Information

PHA Name: Housing Authority of the County of Butte PHA Code: CA043
 PHA Type: ☐ Small ☒ High Performing ☐ Standard ☐ HCV (Section 8)
 PHA Fiscal Year Beginning: (MM/YYYY): 10/2015

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)Number of PH units: 345Number of HCV units: 2,162**3.0 Submission Type**

☒ 5-Year and Annual Plan ☐ Annual Plan Only ☐ 5-Year Plan Only

4.0 PHA Consortia

☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:

The mission of the Housing Authority of the County of Butte (HACB) is to assist low and moderate-income residents to secure and maintain high quality affordable housing.

- 5.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

HACB Goal: Expand the supply of assisted housing.

Seek to expand the supply of assisted housing available to general and special needs populations.

- Apply for additional rental vouchers:
- Advocate for, and aggressively pursue, all federal, state and local funding sources available for HACB use in creation of affordable housing opportunities.
- Leverage Housing Authority assets, private, and/or public funds in creation of additional housing opportunities.

HACB Goal: Improve the quality of assisted housing.

- Assess and address administrative processes to achieve efficiency and effectiveness in program delivery, optimizing ease of use and understanding by applicants and participants.
- Improve the physical quality of public housing stock.
- Work constructively with landlords to improve housing conditions and amenities for housing available to, and used by, participants of rental assistance programs.
- Build supportive services capacity through partnerships with local service providers.

HACB Goal: Increase assisted housing choices.

- Conduct outreach efforts to potential voucher landlords.
- Develop relations with participating voucher landlords.
- Conduct outreach to area service providers and consumer groups to inform citizenry of assisted housing opportunities.
- Identify and communicate affordable housing occupancy and development opportunity throughout the County.
- Work to increase County's transitional housing and "housing first" capacities, to more effectively bridge between homelessness and permanent housing.
- Seek to establish and maintain partnerships and working relationships with public, nonprofit, and for-profit entities in conception, development and implementation of affordable housing units and programs.

HACB Goal: Provide an improved living environment.

- Maintain safety of properties, considering site, neighborhood and community factors.
- Promote and encourage conservation, recycling and use of recycled materials with contractors, residents and vendors.
- Seek to optimize participant stability and self-sufficiency through delivery of supportive service programs, including education, employment development, nursing, food distribution, nutrition, tax preparation and other programs.
- Provide comment to local jurisdictions regarding affordable housing development proposals and community development and planning policies as they affect assisted housing interests.
- Develop resident groups.

HACB Goal: Promote and secure services for Housing Authority residents and participants.

- Actively research and access available federal, state, local and private foundation resources for the delivery and enhancement of resident services both through HACB and BCAHDC.
- Collaborate with partners who are able to expand our reach and effectiveness by providing services, education and economic opportunities that help residents advance out of poverty.
- Assess and identify the quality of life concerns for senior, disabled, and special needs residents.
- Promote open and effective communication with HACB residents to encourage their input and involvement;
- Increase economic and self-sufficiency opportunities for residents.
- Provide opportunities and pathways to success for youth.

HACB Goal: Ensure equal opportunity and affirmatively further fair housing.

- Implement provisions of FHEO Voluntary Compliance Agreement.
- Undertake affirmative measures to ensure access to assisted housing regardless of age, race, ethnicity, ancestry, color, religion, national origin, sex, familial status, marital status, disability, medical condition, source of income, sexual orientation, gender identity and veteran status.
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

HACB Goal: Maintain and improve interagency cooperation.

- Remain a stakeholder in the local efforts to end homelessness.
- Seek to strengthen links between HACB, the County of Butte, and other jurisdictions.
- Seek participation by service agencies supporting stabilization and self-sufficiency by participants of assisted housing programs.
- Develop and maintain partnerships with housing and service agencies on behalf of participants of assisted housing programs and assisted housing properties.
- Provide housing assistance and demographic data and program and policy comment to municipal, county, and other agencies and entities.

HACB Goal: Strengthen the Agency's financial position and its ability to respond to shifting economic conditions.

- Control expenditures and seek other revenue sources to sustain and develop new housing opportunities and mitigate risk associated with program loss.
- Develop a "green" operations policy that integrates with efficient operations.
- Foster a culture of excellence and innovation in the work environment.

6.0 PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

The following elements have been changed in the Section 8 Administrative Plan (Exhibit K):

- Change the definition of family to include equal access regardless of sexual orientation, gender identity or marital status in the sections on eligibility, selection and admissions.
- Add fair housing discrimination complaint recordkeeping requirements.
- Application and/or wait list changes including:
 - Applications for housing assistance will be on-line only, available anytime day or night.
 - HACB will maintain a single wait list for Butte and Glenn County.
 - Only a set number of applicants will be placed on the wait list each year.
 - Add veterans' preference.
- Revise sections on VAWA to incorporate requirements under Violence Against Women Act of 2013 including descriptions of activities, services and/or programs offered by the HACB, either directly or in partnership with other service providers, that help child and adult victims of domestic violence, dating violence, sexual assault, or stalking obtain or maintain housing, prevent violence, and/or enhance victim safety. HACB procedures which assure that tenants are notified of their rights under VAWA are also included.
- Add "military deployment" and "absent student" provisions under "Family Absence from the Unit".
- Add "student with disabilities" to the list of excluded individuals for purposes of counting student financial assistance as income.
- Revise "Additional Exclusions from Annual Income" to comply with regulations.
- HQS Inspections changes include addition of the following:
 - Option for biennial HQS inspections;
 - Compliance with new smoke detector requirements per California law;
 - Owner self-certification for certain repairs.

The following elements have been changed in the Public Housing Admissions and Continued Occupancy Policy (Exhibit L):

- Change the definition of family to include equal access regardless of sexual orientation, gender identity or marital status in the sections on eligibility, selection and admissions.
- Revise sections on VAWA to incorporate requirements under Violence Against Women Act of 2013 including descriptions of activities, services and/or programs offered by the HACB, either directly or in partnership with other service providers, that help child and adult victims of domestic violence, dating violence, sexual assault, or stalking obtain or maintain housing, prevent violence, and/or enhance victim safety. HACB procedures which assure that tenants are notified of their rights under VAWA are also included.
- Revise "Additional Exclusions from Annual Income" section to comply with regulations.
- Add "Phasing In Flat Rents" requirement.
- Add "Service Animals" to Pet Policy.
- Add Compliance with new smoke detector requirements per California law.

- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

- Housing Authority of the County of Butte, 2039 Forest Ave, Chico CA 95928
- Housing Authority of the County of Butte, 850 E. Gridley Rd, Gridley CA 95948
- www.butte-housing.com

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. *Include statements related to these programs as applicable.*

HOPE VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs and Project-based Vouchers – N/A

8.0 Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.

- 8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report*, form HUD-50075.1, for each current and open CFP grant and CFFP financing.

See attached Exhibit H for HUD 50075.1 Capital Fund Program Annual Statement/Performance and Evaluation Report for: 501-13, 501-14 and 501-15.

HACB has the following Capital Fund improvement projects planned in Public Housing for the next fiscal year:

- Window replacement (43-14, Oroville)
- ACM tile replacement upon turnover (all projects)
- Energy and water conservation work (all projects)
- ADA unit improvements/upgrades as identified in the DAC report (all projects).

- 8.2 Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.

See attached Exhibit I for HUD-50075.2 Capital Fund Program Five-Year Action Plan approved by HUD on April 13, 2015.

8.3 Capital Fund Financing Program (CFFP).

☐ Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

9.0 Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

9.1 Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

Strategy for Addressing Needs

- Seek additional vouchers serving the general population.
- Seek additional vouchers serving special needs populations.
 - Continue development of HUD-VASH program.
- Establish and maintain rental assistance programs where feasible:
 - Work with City and County agencies to provide rental assistance and administrative services in support of community-based rental assistance programs (Esplanade House, BHHAP, TBRA-Chico, LeGuP-Chico, TBRA-Oro, etc.).
- Acquire or build units or developments:
 - By means of LIHTC's tax-exempt bonds and other affordable housing finance programs;
 - By means of partnerships and joint developments, as opportunity provides.
- Create service-enriched rental housing capacity for special needs populations.
- Utilize HACB's instrumentality, Butte County Affordable Housing Development Corporation, as well as other local, state and national entities and resources not generally available to, nor specifically designed for, "public" housing authorities.
- Streamline customer service by means of periodic and systematic review of operations and policies.
- Implement regulatory changes as they become effective.
- Maintain housing quality by systematic completion of building systems and component(s) replacements.
- Pursue and utilize proven/practical "green building" techniques and strategies with respect to physical improvements and construction related activities.

- Implement Public Housing Capital Fund improvement projects (for a complete list of scheduled improvements over next five (5) years see attached forms HUD-50075.1 and HUD-50075.2).
- Implement energy and water conservation measures.
- Construct community buildings (Projects 43-1 and 43-4).
- Improve Willow Street, Chico maintenance shop and storage facilities.
- Develop resident groups:
 - Resident Advisory Board – Section 8 Admin Plan and Public Housing ACOP review;
 - Winston Gardens Resident Group.
- Provide or attract supportive services to improve assistance recipients' employability:
 - Administer FSS, ROSS and TBRA-Chico programs;
 - Utilize resident support training programs provided by area services entities: Community Action Agency Asset Development program, USDA Nutrition and Money Management classes, Alliance for Workforce Development referrals, etc.
- Provide supportive services to increase independence for the elderly or families with disabilities: IRS-VITA tax assistance program; CSUC nursing program; food distribution; social interaction; in-home care; and advocacy.
- Maintain a Resident Council that includes senior, family and disabled residents and secure input from the Council on needed services for residents on an ongoing basis.
- Increase the number and percentage of employed persons in assisted households:
 - Administer Section 8 HCV Family Self Sufficiency program;
 - Implement and manage Public Housing Section 3 program.
- Continue staff education through attendance at Fair Housing workshops as provided by North Valley Properties Owners Association, Legal Services of Northern California, etc.
- Seek and implement scheduled training of agency staff in Fair Housing, Civil Rights, Reasonable Accommodation, Reasonable Modification and affirmative outreach.
- Subscribe to and circulate amongst staff periodicals and industry information regarding Fair Housing and Equal Opportunity issues.
- Continue to maintain a list of accessible units available in Butte County.
- Seek opportunity to convert additional units of Public Housing to be accessible to the physically disabled.
- Develop and maintain partnerships with housing and service agencies on behalf of participants of assisted housing programs and assisted housing properties:
 - U.S. Department of Veterans Affairs:
 - Administration of HUD-VASH program.
 - City of Chico:
 - Tenant Based Rental Assistance (TBRA) program;
 - Lease Guarantee (LeGuP) program.
 - County Behavioral Health Department
 - Behavioral Health Housing Assistance Payment (BHHAP) program;
 - Contract administration of housing assistance associated with various HUD Homeless Program increments.
 - County Department of Employment and Social Services (DESS);
 - Memorandum of Understanding with DESS, Torres Shelter, and CAA.
 - Community Action Agency of Butte County:

- Administration of rental assistance on behalf of the Esplanade House Transitional Housing program;
 - Weatherization program;
 - Food distribution;
 - VITA tax preparation assistance program.
- Independent Living Services of Northern California:
 - Memorandum of Understanding regarding services delivery.
- Chico Rancheria Housing Corporation:
 - Memorandum of Understanding regarding Resident Opportunities and Self-Sufficiency (ROSS) program.
- Cooperatively support development of General Plan Housing Elements by local jurisdictions.
- Continue review of method and manner in which business is conducted in accomplishment of mission, embracing vision, and embracing change.
- Reward innovation, initiative and promotion of team building.
- Maximize use of technology for innovation and effectiveness.
- Maintain excellence in customer service.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing Site-Based waiting list: Chico			
<input type="checkbox"/> Combined Section 8 and Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	223		28
Extremely low income <=30% AMI	184	83%	
Very low income (>30% but <=50% AMI)	23	10%	
Low income (>50% but <80% AMI)	16	7%	
Families with children	192	86%	
Elderly families	11	5%	
Families with Disabilities	58	26%	
Hispanic	51	23%	
White	155	70%	
Black / African American	28	13%	
American Indian	17	8%	
Asian	17	8%	
Pacific Islander	4	2%	
Other	4	2%	
PH Bedroom Size Characteristics			
1BR	11	5%	
2 BR	148	60%	
3 BR	49	25%	
4 BR	15	9%	
5 BR	0	0%	
5+ BR	0	0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Chico 1-BR only			
If yes: How long has it been closed? The Chico 1-BR waiting list has been closed since June 15, 2009.			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing Site-Based waiting list: Oroville			
<input type="checkbox"/> Combined Section 8 and Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	166		34
Extremely low income <=30% AMI	131	79%	
Very low income (>30% but <=50% AMI)	26	16%	
Low income (>50% but <80% AMI)	7	4%	
Families with children	46	28%	
Elderly families	38	23%	
Families with Disabilities	119	72%	
Hispanic	18	11%	
White	125	75%	
Black / African American	14	8%	
American Indian	11	7%	
Asian	11	7%	
Pacific Islander	3	2%	
Other	3	2%	
PH Bedroom Size Characteristics			
1BR	132	82%	
2 BR	0	0%	
3 BR	34	18%	
4 BR	0	0%	
5 BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes: How long has it been closed?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing Site-Based waiting list: Gridley/Biggs			
<input type="checkbox"/> Combined Section 8 and Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	190		5
Extremely low income <=30% AMI	148	78%	
Very low income (>30% but <=50% AMI)	30	16%	
Low income (>50% but <80% AMI)	11	6%	
Families with children	82	43%	
Elderly families	19	10%	
Families with Disabilities	92	48%	
Hispanic	43	23%	
White	133	70%	
Black / African American	26	14%	
American Indian	14	7%	
Asian	10	5%	
Pacific Islander	0	0%	
Other	6	3%	
PH Bedroom Size Characteristics			
1BR	99	48%	
2 BR	52	28%	
3 BR	35	22%	
4 BR	4	2%	
5 BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes: How long has it been closed?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	530		196
Extremely low income <=30% AMI	384	72%	
Very low income (>30% but <=50% AMI)	82	15%	
Low income (>50% but <80% AMI)	53	10%	
Families with children	260	49%	
Elderly families	73	14%	
Families with Disabilities	264	50%	
Hispanic	74	14%	
White	385	73%	
Black /African American	86	16%	
American Indian	33	6%	
Asian	40	8%	
Pacific Islander	24	5%	
Other	1	0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes: How long has it been closed? Section 8 Wait List has been closed since April 30, 2012.			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

10.0 Additional Information. Describe the following, as well as any additional information HUD has requested.

- (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

The goals as outlined in the 5-year plan (see Section 5.2) are new for the 2015-16 fiscal year.

- (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

Substantial Deviation from the 5-year Plan:

A "Substantial Deviation" from the 5-Year Plan is an overall change in the direction of the Authority pertaining to the Authority's Goals and Objectives. This includes changing the Authority's Goals and Objectives.

Significant Amendment or Modification to the Annual Plan:

- A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:
- Changes to rent or admissions policies or organization of the waiting list.
- Additions of non-emergency work items in excess of 10% of total Capital Fund Program budget (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

11.0 Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
- (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
- (g) Challenged Elements
- (h) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)
- (i) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
- (j) PHA Organization Staffing Chart
- (k) Section 8 Administrative Plan
- (l) Public Housing Admissions and Continued Occupancy Policy

EXHIBIT A

PHA Certifications of Compliance with PHA Plans and Related Regulations	U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011
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**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ☒ 5-Year and/or ☐ Annual PHA Plan for the PHA fiscal year beginning 2015, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Housing Authority of the County of Butte

CA043

PHA Name

PHA Number/HA Code

X
 _____ 5-Year PHA Plan for Fiscal Years 20¹⁵ - 20¹⁹
 _____ Annual PHA Plan for Fiscal Years 20____ - 20____

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Laura Moravec

Title

Board Chair

Signature



Date

July 16, 2015

Civil Rights Certification

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Civil Rights Certification**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:


The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Housing Authority of the County of Butte

CA043

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official	Edward S. Mayer
Title	Board Secretary
Signature	
Date	03/11/2015

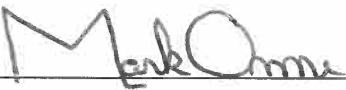
form HUD-50077-CR (1/2009)
OMB Approval No. 2577-0226

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

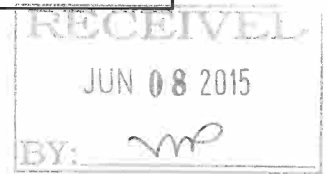
I, Mark Orme the City Manager certify that the Five Year and
Annual PHA Plan of the Housing Authority of the County of Butte is consistent with the Consolidated Plan of
City of Chico prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**



**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, DONALD RUST the Interim City Administrator certify that the Five Year and
Annual PHA Plan of the Housing Authority of the County of Butte is consistent with the Consolidated Plan of
State of California prepared pursuant to 24 CFR Part 91.

 06.05.15
Signed / Dated by Appropriate State or Local Official

EXHIBIT B

Certification for a Drug-Free Workplace

U.S. Department of Housing
and Urban Development

Applicant Name

Housing Authority of the County of Butte

Program/Activity Receiving Federal Grant Funding

PHA Annual Agency Plan and Capital Fund for FY 2015-19

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Edward S. Mayer

Title

Executive Director

Signature

X



Date

July 16, 2015

form HUD-50070 (3/98)

ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

EXHIBIT C

Certification of Payments to Influence Federal Transactions

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Applicant Name

Housing Authority of the County of Butte

Program/Activity Receiving Federal Grant Funding

PHA Annual Plan and Capital Fund for FY 2015-16

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Edward S. Mayer

Title

Executive Director

Signature



Date (mm/dd/yyyy)

03/11/2015

Previous edition is obsolete

form HUD 50071 (3/98)
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3

EXHIBIT D

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approved by OMB
0348-0046

1. Type of Federal Action: <input checked="checked" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance		2. Status of Federal Action: <input checked="checked" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award		3. Report Type: <input checked="checked" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____	
4. Name and Address of Reporting Entity: <input checked="checked" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c			5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Housing Authority of the County of Butte 2039 Forest Ave Chico, CA 95928 Congressional District, if known:		
6. Federal Department/Agency: US Dept of Housing & Urban Development			7. Federal Program Name/Description: 2015 PHA Plan - Capital Fund CFDA Number, if applicable: _____		
8. Federal Action Number, if known: CA30P043501115			9. Award Amount, if known: \$ 549,428.00		
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):			b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: <u>Edward S. Mayer</u> Print Name: <u>Edward S. Mayer</u> Title: <u>Executive Director</u> Telephone No.: <u>530-895-4474</u> Date: <u>03/11/2015</u>		
Federal Use Only:				Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

EXHIBIT E

**DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET**

Approved by OMB
0348-0046

Reporting Entity: Housing Authority of the County of Butte Page 2 of 2

EXHIBIT F

2015
HOUSING AUTHORITY OF THE COUNTY OF BUTTE (HACB)
RESIDENT ADVISORY BOARD / CAPITAL FUND PUBLIC HEARING
COMMENTS

RESIDENT ADVISORY BOARD (RAB) / CAPITAL FUND PUBLIC HEARING MEETING
COMMENTS (April 29, 2015 meeting)

During the RAB meeting, the following recommendations and/or comments were received from Residents:

Capital Fund

- HACB presented 501-13, 501-14, 501-15 and the Five-year Capital Fund Plan to the RAB. Those present were in agreement and expressed that the water conservation was highly important. Those that are in PH were very pleased to hear of tile replacement, weather stripping around doors, and safer walking paths. HACB received a comment from a PH occupant requesting that the sprinkler system be regulated more often by HACB due to concerns with water conservation. No other recommendations, comments, and/or additions; however, RAB members expressed interest in energy saving measures: solar panels.

Public Housing

- HACB presented the proposed changes to the Public Housing Admissions and Continued Occupancy Policy. There were no substantive changes to the policy documents. RAB members had no comments, questions or concerns, except that they were pleased of the ongoing and future work.

Section 8

- HACB presented the proposed changes to the Section 8 Housing Choice Voucher Administrative Plan. Opening of the waiting list was discussed. RAB members expressed that by opening the wait list once a year gives hope to the community. The Payment Standard was mentioned and that they would like to see it go up. HQS self-certified inspection was discussed and RAB members agree it would save time and money for all parties: HACB, tenants and/or landlords. There were no further comments or questions from RAB members.

45-DAY REVIEW PERIOD COMMENTS

HACB received one comment during the review period, which was presented to the HACB Board of Commissioners on July 16th. Attached is a copy of the public comment from Legal Services of Northern California and the written response by HACB Staff to the Board of Commissioners.

TH

July 10, 2015

MEMO

To: HACB Board of Commissioners

From: Tamra C. Young, Executive Assistant 

Subject: Board Adoption

- 2015-16 One- and Five-Year Agency Plan
- Public Housing Admissions and Continued Occupancy Policy (ACOP)
- Section 8 Administrative Plan (Admin Plan)

As a public agency administering the HUD Public Housing and Section 8 Housing Choice Voucher (HCV) programs, HACB is required to submit to HUD applicable agency and administrative plan documents 75 days prior to the end of the HACB's fiscal year (submission due July 18th). HACB has already taken the following steps:

- April 29th – HACB conducted a Resident Advisory Board/Capital Fund Public Hearing (inviting Legal Services of Northern California and sixty (60) Public Housing and Section 8 participants).
- May 21st – HACB Board of Commissions adopted draft documents and required 45-day review Public Comment period was opened.

Attached is the letter we received from Legal Services of Northern California during the 45-day review Public Comment period. Management's recommendations are as follows:

I. Individual Comments

- ACOP Section 3-III.G Notice of Eligibility or Denial (p 3-23) – No recommended change to Policy regarding timeframe for dispute response. Timeframes within the HACB's Policies are universally 14 calendar days, unless required by law or regulation, to provide conformity for staff and clear direction to clients. It is also HACB policy and practice to allow exceptions for good cause.
- Admin Plan Section 3-I.B Family and Household (p 3-2) – Policy correction: "The HACB determines if any other group of persons qualifies as a 'family'" has been removed.
- Admin Plan Section 2-IB Discrimination Complaints (p 2-3) – Policy correction: "those alleged" has been clarified.
- Admin Plan Section 4-I.B Applying for Assistance (p 4-2) – Resources and instructions will be listed on Wait List opening announcement. Resources to assist applicants in fully completing an application include staff at local libraries, social service providers and HACB staff.
- Admin Plan, Section 8 Introduction (p 8-1) – HACB is electing to continue annual housing quality standard inspections for Section 8 participants.

- Admin Plan, Section 4-II.B Waiting Lists (p 4-4) – HACB feels it is in the best interest of the Agency and clients to combine Butte County and Glenn County wait lists. While we agree that Glenn County applicants may have to wait longer for a unit due to the combining of the lists, it removes a considerable “loophole”. Applicants can no longer apply on the significantly shorter Glenn County wait list and then lease in Butte County, giving them an unfair advantage of all the applicants waiting patiently on the Butte County wait list.
- Admin Plan, Section 4-II.B Veteran’s Preference (p 4-4) – HUD-VASH only address homeless veterans; the HACB Board wants to address non-homeless veterans.
- Admin Plan, Section 4-II.C Opening and Closing Waiting Lists (p 4-5) – HACB will utilize same system as successfully used when the Section 8 wait list was opened in 2012 (with the exception that not everyone will be placed on the wait list). HACB will use a computer-generated lottery system to determine who goes on the Wait List annually. When families apply, they will receive a confirmation number that enables them to check online on the HACB website or call HACB to see if they are on the list and what their ranking number is.

II. VAWA: Violence Against Women Reauthorization Act of 2013

The recommended changes to the VAWA language prepared by the National Housing Law Project have been incorporated into the ACOP and Admin Plan.

III. Denial of Admissions

- Admin Plan/ACOP, Section 3-III – No recommended change to the look-back period in the Policy. LSNP continues to request this change and we continue to disagree that it is in the best interest of the HACB and its clients.

IV. Grievance and Appeals

- ACOP, Section 14 – The grievance procedure is an addendum to the lease. Tenant(s) and tenant representatives are allowed to review the audio taped informal hearing at the HACB offices, as needed.
- ACOP, Section 14-III.G – Policy correction: “text messages” have been included in the list of documentary evidence.
- Admin Plan, Section 16-III.C – HACB will add the contact information for Legal Services of Northern California to the termination notice for both Section 8 and Public Housing programs as an optional resource.
- Admin Plan, Section 16-IV-B – Hearing rights are available in a repayment situation.

V. 5-Year and Annual Plan

We are recommending the adoption of the Annual Plan with one very minor edit. There was one typo that was corrected from the draft version.

While LSNP indicated that they fully support HACB’s goals and objectives, they did recommend that we include more quantifiable goals and objectives, since they lack specificity.

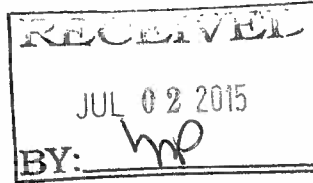
HACB intentionally created broad goals in order to best serve the community over the next five years. The Board may elect to address LSNC's recommendation during the Strategic Planning process HACB is currently undertaking.

VI. Language Access Plan

- The HACB Language Access Plan (LAP), adopted on June 19, 2014, has been fully incorporated as an Exhibit in both the Section 8 Admin Plan and the Public Housing ACOP.
- HACB is committed to providing free competent interpretation services to clients. HACB uses bi-lingual staff, Language Line services and community resources. These interpretation services are available to clients free of charge. The statement that we provide "translation services at no cost to applicants and participants" will be added to the LAP.
- HACB does provide all documents translated by HUD to its clients. We will add the statement that "HACB will provide any form in any language that has been translated by HUD" to the LAP.
- Many of HACB's vital documents have already been translated into Spanish and Hmong (LAP contains a current list). Vital documents as identified by LSNC or as further identified by the HACB, will continue to be translated as Staff time allows.

We value the recommendations we have received again this year from LSNC. Their feedback is an important part of the Agency Plan process.

Recommendation: Hold Public Hearing. Receive and file final documents (Agency Plan, Public Housing ACOP and Section 8 Admin Plan) in accordance with the recommendations above by adoption of Resolution Nos. 4576 and 4577.



June 30, 2015

Housing Authority of the County of Butte
Board of Commissioners
2039 Forest Avenue
Chico, CA 95928

Re: ACOP and Section 8 Administrative Plan for Fiscal Year 2015-2016

Dear Board of Commissioners:

Legal Services of Northern California submits the following comments in connection with the Housing Authority of the County of Butte's (HACB) proposed Section 8 Administrative Plan ("Admin Plan") and the Admissions and Continued Occupancy Policy ("ACOP") for Fiscal Year 2015-2016.

Legal Services of Northern California ("LSNC") provides a variety of free legal services, including advice, referral, and direct legal representation to low-income individuals, families, seniors and community groups, within Butte, Colusa, Glenn, Tehama, and Plumas counties. LSNC also provides self-help materials, legal clinics, and community legal education to various communities throughout its service area.

We are submitting comments on behalf of our low-income client community on the following topics: (1) Comments on individual sections; (2) VAWA 2013; (3) Denial of admissions; (4) Grievance and Appeals; 5) Five Year and Annual Plan; and 6) Language Access Plan. We submit these comments in the hope that they will facilitate a continued dialogue with HACB and assist the agency in administering its housing programs in a manner consistent with its mission of promoting adequate and affordable housing. We welcome meeting with HACB to respond to any questions or concerns that the agency may have with regard to our comments.

I. Individual Comments

- ACOP Section 3-III.G, Notice of Eligibility or Denial (Page 3-23): The HACB policy provides a family 14 calendar days to dispute the accuracy and relevance of information. If a family must provide evidence that the information the HACB is relying upon is incorrect, 14 calendar days does not seem sufficient if agencies have to be contacted and documents requested. At the very least, 14 business days should be provided to a family.
- Admin Plan Section 3-I.B, Family and Household (Page 3-2): Please remove the statement, "The HACB determines if any other group of persons qualifies as a 'family'" as this statement does not appear in PIH 2014-20.

- Admin Plan Section 2-I.B, Discrimination Complaints (Page 2-3.): Please clarify the meaning of “...*those alleged...*” as used in the first and second subparagraphs. Do you mean to refer to “those who have been alleged to have violated a rule” or “those who have been alleged to have committed a discriminatory act or acts?” If so, it should be added to the current language for clarity.
- Admin Plan Section 4-I.B, Applying for Assistance (Page 4-2.): Please clarify the specific steps to be taken for those who wish to apply but who do not have individual access to a computer or who might be computer illiterate. Will the resources that are referred to in this section (who are “to be listed”) be able to assist the applicants in those circumstances to **fully complete** a computer application?
- Admin Plan Section 8, Introduction (Page 8-1): LSNC supports the continuation of annual inspections in order to ensure housing quality standards for participants of the Section 8 program. Many preventative maintenance issues could devolve into a substandard housing issue if not detected at the annual inspection. (For example, an undetected slow leak could turn into pervasive mold or even a collapsed flooring issue).
- Admin Plan, Chapter 4:

Waiting Lists Section 4-II.B (Page 4-4)

We would like clarification on the HACB’s proposed policy to combine the waiting lists for both Butte and Glenn Counties. It is unclear how the HACB will handle the disparate availability of housing in Butte and Glenn Counties. Our concern is that an applicant waiting for a unit in Glenn County will have to wait longer because there are applicants waiting for availability in Butte County that are higher up on the combined waiting list.

Veteran’s Preference Section 4-II.B (Page 4-4)

Since there already exists a program for homeless veterans, the HUD-VASH Program, LSNC does not support the HACB’s proposal to give an additional preference to veterans on the waiting list.

Opening and Closing the Waiting List Section 4-II.C (Page 4-5)

LSNC requests further clarification of how the random lottery system will be applied to determine which applicants will be selected for placement on the wait list. The policy should also state that the HACB will notify families who will not be placed on the wait list.

II. VAWA: Violence Against Women Reauthorization Act of 2013

Please see the attached comments (Attachment 1) prepared by the National Housing Law Project. If the HACB has any questions pertaining to these attached comments, please direct them to Karlo Ng at kng@nhlp.org.

III. Denial of Admissions

- A. Several provisions in Chapter 3, Part III of both the ACOP and the Admin Plan, address denial of admission/assistance to individuals who have engaged in certain criminal

activity. Under federal law, the PHA may prohibit admission of an applicant who, during a “reasonable time” before the admission decision, engaged in “drug-related or violent criminal activity which would adversely affect the health, safety, or enjoyment of the premises by other residents...or public housing agency employees.” (42 U.S.C. § 13661(c)). The “reasonable time” that the HACB has established in both the ACOP and Admin Plan is a five year look-back period for criminal activity. Excluding the two lifetime bans on admission to HUD subsidized housing, the only other prescribed look-back period for criminal activity is a three year period where an applicant has been evicted from federally assisted housing for drug-related criminal activity. And even then, PHAs retain discretion to consider the circumstances and may still admit households based upon those circumstances that led to the eviction. (24 CFR § 960.204, 24CFR § 966.4, 24 CFR § 982.553). Legal Services of Northern California, therefore, continues to recommend that the HACB cap the look-back period for criminal activity to a **three year** period.

Within the past four years, the Secretary of HUD issued two letters to both PHA Executive Directors (June 17, 2011) and to owners and agents of HUD-assisted properties (April 3, 2012) encouraging PHAs to allow ex-offenders to rejoin their families in public housing and the voucher program and that the Obama Administration believes in second chances for those who paid their debt to society. Additionally, other more recent changes in California have sought to address and ease issues of reentry into society after an individual has engaged in criminal and/or drug related activities. These changes include the voter approved Proposition 47 which reclassified eight felony offenses to misdemeanors, as well as the reversal of the lifetime ban for individuals with certain drug related convictions, allowing them to receive CalFresh and CalWORKs if otherwise eligible. These changes recognize that if someone has “paid their dues” they should not continue to be punished by having vital services withheld based on past actions. Having stringent bans beyond what is legally required undermines the populations that need housing and family support (*see “Alcohol, Drug, and Criminal History Restrictions in Public Housing,” Curtis, M., Garlington, S., and Schottenfeld, L., CityScape: A Journal of Policy Development and Research, Vol. 15, No. 3 2013*).

- B. A related concern is in the ACOP at 3-III.E on page 3-21 regarding the HACB Policy that a family may agree to remove a culpable family member from the application. In those instances, the head of household must certify that the family member will not be permitted to visit the housing unit. This approach is positive in that it allows a family to still receive housing. However, our concern is that there may be instances in which a visit by the excluded family member should be permitted in certain circumstances, such as a family member’s illness that could result in death, or if the head of household has no control over that visit (ie, the head of household is away from the home and a minor at the home allows the excluded family member to visit).

IV. Grievance and Appeals

- In Chapter 14 of the ACOP, LSNC recommends to include the grievance procedure as an attached document to the ACOP.

- Although the HACB will not provide a transcript of an audio taped informal hearing, LSNC recommends that the HACB provide a CD of the hearing to the tenant and/or tenant representative.
- ACOP Section 14-III.G, Procedures Governing the Hearing (Page 14-13): Documentary evidence should include text messages.
- Admin Plan Chapter 16, Section III.C, Informal Hearings for Participants: Our office has seen numerous instances where a participant receives a termination of assistance notice from the HACB based solely on a landlord's allegation, putting the burden on the participant to prove the allegations incorrect. This can be particularly daunting for an unrepresented participant. Because the benefit at risk in these termination actions is so crucial to the continued well-being of the participant and participant's family, we request that the HACB add contact information for Legal Services of Northern California to the notices of termination in both the Section 8 programs and the public housing programs.
- Admin Plan Chapter 16, Section IV.B, Family Debts to the PHA: In the event a family allegedly fails to comply with the terms of the agreement or would like the opportunity to renegotiate the terms, a family should have hearing rights prior to the termination of assistance. There is reference throughout this section to compliance with the policies in Chapter 12. Since that chapter deals with terminations we assume that hearing rights are available in a repayment situation. If not, those hearing rights should be provided.

V. 5-Year and Annual Plan

In its 5-Year and Annual Plan, the HACB has identified goals and objectives that LSNC fully supports. In the 5-Year and Annual plan, the HACB is asked to identify "quantifiable goals and objectives." Although the HACB has identified several substantial and significant goals and objectives, there lacks specificity as to how these goals and objectives will be achieved and measured. For example, in its goal to increase assisted housing choices the HACB states that it will conduct outreach efforts and work to increase transitional housing and "housing first" capacities. LSNC suggests that the HACB include a number of how many outreach events it will conduct or a goal for how many new voucher landlords will be added to the program. In regard to transitional housing and housing first options, LSNC suggests that the HACB include a goal for the number of new units of transitional housing or "housing first" units to be added within Butte County. Another example is in the HACB's goal to ensure equal opportunity and affirmatively further fair housing. The HACB states that it will undertake affirmative measures to ensure access to assisted housing and to accessible housing to persons with disabilities. The HACB does not state what measures the HACB will be undertaking nor does it state any quantifiable goals for ensuring access to assisted and accessible housing. The HACB should specify the actions it plans to take and outline measurable goals and objectives to affirmatively further fair housing.

VI. Language Access Plan

The PHA adopted a Language Access Plan (LAP) on June 19, 2014 that should be fully incorporated into both the ACOP and the Admin Plan. As drafted, neither policy document includes a copy of the LAP. Also, both the ACOP and the Admin Plan only briefly reference the LAP and do not state that the PHA will follow the LAP. The ACOP and the Admin Plan are the main policy guides for PHA staff, advocates and HCV and Public Housing participants to use. Therefore, it is important that all relevant rules are included in these documents. The ACOP and the Admin Plan should state that the PHA will follow the LAP and should include a copy of the LAP in each of the documents.

Identifying LEP Individuals Who Need Language Assistance

The ACOP, the Admin Plan, and the LAP each state that the PHA will provide interpretation services upon request. However, none of these documents state how the PHA will inform applicants and participants that interpretation services are available and that such services are free. All three documents should be revised to state what steps the PHA is taking or will take to inform applicants and participants that interpretation services are available and such services are free of charge. ("Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons ("HUD Final LEP Guidance") 72 FR 2732 at page 2746.) At a minimum, the ACOP, the Admin Plan, and LAP should state that the PHA will post signs in common areas, offices and anywhere that applications are taken that state interpretation services are available free of charge. These signs should be translated into Spanish and Hmong, since the LAP identified that the PHA should translate all "vital documents" into these two languages.

The ACOP, Admin Plan, and LAP should also state that all outreach materials for the HCV and Public Housing programs will include a statement that language services are available free of charge for any person who requests the services. (HUD Final LEP Guidance at page 2746.) Currently, the LAP states that all Public Notices and marketing advertisement shall be published in Spanish as well as English and the PHA will publish these in local Spanish media. (LAP at page 3.) While we support that these items will be translated into Spanish, these items should also include a statement that language services are available for LEP people who speak other languages.

The PHA should commit to inquiring as to the need for and offer competent oral interpretation for all group meetings (i.e. voucher briefings) at no cost to applicants and participants when announcing such meetings.

The PHA should also use "I speak cards" which invite LEP persons to identify their language needs to PHA staff. To reduce costs of compliance, the federal government has made these cards available to download at <http://www.usdoj.gov/crt/cor/13166.htm>. (HUD Final LEP Guidance at page 2746.)

Oral Interpretation

The ACOP, Admin Plan, and the LAP are not consistent with each other regarding how oral interpretation will be provided. This is another reason why the PHA should include a full copy of the LAP in both the ACOP and the Admin Plan to ensure that the PHA's policy is understood

by staff, applicants, participants and advocates. For example, the LAP says that the PHA has bilingual staff in Spanish and Hmong and will use these staff members first to provide interpretation. (LAP at page 3.) In comparison, the ACOP and the Admin Plan state that the PHA will use a language line for telephone interpreter services. (ACOP at pg 2-9; Admin Plan at page 2-10.) Also, the LAP says that the PHA will generally discourage the use of family members or other informal interpreters. But, the ACOP and Admin Plan do not state that the PHA will discourage the use of family members. (LAP at page 3; ACOP at page 2-9; Admin Plan at page 2-10.) We think that the LAP, which was developed following the HUD Final LEP Guidance's four factors, is a better plan than what is in the ACOP and the Admin Plan and we urge the PHA to follow its LAP.

Written Translation

Again, the LAP should be fully incorporated into both the ACOP and the Admin Plan because it states what the PHA's policy is regarding written translation while the ACOP and Admin Plan say very little on the subject.

As the LAP states, HUD has defined "vital documents" to be those documents that are crucial for ensuring meaningful access or awareness of rights or services, by beneficiaries or potential beneficiaries generally and LEP persons specifically. (LAP at page 2 and HUD Final LEP Guidance at page 2744.)

In the LAP, the PHA commits to providing many "vital documents" in Spanish and Hmong. However, we urge the PHA to add some documents to this list. First, the LAP, the ACOP, and the Admin Plan should all state that the HACB will provide any form in any language that has been translated by HUD. Also, the PHA's list of "vital documents" does not have very many documents relevant to HCV applicants and is missing key documents for participants. We ask that the following documents be added as "vital documents" in the Admin Plan:


- Any flier announcing that the PHA is accepting HCV applications
- HCV wait list notification letters
- HCV denial notice
- Any notices advising an applicant or participant of the right to request an Informal Review or Informal Hearing
- Letters informing applicant of Informal Review date, time and location.
- Informal Review decisions and Informal Hearing Decisions.
- HCV tenancy addendum.

And that the following documents be added as "vital documents" in the ACOP:

- Lease
- Any flier / notice re: opening of wait list and acceptance of applications
- Any notices to terminate tenancy
- Any notice advising of right to request Informal Hearing or Formal Hearing
- Notice of Informal / Formal hearings
- Informal / Formal decisions
- Public Housing Grievance Procedure

In conclusion, thank you for the opportunity to submit these comments. We look forward to discussing these issues with you in greater depth.

Sincerely,
LEGAL SERVICES OF NORTHERN CALIFORNIA



Jennifer Haffner
Managing Attorney

ATTACHMENT 1

COMMENTS BY THE NATIONAL HOUSING LAW PROJECT

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

**Housing Authority of the County of Butte
Section 8 Housing Choice Voucher Plan Administrative Plan**

Chapter 3

(p. 3-3)

3-I.C. FAMILY BREAK-UP AND REMAINING MEMBER OF TENANT FAMILY

Family Break-up [24 CFR 982.315]

[...]

Delete "in a divorce or separation decree" because VAWA 2013 requires that housing authorities, owners, and managers honor all court orders addressing rights of access to or control of property, including civil protection orders, as well as the distribution or possession of property among household members. 42 U.S.C. §14043e-11(b)(3)(C)(i).

Note that the VAWA Act is now The Violence Against Women Reauthorization Act of 2013.

[...]

Notification

... Therefore, if the HACB makes a determination to deny admission to an applicant family, the HACB will include in its notice of denial the VAWA information described in section ~~15-IX.C~~ 16-IX.C of this plan as well as including a copy of the form HUD-50066. The HACB will request in writing that an applicant wishing to claim protection under VAWA notify the HACB within 14 business days (i.e., Saturdays, Sundays, and holidays do not count).

Note: The HACB's policy-to request that an applicant wishing to claim VAWA protections notify the HACB within 14 business days- must be distinguished from the VAWA documentation requirements, which is a process triggered by an applicant or tenant claiming VAWA protections and then followed by a PHA's written request for documentation concerning the violence or abuse to be submitted by the survivor within 14 business days. In addition, it must be clear that an applicant who does not respond to this notification request concerning VAWA protections within the given timeframe does not waive his or her right to assert VAWA protections at a later point.

Chapter 7

Page 7-1

INTRODUCTION

[...]

All information obtained through the verification process will be handled in accordance with the records management policies established by the PHA, including Violence Against Women Reauthorization Act of 2013 confidentiality requirements outlined in 16-VI.B.

[...]

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

(p. 12-13)

12-II.F. TERMINATION NOTICE

[...]

... The HACB will request in writing that a family member wishing to claim protection under VAWA notify the HACB within 14 business days.

[...]

Note: Under this policy, tenants should have at least the same amount of time to notify HACB regarding VAWA rights – 14 business days – that is available to applicants who are denied assistance. (See 3-III.G Notification.)

(p. 12-15)

12-III.B. GROUNDS FOR OWNER TERMINATION OF TENANCY [24 CFR 982.310 and Form HUD-52641-A, Tenancy Addendum, Pub.L. 109-162]

[...]

Evidence of Criminal Activity

The owner may terminate tenancy and evict by judicial action a family for criminal activity by a covered person if the owner determines they have engaged in the criminal activity, regardless of arrest or conviction and without satisfying the standard of proof used for a criminal conviction, except in certain incidents where the criminal activity directly relates to domestic violence, dating violence, sexual assault, or stalking and the tenant or an ~~immediate member of the tenant's family~~ an affiliated individual of the victim is the victim or threatened victim of the domestic violence, dating violence, sexual assault, or stalking. (See Section 12-II.E.).

Note: VAWA 2013 replaces the term “immediate family member” with “affiliated individual.” See generally 42 U.S.C. § 14043e-11.

[...]

(p. 12-17)

(p. 13-4)

13-I.C. OWNER RESPONSIBILITIES [24 CFR 982.452]

[...]

- Comply with the Violence Against Women Act of 2013 (VAWA) when screening prospective HCV tenants or terminating the tenancy of an HCV family (see generally 42 USC 14043e-11; 24 CFR Part 5, Subpart L; 24 CFR 982.310(h)(4); and 24 CFR 982.452(b)(1)).

Note: 42 U.S.C. § 14043e-11 is the general statutory citation for VAWA 2013’s housing provisions.

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

[...]

(p. 16-31)

16-IX.A. OVERVIEW

The Violence Against Women Reauthorization Act of 2013 (VAWA) provides special protections for victims of domestic violence, dating violence, sexual assault and stalking who are applying for or receiving assistance under the housing choice voucher (HCV) program. If your state or local laws provide greater protection for such victims, those laws ~~take precedence over~~ apply in conjunction with VAWA.

[...]

(pp. 16-31 – 16-32)

16-IX.B. DEFINITIONS [24 CFR 5.2003]

[...]

- The term *domestic violence* includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with ~~whom~~ whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family laws of the jurisdiction.
- The term *affiliated individual* means, with respect to a person:
 - A spouse, parent, brother or sister, or child of that individual, or an individual to whom that individual stands in the position or place of a parent; or
 - Any other individual, tenant or lawful occupant living in the household of ~~that individual~~ the victim of domestic violence, dating violence, sexual assault, or stalking.

[...]

- The term *stalking* means:
 - To engage in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or others OR suffer substantial emotional distress.
 - ~~— To follow, pursue, or repeatedly commit acts with intent to kill, injure, harass, or intimidate; or~~
 - ~~— To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and~~
 - ~~— In the course of, as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in a reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person.~~

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

Note: VAWA 2013 provided revised definitions of “domestic violence” and “stalking” and further defined “affiliated individual.” The edits above reflect these changes. See 42 U.S.C. §§ 13925(a)(8), 13925(a)(30), 14043e-11(a)(1).

(p. 16-34)

16-IX.D. DOCUMENTATION [24 CFR 5.2007; 42 U.S.C. § 14043e-11(c)]

....Any request for documentation must be in writing, and the individual must be allowed at least 14 ~~calendar~~ business days after receipt of the request to submit the documentation. The PHA may extend this time period at its discretion. [24 CFR 5.2007(a)]

Note: VAWA requires that individuals responding to VAWA documentation requests by housing providers be provided at least 14 business days, not 14 calendar days, to submit the documentation. See 42 U.S.C. § 14043e-11(c)(2).

[...]

- (2) A federal, state, tribal, territorial, or local police report or court record or administrative record
- (3) Documentation signed by a person who has assisted the victim in addressing domestic violence, dating violence, sexual assault or stalking, or the effects of such abuse. This person may be an employee, agent, or volunteer of a victim service provider; an attorney; mental health professional; or a medical professional. ~~Acceptable documentation also includes a record of an administrative agency, and documentation from a mental health professional.~~ The person signing the documentation must attest under penalty of perjury to the person’s belief that the incidents in question are bona fide incidents of abuse. The victim must also sign the documentation.

[...]

HACB Policy

Any request for documentation of domestic violence, dating violence, sexual assault or stalking will be in writing, will specify a deadline of 14 ~~calendar~~ business days following receipt of the request, will describe the three forms of acceptable documentation, will provide explicit instructions on where and to whom the documentation must be submitted, and will state the consequences for failure to submit the documentation or request an extension in writing by the deadline.

Note: A PHA’s request for VAWA documentation must be in writing. 42 U.S.C. § 14043e-11(c)(1). In addition, See previous comment re: 14 business days, not 14 calendar days, to submit the documentation. See 42 U.S.C. § 14043e-11(c)(2).

[...]

(p. 16-35)

Conflicting Documentation [24 CFR 5.2007(e); 42 U.S.C. § 14043e-11(c)(7)]

[...]

HACB Policy

Underline = new text; ~~striketrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

If presented with conflicting certification documents (two or more forms HUD-50066) from members of the same household, the HACB will attempt to determine which is the true victim by requiring each of them to provide third-party documentation in accordance with 24 CFR 5.2007(e)(b)(2) or (3) and by following any HUD guidance on how such determinations should be made. [42 U.S.C. § 14043e-11(c)(7)]

Note: The correct regulatory and statutory citations to the sections describing response to conflicting certification under VAWA are provided above.

[...]

Failure to Provide Documentation [24 CFR 5.2007(c); 42 U.S.C. § 14043e-11(c)(2)(A)]

In order to deny relief for protection under VAWA, a PHA must provide the individual requesting relief with a written request for documentation of abuse. If the individual fails to provide the documentation within 14 ~~calendar~~ business days from the date of receipt, or such longer time as the PHA may allow, the PHA may deny relief for protection under VAWA.

(pp. 16-37 – 16-39)

Proving that You Are a Victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

The housing authority and your landlord can ask you to prove or “certify” that you are a victim of domestic violence, dating violence, sexual assault, or stalking. The housing authority and your landlord must give you at least fourteen (14) ~~calendar~~ business days to provide this proof. The housing authority and your landlord are free to extend the deadline. There are three ways you can prove that you are a victim:

- Complete the certification form given to you by the housing authority or your landlord. The form will ask for your name, the name of your abuser, only if name is known and safe to provide, the abuser’s relationship to you, the date, ~~time~~, and location of the incident of violence, and a description of the violence. You are only required to provide the name of the abuser if it is safe to provide and you know their name.
- Provide a statement from a victim service provider, attorney, mental health professional, or medical professional who has helped you address incidents of domestic violence, dating violence, sexual assault, or stalking. The professional must state that he or she believes that the incidents of abuse are real. Both you and the professional must sign the statement, and both of you must state that you are signing “under penalty of perjury.”
- Provide a police or court record, such as a protective order, or an administrative record.

Additionally, at its discretion, the housing authority can accept a statement or other evidence provided by the applicant or tenant.

Note: The Form HUD 50066, VAWA self-certification form for the public housing and voucher programs, does not require the victim to provide the time of the incident. Furthermore, VAWA 2013 added documentation options including an administrative record and a third-party statement by a mental health professional. See 42 U.S.C. § 14043e-11(c)(3)(B), (C). VAWA 2013 also permits housing providers to accept a statement or other evidence provided by the applicant or tenant, at the discretion of the housing provider. See 42 U.S.C. § 14043e-11(c)(3)(D).

Underline = new text; ~~striketrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

[...]

Definitions

Note: VAWA 2013 provided revised definitions of “domestic violence,” “stalking” and affiliated individual. See 42 U.S.C. §§ 13925(a)(8), 13925(a)(30).

(pp. 16-40 – 16-42)

EXHIBIT 16-2: SAMPLE NOTICE TO HOUSING CHOICE VOUCHER OWNERS AND MANAGERS REGARDING THE VIOLENCE AGAINST WOMEN ACT (VAWA)

Protections for Victims

You cannot refuse to rent to an applicant solely because he or she is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

You cannot evict a tenant who is or has been the victim of domestic violence, dating violence, sexual assault, or stalking based on acts or threats of violence committed against the victim. Also, criminal acts directly related to the domestic violence, dating violence, sexual assault, or stalking that are caused by a household member or guest cannot be cause for evicting the victim of the abuse.

Permissible Evictions

You can evict a victim of domestic violence, dating violence, sexual assault, or stalking if you can demonstrate that there is an *actual or and imminent* (immediate) threat to other tenants or employees at the property if the victim is not evicted...

Note: A housing provider can only evict a victim if the housing provider can demonstrate that there is an actual AND imminent threat to other tenants or employees at the property if the victim is not evicted. Under VAWA, the threat must be both “actual and imminent.” 42 U.S.C. § 14043e-11(b)(3)(C)(iii).

[...]

Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

If a tenant asserts VAWA’s protections, you can ask the tenant to certify that he or she is a victim of domestic violence, dating violence, sexual assault, or stalking. You are not required to demand official documentation and may rely upon the victim’s statement alone. If you choose to request certification, you must do so in writing and give the tenant at least 14 ~~calendar~~ business days to provide documentation. You are free to extend this deadline. A tenant can certify that he or she is a victim by providing any one of the following three documents:

- By completing a HUD-approved certification form. The most recent form is HUD-50066. This form is available at the housing authority, or online at http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/forms/hud5 ~~<http://www.hud.gov/offices/adm/hudclips/forms/hud5.cfm>~~.
- By providing a statement from a victim service provider, attorney, mental health professional, or medical professional who has helped the victim address incidents of domestic violence, dating violence, sexual assault, or stalking. The professional must state that he or she believes that the

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

incidents of abuse are real. Both the victim and the professional must sign the statement under penalty of perjury.

- By providing a police or court record, such as a protective order, or administrative record.

If the tenant fails to provide one of these documents within fourteen (14) ~~calendar~~ business days, you may evict the tenant if authorized by otherwise applicable law and lease provisions.

Note: There is a new link to the Form HUD 50066. Furthermore, VAWA 2013 added documentation options including an administrative record and a third-party statement by a mental health professional. See 42 U.S.C. § 14043e-11(c)(3)(B), (C).

[...]

- ~~HUD Notice PIH 2006 42 contains detailed information regarding VAWA's certification requirements. The notice is available at <http://www.hud.gov/offices/adm/hudclips/notices/pih/06pihnotices.efm>.~~
- ~~An overview of VAWA's housing provisions is available at <http://edocket.access.gpo.gov/2007/pdf/E7-4795.pdf>.~~

Note: These notices are outdated and no longer apply.

Definitions

Note: VAWA 2013 provided revised definitions of “domestic violence” and “stalking” and affiliated individual. See 42 U.S.C. §§ 13925(a)(8), 13925(a)(30), 14043e-11(a)(1).

(p. GL-4 – GL-16)

[...]

Violence Against Women Reauthorization Act (VAWA) of 2013. Prohibits denying admission to the program to an otherwise qualified applicant or terminating assistance on the basis that the applicant or program participant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

**Housing Authority of the County of Butte
Admissions and Continued Occupancy Plan (ACOP)**

3-I.C. FAMILY BREAK-UP AND REMAINING MEMBER OF TENANT FAMILY

Pages 3-2 to 3-3

[...]

If a court determines the disposition of property between members of an applicant or resident family as ~~part of a divorce or separation decree~~, the HACB will abide by the court's determination.

[...]

In the absence of a judicial decision or an agreement among the original family members, the HACB will determine which family retains their placement on the waiting list, or will continue in occupancy taking into consideration the following factors: (1) the interest of any minor children, including custody arrangements, (2) the interest of any ill, elderly, or disabled family members, (3) the interest of any family member who is or has been the victim of domestic violence, dating violence, sexual assault, or stalking, including a family member who was forced to leave a public housing unit as a result of such actual or threatened abuse, and provides documentation in accordance with section 16-VII.D of this ACOP; (4) any possible risks to family members as a result of domestic violence or criminal activity, and (5) the recommendations of social service professionals.

Notes: In situations involving domestic violence, dating violence, sexual assault, or stalking, VAWA 2013 requires that housing authorities honor all court orders addressing rights of access to or control of property, including civil protection orders, as well as the distribution or possession of property among household members. See 42 U.S.C. §14043e-11(b)(3)(C)(i). Additional language added to be consistent with language in the PHA's Draft Administrative Plan.

3-III.F. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING [24 CFR Part 5, Subpart L; 42 U.S.C. § 14043e-11(b)(1)]

Page 3-23

Notification

VAWA 2013 expanded notification requirements to include the obligation for PHAs to provide applicants who are denied assistance with a notice of VAWA rights and the form HUD-50066 at the time the applicant is denied.

HACB Policy

The HACB acknowledges that a victim of domestic violence, dating violence, sexual assault, or stalking may have an unfavorable history (e.g., a poor credit history, a record of previous damage to an apartment, a prior arrest record) that would warrant denial under the HACB's policies. Therefore, if the HACB makes a determination to deny admission to an applicant family, the HACB will include in its notice of

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

denial information about protection against denial provided by VAWA in accordance with section 16-VII.C. of this ACOP, a notice of VAWA rights, as well as including and a copy of the form HUD-50066. The HACB will request in writing that an applicant wishing to claim this protection notify the HACB within 14 business days (i.e., Saturdays, Sundays, and holidays do not count).

Note: The HACB's policy-to request that an applicant wishing to claim VAWA protections notify the HACB within 14 business days – must be distinguished from the VAWA documentation requirements, which is a process triggered by an applicant or tenant claiming VAWA protections and then followed by a PHA's written request for documentation concerning the violence or abuse to be submitted by the survivor within 14 business days. In addition it must be clear that an applicant who does not respond to this notification request concerning VAWA protections within the given timeframe does not waive his or her right to assert VAWA protections at a later point. The language has been updated to reflect the requirement in VAWA 2013 that an applicant who is denied assistance must be provided a notice of VAWA rights along with the VAWA self-certification form; the notice of VAWA rights must be provided even if language referencing VAWA is included in the notice of denial.

4-III.E. FINAL ELIGIBILITY DETERMINATION

Page 4-16

[...]

Upon making an eligibility determination, the PHA must provide the family a notice of VAWA rights as well as the HUD VAWA self-certification form (HUD Form 50066) in accordance with the Violence Against Women Reauthorization Act of 2013, and as outlined in 16-VII.C. The notice and self-certification form must accompany the written notification of the eligibility determination. This notice must be provided in both of the following instances: (1) when a family is notified of its eligibility; or (2) when a family is notified of its ineligibility.

Note: Add this language at the end of Section 4-III.E. to be consistent with the notification requirements within VAWA 2013, 42 U.S.C. § 14043e-11(d).

5-II.D. REFUSALS OF UNIT OFFERS

Page 5-4

Good Cause for Unit Refusal

[...]

HACB Policy

[...]

The family should offer specific and compelling documentation such as restraining orders; other court orders; or risk assessments related to witness protection from a law enforcement agency; or documentation of domestic violence, dating violence, sexual assault, or stalking in accordance with section 16-VII.D of this ACOP.

Note: This passage was updated for clarity.

CHAPTER 7: VERIFICATION Page 7-1

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

INTRODUCTION

[...]

All information obtained through the verification process will be handled in accordance with the records management policies established by the PHA, including Violence Against Women Reauthorization Act of 2013 confidentiality requirements outlined in 16-VII.E.

8-I.B. LEASE ORIENTATION

Orientation Agenda

Pages 8-1 to 8-2

[...]

Information about the protections afforded by the Violence Against Women Reauthorization Act of 2013 (VAWA) to victims of domestic violence, dating violence, sexual assault, and stalking (see section 16-VII.C).

12-I.C. EMERGENCY TRANSFER PROCEDURES

Page 12-2

[...]

Emergency transfers that arise due to maintenance conditions are mandatory for the tenant.

For emergency transfers requested by a victim of domestic violence, dating violence, sexual assault, or stalking, transfer procedures must comply with the Violence Against Women Reauthorization Act of 2013.

12-III.B. TYPES OF RESIDENT REQUESTED TRANSFERS

Page 12-5

HACB Policy

[...]

The HACB will consider the following as high priority transfer requests:

[...]

When there has been a verified threat of physical harm or criminal activity. Such circumstances may, at the HACB discretion, include an assessment by law enforcement indicating that a family member is the actual or potential victim of a criminal attack, retaliation for testimony, a hate crime, or domestic violence, dating violence, sexual assault, or stalking. For instances of domestic violence, dating violence, sexual assault, or stalking, the threat may also be established through documentation outlined in section 16-VII.D, or by any proof accepted by HACB.

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

12-IV.D. GOOD CAUSE FOR UNIT REFUSAL

Page 12-8

HACB Policy

Examples of good cause for refusal of a unit offer include, but are not limited to, the following:
[...]

The family demonstrates to the HACB satisfaction that accepting the offer will place a family member's life, health or safety in jeopardy. The family should offer specific and compelling documentation such as restraining orders,; other court orders,; or risk assessments related to witness protection from a law enforcement agency,; or documentation of domestic violence, dating violence, sexual assault, or stalking in accordance with section 16-VII.D of this ACOP.

Notes: This additional language was included to make this section consistent with changes in Section 5-II.D., which also addressed good cause for unit refusal.

13-III.B. MANDATORY LEASE PROVISIONS [24 CFR 966.4(I)(5)]

Page 13-5

[...]

Definitions [24 CFR 5.100]

The following definitions will be used for this and other parts of this chapter:

[...]

Dating violence is defined in section ~~3-III.F~~ 16-VII.B.

Domestic violence is defined in section ~~3-III.F~~ 16-VII.B.

[...]

Stalking is defined in section ~~3-III.F~~ 16-VII.B.

[...]

Page 13-6

Threat to Other Residents [24 CFR 966.4(I)(5)(ii)(A)]

The lease must provide that any criminal activity by a covered person that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents (including PHA management staff residing on the premises) or by persons residing in the immediate vicinity of the premises are grounds for termination of tenancy. Criminal activity that is directly related to domestic violence, dating violence, sexual assault, or stalking, when committed by a tenant's household member, guest, or other individual under the tenant's control, shall not be the basis for a termination of tenancy if the tenant or an affiliated individual of the tenant is a victim, or a threatened victim, of the domestic violence, dating violence, sexual assault, or stalking.

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

Notes: The additional language incorporates language from VAWA 2013, specifically 42 U.S.C. § 14043e-11(b)(3)(A).

13-III.C. OTHER AUTHORIZED REASONS FOR TERMINATION [24 CFR 966.4(l)(2) and (5)(ii)(B)]

Page 13-9

[...]

Other Good Cause [24 CFR 966.4(l)(2)(ii)(B) and (C)]

HUD regulations state that the HACB may terminate tenancy for other good cause. The regulations provide a few examples of other good cause, but do not limit the HACB to only those examples. The Violence against Women Reauthorization Act of 2005¹³ explicitly prohibits PHAs from considering incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking as “other good cause” for terminating the assistance, tenancy, or occupancy rights of the victim or threatened victim of such violence.

Notes: Changed slightly to reflect wording in 42 U.S.C. § 14043e-11(b)(2).

13-III.D. ALTERNATIVES TO TERMINATION OF TENANCY

Page 13-11

Exclusion of Culpable Household Member [24 CFR 966.4(l)(5)(vii)(C)]

[...]

Additionally, under the Violence Against Women Reauthorization Act of 2013, the PHA may bifurcate a lease in order to terminate the tenancy of an individual who is a tenant or lawful occupant of a unit and engages in criminal activity directly related to domestic violence, dating violence, sexual assault, or stalking. If the person removed from the lease was the only tenant eligible to receive assistance, the PHA shall provide any remaining tenant a chance to establish eligibility for the unit. If a remaining tenant cannot do so, the PHA shall provide the tenant reasonable time to find new housing or to establish eligibility for another housing program covered by VAWA 2013.

Notes: Paragraph added to reflect language in 42 U.S.C. § 14043e-11(b)(3)(B).

13-III.F. TERMINATIONS RELATED TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING

Pages 13-13 to 13-14

VAWA Protections against Terminations [24 CFR 5.2005(c); 42 U.S.C. § 14043e-11]

VAWA provides that “~~criminal activity directly related to domestic violence, dating violence, sexual assault, or stalking, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control, shall not be cause for termination of tenancy of, occupancy rights of, or assistance to the victim, if the tenant or affiliated individual of the tenant is the victim~~” [24 CFR 5.2005(c)(2)]. “[n]o person may deny assistance, tenancy, or occupancy rights to [...public housing....] to a tenant solely on

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

the basis of criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking that is engaged in by a member of the household of the tenant or any guest or other person under the control of the tenant, if the tenant or an affiliated individual of the tenant is the victim or threatened victim of such domestic violence, dating violence, sexual assault, or stalking.”

Notes: Paragraph added to reflect language in 42 U.S.C. § 14043e-11(b)(3)(A).

VAWA further provides that incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking may not be construed either as serious or repeated violations of the lease by the victim or threatened victim of such violence or as good cause for terminating the tenancy, assistance, or occupancy rights of the victim or threatened victim of such violence [24 CFR 5.2005(c)(1); 42 U.S.C. § 14043e-11(b)(2)].

Notes: Updated to reflect language in 42 U.S.C. § 14043e-11(b)(2).

Limits on VAWA Protections [24 CFR 5.2005(d) and(e) ; 42 U.S.C. § 14043e-11(b)(3)(C)]

While VAWA prohibits a PHA from using domestic violence, dating violence, sexual assault, or stalking as the cause for a termination or eviction action against a public housing tenant who is the victim of the abuse, the protections it provides are not absolute. Specifically:

[...]

Even when a victim poses an actual and imminent threat, however, HUD regulations authorize a PHA to terminate the victim’s assistance “only when there are no other actions that could be taken to reduce or eliminate the threat, including, but not limited to, transferring the victim to a different unit, barring the perpetrator from the property, contacting law enforcement to increase police presence or develop other plans to keep the property safe, or seeking other legal remedies to prevent the perpetrator from acting on a threat.” [24 CFR 5.2005(d)(3)]. Additionally, HUD regulations state that restrictions “predicated on public safety cannot be based on stereotypes, but must be tailored to particularized concerns about individual residents.” [24 CFR 5.2005(d)(3)].

[...]

Documentation of Abuse [24 CFR 5.2007]

Page 13-17

HACB Policy

When an individual facing termination of tenancy for reasons related to domestic violence, dating violence, sexual assault, or stalking claims protection under VAWA, the HACB will request in writing that the individual provide documentation supporting the claim in accordance with the policies in section 16-VII.D of this ACOP.

[...]

Terminating or Evicting a Perpetrator of Domestic Violence

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

Although VAWA provides protection from termination for victims of domestic violence, it does not provide protection for perpetrators. In fact, VAWA gives the PHA the explicit authority to bifurcate a lease, or to remove a household member from a lease, ~~“in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant” [24 CFR 5.2009(a)]~~. “in order to evict, remove, or terminate assistance to any individual who is a tenant or lawful occupant of the housing and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking against an affiliated individual or other individual, without evicting, removing, terminating assistance to, or otherwise penalizing a victim of such criminal activity who is also a tenant or lawful occupant of the housing.” [42 U.S.C. § 14043e-11(b)(3)(B)(i)]. Moreover, HUD regulations impose on the PHA the obligation to consider lease bifurcation in any circumstances involving domestic violence, dating violence, or stalking [24 CFR 966.4(e)(9)].

Notes: Replaced text with language from 42 U.S.C. § 14043e-11(b)(3)(B)(i).

HACB Policy

The HACB will bifurcate a family's lease and terminate the tenancy of a family member if the HACB determines that the family member has committed criminal acts of physical violence against other family members or others. This action will not affect the tenancy or program assistance of the remaining, nonculpable family members.

In making its decision, the HACB will consider all credible evidence, including, but not limited to, a signed certification (form HUD-50066) or other documentation of abuse submitted to the HACB by the victim in accordance with this section and section 16-VII.D. The HACB will also consider the factors in section 13.III.E. Upon such consideration, the HACB may, on a case-by-case basis, choose not to bifurcate the lease and terminate the tenancy of the culpable family member.

If the HACB does bifurcate the lease and terminate the tenancy of the culpable family member, it will do so in accordance with the lease, applicable law, and the policies in this ACOP. If the person removed from the lease was the only tenant eligible to receive assistance, the PHA shall provide any remaining tenant a chance to establish eligibility for the unit. If a remaining tenant cannot do so, the PHA shall provide the tenant reasonable time to find new housing or to establish eligibility for another housing program covered by VAWA 2013.

Notes: The highlighted portion raises issues about what would occur in a situation where the lease is not bifurcated. If the lease is not bifurcated and the tenancy of the culpable family member is terminated, it is unclear what would happen to a victim of domestic violence, dating violence, sexual assault, or stalking who resided in the unit and was also on the lease. It would contravene the broader policy aim of not penalizing victims for the abuse committed against them if the victim tenant also lost his or her tenancy; additionally, a showing of actual and imminent threat would need to be demonstrated in order for the tenant to lose their tenancy due to acts of an abuser. Please clarify this language. The additional portions reflect the language concerning lease bifurcation in VAWA 2013, 42 U.S.C. § 14043e-11(b)(3)(B).

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

13-IV.D. LEASE TERMINATION NOTICE [24 CFR 966.4(l)(3)]

Form, Delivery, and Content of the Notice

Pages 13-20 to 13-21

[...]

HACB Policy

The HACB will attempt to deliver notices of lease termination directly to the tenant or an adult member of the household. (For terminations related to domestic violence, see also ~~the policy under "Victim Notification" in section 13-III.F.~~ section 16-VII.C.) If such attempt fails, the notice will be sent by first-class mail the same day.

All notices of lease termination will include information about the protection against termination provided by the Violence Against Women Reauthorization Act of 2013 (VAWA) for victims of domestic violence, dating violence, sexual assault, or stalking (see section 16-VII.C). The HACB will also include a copy of the form HUD 50066 and a notice of VAWA rights to accompany the termination notice. Any ~~family household member~~ tenant who claims that the cause for termination involves (a) criminal acts of physical violence against family members or others or (b) incidents of domestic violence, dating violence, sexual assault, or stalking of which the tenant or affiliated individual of the tenant ~~a family member~~ is the victim will be given the opportunity to provide documentation in accordance with the policies in section 13-III.F and 16-VII.D.

Notes: Included language about the notification requirements found at 42 U.S.C. § 14043e-11(d); also updated language to include not just family members, but affiliated individuals, as receiving protections under VAWA 2013. See 42 U.S.C. § 14043e-11(b)(3)(A).

13-IV.E. EVICTION [24 CFR 966.4(l)(4) and 966.4(m)]

Page 13-22

Eviction notice means a notice to vacate, or a complaint or other initial pleading used under state or local law to commence an eviction action. The PHA may only evict the tenant from the unit by instituting a court action, unless the law of the jurisdiction permits eviction by administrative action, after a due process administrative hearing, and without a court determination of the rights and liabilities of the parties.

All eviction notices will be accompanied by a copy of the form HUD 50066 and a notice of VAWA rights to accompany the eviction notice. Any family household member tenant who claims that the cause for eviction (a) criminal acts of physical violence against family members or others or (b) incidents of domestic violence, dating violence, sexual assault, or stalking of which the tenant or affiliated individual of the tenant is the victim will be given the opportunity to provide documentation in accordance with the policies in section 13-III.F and 16-VII.D.

[...]

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58]

[...]

Notice of Denial [24 CFR 960.208(a)]

Page 14-2

The PHA must give an applicant prompt notice of a decision denying eligibility for admission. The notice must contain a brief statement of the reasons for the PHA decision, and must also state that the applicant may request an informal hearing to dispute the decision. The notice must describe how to obtain the informal hearing.

When denying eligibility for admission, the PHA must provide the family a notice of VAWA rights as well as the HUD VAWA self-certification form (HUD Form 50066) in accordance with the Violence Against Women Reauthorization Act of 2013, and as outlined in 16-VII.C. The notice and self-certification form must accompany the written notification of the denial of eligibility determination.

[...]

16-V.A. OVERVIEW

Page 16-11

[...]

In addition, the PHA must ensure that all applicant and participant files are maintained in a way that protects an individual's privacy rights, and that comply with VAWA 2013 confidentiality requirements.

PART VII: VIOLENCE AGAINST WOMEN ACT (VAWA): NOTIFICATION, DOCUMENTATION, AND CONFIDENTIALITY

16-VII.A. OVERVIEW

Page 16-14

The Violence against Women Reauthorization Act of 2013~~05~~ (VAWA) provides special protections for victims of domestic violence, dating violence, sexual assault, and stalking who are applying for or receiving assistance under the public housing program. If your state or local laws provide greater protection for such victims, those laws ~~take precedence over~~ apply in conjunction with VAWA.

16-VII.B. DEFINITIONS [24 CFR 5.2003]

Page 16-14 to 16-15

The term *affiliated individual* means, with respect to a person:

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

- A spouse, parent, brother or sister, or child of that individual, or an individual to whom that ~~individual~~ person stands in the position or place of a parent; or
- Any other individual, tenant or lawful occupant living in the household of ~~that individual~~ the victim of domestic violence, dating violence, sexual assault, or stalking.

[...]

The term *domestic violence* includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

[...]

The term *stalking* means:

To engage in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

- ~~—To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or~~
- ~~—To place under surveillance with the intent to kill, injure, harass, or intimidate another person; or~~
- ~~—In the course of, as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury, to or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person; or~~
- ~~—As engaging in a course of conduct directed at a specific person that would cause a reasonable person to: fear for his or her safety or others; or suffer substantial emotional distress [42 USCA sec. 13925(a)(30)].~~

Notes: VAWA 2013 provided revised definitions of “domestic violence” and “stalking” and further defined “affiliated individual.” The edits above reflect these changes. See 42 U.S.C. §§ 13925(a)(8), 13925(a)(30), 14043e-11(a)(1). The edits to “affiliated individual” are also aimed at clarity.

Notification to Applicants and Tenants [24 CFR 5.2005(a)(1); 42 U.S.C. § 14043e-11(d)]

Page 16-16

PHAs are required to inform public housing applicants and tenants of their rights under VAWA, including their right to confidentiality and the limits thereof, when they are denied assistance, when they are admitted to the program, and when they are notified of an eviction or termination of housing benefits.

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

The PHA must distribute a notice of VAWA rights, along with the VAWA self-certification form (HUD Form 50066) at each of these three junctures.

HACB Policy

[moved from third paragraph to first] The “VAWA information” provided to applicants and tenants will consist of the notice of VAWA rights in Exhibit 16-1 and a copy of form HUD-50066, Certification of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.

[...]

16-VII.D. DOCUMENTATION [24 CFR 5.2007; 42 U.S.C. § 14043e-11(c)]

Page 16-16 to 16-17

A PHA presented with a claim for initial or continued assistance based on status as a victim of domestic violence, dating violence, sexual assault, stalking, or criminal activity related to any of these forms of abuse may – but is not required to – request that the individual making the claim document the abuse. Any request for documentation must be in writing, and the individual must be allowed at least fourteen (14) business days after receipt of the requests to submit the documentation. The PHA may extend this time period at its discretion. [24 CFR 5.2007(a)]

The individual may satisfy the PHA’s request by providing any one of the following three forms of documentation [24 CFR 5.2007(b)]:

[...]

- (2) A federal, state, tribal, territorial, or local police report or court record or administrative record
- (3) Documentation signed by a person who has assisted the victim in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of such abuse. This person may be an employee, agent, or volunteer of a victim service provider; an attorney; mental health professional; or a medical professional. ~~Acceptable documentation also includes a record of an administrative agency, and documentation from a mental health professional.~~ The person signing the documentation must attest under penalty of perjury to the person’s belief that the incidents in question are bona fide incidents of abuse. The victim must also sign the documentation.

The PHA may not require third-party documentation (forms 2 and 3) in addition to certification (form 1), except as specified below under “Conflicting Documentation,” nor may it require certification in addition to third-party documentation [VAWA 2005 final rule].

[...]

Conflicting Documentation [24 CFR 5.2007E(e); 42 U.S.C. § 14043e-11(c)(7)]

Page 16-17

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

In cases where the PHA receives conflicting certification documents from two or more members of a household, each claiming to be a victim and naming one or more of the other petitioning household members as the perpetrator, the PHA may determine which is the true victim by requiring each to provide acceptable third-party documentation, as described above (forms 2 and 3). The PHA must honor any court orders issued to protect the victim or to address the distribution of property.

HACB Policy

If presented with conflicting certification documents (two or more forms HUD-50066) from members of the same household, the HACB will attempt to determine which is the true victim by requiring each of them to provide third-party documentation in accordance with 24 CFR 5.2007(e) ~~(b)(2) or (3)~~ and by following any HUD guidance on how such determinations should be made. [42 U.S.C. § 14043e-11(c)(7)].

Note: The correct regulatory and statutory citations to the sections describing response to conflicting certification under VAWA are provided above.

Discretion to Require No Formal Documentation [24 CFR 5.2007(d); 42 U.S.C. § 14043e-11(c)(3)(D)]

The PHA has the discretion to provide benefits to an individual based solely on the individual's statement or other corroborating evidence – i.e., without requiring formal documentation of abuse in accordance with 24 CFR 5.2007(b) and 42 U.S.C. § 14043e-11(c)(3)(D).

HACB Policy

If the HACB accepts an individual's statement or other corroborating evidence of domestic violence, dating violence, sexual assault, or stalking, the HACB will document acceptance of the statement or evidence in the individual's file.

Failure to Provide Documentation [24 CFR 5.2007(c); 42 U.S.C. § 14043e-11(c)(2)(A)]

In order to deny relief for protection under VAWA, a PHA must provide the individual requesting relief with a written request for documentation of abuse. If the individual fails to provide the documentation within fourteen (14) business days from the date of receipt, or such longer time as the PHA may allow, the PHA may deny relief for protection under VAWA.

16-VI.E. CONFIDENTIALITY [24 CFR 5.2007(b)(4); 42 U.S.C. § 14043e-11(c)(4)]

All information provided to the PHA regarding domestic violence, dating violence, sexual assault, or stalking, including the fact that an individual is a victim of ~~such violence~~ domestic violence, dating violence, sexual assault, or stalking, must be retained in confidence. This means that the PHA (1) may not enter the information into any shared database, (2) may not allow employees or others to access the information unless they are explicitly authorized to do so and have a need to know the information for purposes of their work, and (3) may not provide the information to any other entity or individual, except to the extent that the disclosure is (a) requested or consented to by the individual in writing, (b) required for use in an eviction proceeding, or (c) otherwise required by applicable law.

Underline = new text; ~~strikethrough~~ = deleted text; *italicized "Notes"* = explanatory remarks

[...]

EXHIBIT 16-1: SAMPLE NOTICE TO PUBLIC HOUSING APPLICANTS AND RESIDENTS REGARDING THE VIOLENCE AGAINST WOMEN ACT (VAWA)

Beginning on page 16-19

A federal law that went into effect in ~~2006~~ 2005 and was reauthorized in 2013 protects individuals who are victims of domestic violence, dating violence, sexual assault, and stalking. The name of the law is the Violence ~~a~~Against Women Act, or "VAWA." [...]

Protections for Victims

If you are eligible for public housing, the housing authority cannot refuse to admit you to the public housing program ~~solely because~~ on the basis that you are a victim of domestic violence, dating violence, sexual assault, or stalking.

Proving that You Are a Victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

[...]

- Complete the certification form given to you by the housing authority. The form will ask for your name, the name of your abuser, only if the name is known and safe to provide, the abuser's relationship to you, the date, ~~time~~, and location of the incident of violence, and a description of the violence. You are only required to provide the name of the abuser if it is safe to provide and you know the name.
- Provide a statement from a victim service provider, attorney, mental health professional, or medical professional who has helped you address incidents of domestic violence, dating violence, sexual assault, or stalking. The professional must state that he or she believes that the incidents of abuse are real. Both you and the professional must sign the statement, and both of you must state that you are signing "under penalty of perjury."
- Provide a police or court record, such as a protective order, or an administrative record.

Additionally, at its discretion, the housing authority can accept a statement or other evidence provided by the applicant or tenant.

If you fail to provide one of these documents within the required time, the housing authority may evict you.

Note: Form HUD 50066, VAWA self-certification form for the public housing and voucher programs, does not require the victim to provide the time of the incident. Furthermore, VAWA 2013 added documentation options including an administrative record and a third-party statement by a mental health professional. See 42 U.S.C. § 14043e-11(c)(3)(B), (C). VAWA 2013 also permits housing providers to accept a statement or other evidence provided by the applicant or tenant, at the discretion of the housing provider. See 42 U.S.C. § 14043e-11(c)(3)(D).

[...]

Definitions

Underline = new text; ~~strikethrough~~ = deleted text; *italicized “Notes”* = explanatory remarks

Note: VAWA 2013 provided revised definitions of “domestic violence” and “stalking.” See 42 U.S.C. § 13925(a)(8) (“domestic violence”), § 13925(a)(30) (“stalking”). Update the definition of “domestic violence” to include references to “intimate partner” victims. VAWA 2013 extends its protections beyond to include persons who are an intimate partner of the abuser/perpetrator. VAWA 2013 updated definition of “domestic violence” can be found in 42 U.S.C. § 13925(a)(8). The VAWA 2013 updated definition of “stalking” can be found in 42 U.S.C. § 13925(a)(30).

GLOSSARY

Page GL-3

Note: Update “VAWA” to “Violence Against Women Reauthorization Act of 2013.”

Page GL-4

[...]

Affiliated individual. With respect to an individual, a spouse, parent, brother, sister, or child of that individual, or ~~an individual~~ a person to whom that individual stands in loco al parentis (in the position or place of a parent) or any individual, tenant, or lawful occupant living in the household of ~~that individual~~ the victim of domestic violence, dating violence, sexual assault, or stalking.

[...]

Note: Amended the definition of “affiliated individual” slightly for clarity.

Page GL-18

Violence Against Women Reauthorization Act (VAWA) of 2013. Prohibits denying admission to, denying assistance under, or evicting from a public housing unit ~~to the project~~ an otherwise qualified applicant or tenant on the basis that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

EXHIBIT G

Challenged Elements

None

EXHIBIT H

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 8/30/2011

Capital Fund Program Five-Year Action Plan

Part 1: Summary

Activities for Year 1	Activities for Year 2 FFY Grant: CA 30 PO 43501-16 PHA FY: 2016			Activities for Year 3 FFY Grant: CA 30 PO 43501-17 PHA FY: 2017		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	CA 043-1A, 1B, 4 A: Landscaping B: Upgrade HVAC systems C: Replace VCT Floors / Abatement	1 10 5	36,000 46,000 35,000	CA 043-1A, 1B, 4 A: Replace VCT Floors B: Landscaping C: Replace VCT Floors / Abatement	25 1 5	55,000 45,000 35,000
	CA 043-2A & 2B A: Landscaping B: Upgrade HVAC Systems C: Replace VCT Floors / Abatement	1 1 3	56,000 50,000 15,000	CA 043-2A & 2B A: Window Replacements B: Energy Conservation Measures C: Replace VCT Floors / Abatement	1 1 3	30,000 30,000 15,000
	CA 043-3 A: Upgrade HVAC systems B: Energy Conservation Measures C: Landscaping D: Replace VCT Floors / Abatement E: Cabinet Replacement	5 1 1 12 5	25,000 65,000 55,000 125,000 15,000	CA 043-3 A: Upgrade HVAC Systems B Landscaping C: Window Replacements D: Replace VCT Floors / Abatement E: Physical Accessibility	5 1 60 10 3	25,000 98,000 90,000 50,000 150,000
	CA 043-10 A: Landscaping / Lighting Replacement B: Energy Conservation Measures C: ADA rehab D: Cabinet Replacement E: Under Slab Water Pipe Replacement	30 1 3 25 25	55,000 25,000 100,000 75,000 125,000	CA 043-10 A: Bathroom Upgrade B: Under Slab Water Pipe Replacement C: Exterior Lighting Replacement D: Energy Conservation Measures E: Replace VCT Floors	60 20 1 1 30	85,000 75,000 10,000 30,000 90,000
	CA 043-13 A: Replacement Windows B:: Landscaping / Lighting Replacement C:: Energy Conservation Measures	135 96 1	86,000 42,000 142,000	CA 043-13 A: Exterior Painting B: Replace VCT Floors C: Cabinet Replacement	20 25 5	40,000 75,000 22,000
	Sub Total of Estimated Cost		1,173,000	Sub Total of Estimated Cost		1,050,000

Capital Fund Program Five-Year Action Plan

Part 1: Summary

Activities for Year 1	Activities for Year 4 FFY Grant: CA 30 PO 43501-18 PHA FY: 2018			Activities for Year 5 FFY Grant: CA 30 PO 43501-19 PHA FY: 2019		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	CA 043-1A, 1B, 4 A: New Water Heaters B: Landscaping C: Replace VCT Floors / Abatement D: ADA upgrades E: Pre Fab skid type Storage Sheds	20 2 2 2 50	18,000 90,000 12,000 30,000 50,000	CA 043-1A, 1B, 4 A: Landscaping B: Replace VCT Floors / Abatement C: Physical Accessibility D: Energy Conservation Measures	1 5 4 1	50,000 25,000 150,000 60,000
	CA 043-2A & 2B A: New Water Heaters B: Dishwashers / Garbage Disposals C: Replace VCT Floors / Abatement D: Energy Conservation Measures	20 20 5 1	13,500 12,000 25,000 60,000	CA 043-2A & 2B A: Landscaping C: Exterior Lighting Replacement D: Exterior Painting E: Replace VCT Floors / Abatement F: Pre Fab skid type Storage Sheds	1 1 20 3 20	42,500 12,000 30,000 15,000 20,000
	CA 043-3 A: Storage & H2O Room Door & Vent B: Landscaping C: Replace VCT Floors / Abatement D: Pre Fab skid type Storage Sheds E: Energy Conservation Measures	100 1 17 100 1	75,000 50,000 85,000 100,000 60,000	CA 043-3 A: HVAC Upgrade B: Exterior Lighting C: Replace VCT Floors / Abatement D: Energy Conservation Measures	12 1 5 1	56,000 79,000 25,000 60,000
	CA 043-10 A: Modify Kitchen Lighting B: Dishwashers / Garbage Disposals C: Under Slab Water Pipe Replacement	30 60 20	6,000 65,000 55,000	CA 043-10 A: Small Roof mounted P.V. B: Upgrade ADA Units C: Under Slab Water Pipe Replacement	1 6 10	75,000 120,000 25,000
	CA 043-13 A: Replace Porches and Sidewalks B: Landscape Rehab and Prune Trees C: Install Cloth Lines D: Install Ceiling Fans E: Install Screen Doors F: Upgrade ADA Units	30 30 30 30 45 5	36,000 3,000 12,000 3,750 9,500 55,000	CA 043-13 A: Install Porches and Sidewalks B: Landscape Rehab and Prune Trees C: Install Cloth lines D: Install Ceiling Fans E: Install Screen Doors F: Exterior Lighting Replacement G Exterior Painting	30 30 30 30 30 30 26	18,000 1,500 6,000 3,000 6,000 30,000 39,000
	Sub Total of Estimated Cost		925,750	Sub Total of Estimated Cost		948,000

Activities for Year 1	Activities for Year 2 FFY Grant: CA 30 PO 43501-16 PHA FY: 2016		Activities for Year 3 FFY Grant: CA 30 PO 43501-17 PHA FY: 2017	
	Development Number/Name/General Description of Major Work Categories	Quantity	Development Number/Name/General Description of Major Work Categories	Quantity
See Annual Statement	CA 043-14		CA 043-14	
	A: Landscaping / Site Work	1	A: Fencing Back Yards	20
	B: Exterior Painting	20	B: Energy Conservation Measures	1
	C: Landscaping /Lighting Replacement	1	C: Pre Fab skid type Storage Sheds	20
	D: Replace VCT Floors	20	D: Roof Replacement	20
	E: Cabinet Replacement	20	E: Upgrade ADA Units	5
	F: Window Replacement	25	F: Window Replacement	25
	CA 043-15		CA 043-15	
	A: Landscaping / Lighting Replacement	1	A: Landscaping / Lighting Replacement	1
	B: Re-Surface Roads (slurry Seal)	1	B: Exterior Painting	50
	C: Replace Water Heaters	50	C: Energy Conservation Measures	1
	D: Replace VCT Floors	50	D: Roof Replacement	50
	E: Cabinet Replacement	50	E: Retaining Wall Oro Dam	1
	F: Upgrade ADA Units	5		
	HA-WIDE		HA-WIDE	
	A: CNA / PNA	1	A: CNA / PNA	1
	B: Administration	1	B: Administration	
	Sub Total of Estimated Cost		Sub Total of Estimated Cost	

Capital Fund Program Five-Year Action Plan

Part 1: Summary

Activities for Year 1	Activities for Year 4 FFY Grant: CA 30 PO 43501-18 PHA FY: 2018			Activities for Year 5 FFY Grant: CA 30 PO 43501-19 PHA FY: 2019		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	CA 043-14 A: Landscaping B: Exterior Painting C: Dishwashers / Garbage Disposals	1 20 20	25,000 26,000 15,000	CA 043-14 A: Install Speed Bumps B: Resurface Roads (slurry Seal) C: New Roofs	30 1 20	9,500 15,000 115,000
	CA 043-15 A: Dishwashers / Garbage Disposals B: Tile Floor Replacement	50 50	75,000 250,000	CA 043-15 A: Re-Surface Roads B: Speed Bumps C: New Roofs D: Exterior Painting	1 1 1 50	35,000 12,000 85,000 85,000
	HA-WIDE A: CNA / PNA B: Administration	1 1	35,000 140,000	HA-WIDE A: CNA / PNA B: Administration	1 1	45,000 120,000
	Sub Total of Estimated Cost		566,000	Sub Total of Estimated Cost		521,500

EXHIBIT I

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 06/30/2017

Part I: Summary		Grant Type and Number Capital Fund Program Grant No: CA 30 PO43501-13 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2013 FFY of Grant Approval:	
PHA Name: Housing Authority of the County of Butte					
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input checked="" type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Original	Total Estimated Cost	Obligated	Total Actual Cost¹
			Revised²		Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	106,951.00			
3	1408 Management Improvements – Soft Cost				
4	1410 Administration (may not exceed 10% of line 21)	53,475.00	53,475.00	53,475.00	53,475.00
5	1411 Audit	2,000.00	2,000.00	2,000.00	2,000.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	45,000.00	94,820.42	26,628.42	26,628.42
8	1440 Site Acquisition				
9	1450 Site Improvement	149,664.00	99,843.58	8,537.35	183.48
10	1460 Dwelling Structures	127,667.00	234,618.00	114,825.80	114,825.80
11	1465.1 Dwelling Equipment—Nonexpendable	50,000.00	50,000.00	35,709.51	31,300.00
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 06/30/2017

Part I: Summary		FFY of Grant: FFY of Grant Approval:	
PHA Name:	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: Date of CFFP:		
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost Original	Total Actual Cost¹ Revised ² Obligated Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	534,757.00	228,412.70
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Part II: Supporting Pages				Federal FFY of Grant: 2013				
PHA Name: Housing Authority of the County of Butte		Grant Type and Number Capital Fund Program Grant No: CA 30 PO43501-13 CFPP (Yes/ No): Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
CA43-1A, 1B & 4	A: VCT Tile Replacement	1460	2	4,001.00	5,869.92	5,869.92	5,869.92	
	B: Site Work / Landscaping	1450	1	3,000.00				
	C: ADA Upgrades	1460	1	3,000.00				
	D: HVAC Replacements	1465	3	15,600.00	5,300.00	5,300.00	5,300.00	
CA43-3	A: VCT Tile Replacement	1460	4	11,166.00	16,008.74	16,008.74	16,008.74	
	B: Site Work / Landscaping	1450	1	1,664.00				
	C: ADA Upgrades	1460	3	15,000.00				
	D: ADA Path of Travel	1450	1	110,000.00				
	E: HVAC Replacement	1465	7	34,400.00	44,700.00	26,200.00	26,200.00	
CA43-2A &2B	A: Site Work / Landscaping	1450	3	3,000.00				
	B: VCT Tile Replacement	1460	1	2,000.00				
	C: ADA Upgrades	1460	1	5,000.00				
CA43-10	A: Site Work / Landscaping	1450	1	3,000.00	74,238.16			
	B: VCT Tile Replacement	1460	2	2,500.00				
	C: ADA Upgrades	1460	1	5,000.00				
	D: Window Fix Upgrades	1460	40	45,000.00	130,621.90	4,390.00	4,390.00	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 06/30/2017

Part II: Supporting Pages						
PHA Name:		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/No):		Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Replacement Housing Factor Grant No:		Status of Work
				Total Estimated Cost		
				Total Actual Cost		
				Original	Revised ¹	
				Funds Obligated ²	Funds Expended ²	
CA43-13	A: VCT Tile Replacement	1460	3	3,000.00		
	B: Site Work / Landscaping	1450	1	3,000.00	15,000.00	
	C: Window Upgrade	1460	2	15,000.00	79,751.03	79,751.03
	D: ADA Path of Travel	1450	1	20,000.00	10,605.42	10,605.42
CA43-14	A: Site Work / Landscaping	1450	1	3,000.00		
	B: VCT Tile Replacement	1460	2	2,000.00	2,366.41	2,366.41
	C: Unit Rehab	1460	1	10,000.00		
CA43-15	A: VCT Tile Replacement	1460	3	3,000.00		
	B: Site Work / Landscaping	1450	1	3,000.00		
	C: ADA Upgrades	1460	4	2,000.00		
CA43 Authority Wide	A: Operations	1406	1	106,951.00		
	B: Management Improvements	1408	1			
	C: Administration	1410	1	53,475.00	53,475.00	51,768.47
	D: Fee and Cost	1430	1	45,000.00	94,820.42	10,879.43
	E: Audit	1411	1	2,000.00	2,000.00	2,000.00

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Capital Fund 501-14 Consolidated

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHA) Part 1: Summary

PHA Name Housing Authority of the County of Butte		Grant Type and Number: Capital Fund Program Grant No: CA 30 PO43501-14 Replacement Housing Factor Grant No:		Federal FY of Grant: 2014	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 2015		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number ____ <input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimate Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	20,000.00			
3	1408 Management Improvements - Soft Cost				
4	1410 Administration	55,673.00		14,308.46	14,308.46
5	1411 Audit	2,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	45,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	58,500.00			
10	1460 Dwelling Structures	348,761.00		114,999.00	114,999.00
11	1465.1 Dwelling Equipment - Non expendable	26,800.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2-18)	556,734.00	0.00	129,307.46	129,307.46
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 19 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security - Soft Cost				
24	Amount of line 20 Related to Security - Hard Cost				
25	Amount of line 20 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				
Signature of Executive Director & Date:		Signature of Public Housing Director & Date:			

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHA) Part 11: Supporting Pages

[illegible]

Capital Fund 501-15 Consolidated

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHA) Part 1: Summary

PHA Name Housing Authority of the County of Butte		Grant Type and Number: Capital Fund Program Grant No: CA 30 PO43501-15 Replacement Housing Factor Grant No:		Federal FY of Grant: 2015
[X] Original Annual Statement [] Reserve for Disasters/Emergencies		[] Revised Annual Statement/Revision Number ____		
[] Performance and Evaluation Report for Program Year Ending 201__		[] Final Performance and Evaluation Report		
Line No.	Summary by Development Account	Total Estimate Cost		Total Actual Cost
		Original	Revised	Obligated
1	Total Non-CGP Funds			
2	1406 Operations	20,000.00		
3	1408 Management Improvements - Soft Cost			
4	1410 Administration	54,942.00		
5	1411 Audit	2,000.00		
6	1415 Liquidated Damages			
7	1430 Fees and Costs	28,425.00		
8	1440 Site Acquisition			
9	1450 Site Improvement	58,500.00		
10	1460 Dwelling Structures	348,761.00		
11	1465.1 Dwelling Equipment - Non expendable	36,800.00		
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment			
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1502 Contingency			
20	Amount of Annual Grant (Sum of lines 2-18)	549,428.00	0.00	0.00
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 19 Related to Section 504 Compliance			
23	Amount of line 20 Related to Security - Soft Cost			
24	Amount of line 20 Related to Security - Hard Cost			
25	Amount of line 20 Related to Energy Conservation Measures			
26	Collateralization Expenses or Debt Service			
Signature of Executive Director & Date:		Signature of Public Housing Director & Date:		

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHA)

[illegible]

EXHIBIT J

HACB HOUSING AUTHORITY of the County of Butte

