





The Housing Authority of Prince George's County Agency Plan(s)

FIVE YEAR AGENCY PLAN FY 2020-2025 & ANNUAL PLAN FOR FY 2020-21
NATHAN F. SIMMS JR., EXECUTIVE DIRECTOR

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<https://www.princegeorgescountymd.gov/906/Housing-Authority> | Maryland Relay 711

**5-Year PHA Plan
(for All PHAs)**

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

OMB No. 2577-0226
Expires: 02/29/2016

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

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

A.	PHA Information.																										
A.1	<p>PHA Name: <u>Housing Authority of Prince George's County</u> PHA Code: <u>MD015</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2020</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>SEE ATTACHED 6.0 (b) Public Access to Information</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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B.	5-Year Plan. Required for <u>all</u> PHAs completing this form.
B.1	<p>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.</p> <p>SEE ATTACHED 5.1 PHA's Mission Statement</p>
B.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>SEE ATTACHED 5.2 Goals and Objectives</p>
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>SEE ATTACHED 10 A Progress in Meeting Missions and Goals</p>
B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>SEE ATTACHED 6.0-13 Violence Against Women Act</p>
B.5	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>SEE ATTACHED 10 (B) Significant Amendment and Modification Statement</p>
B.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
B.7	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>SEE ATTACHED Certifications</p>

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

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

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (05/2021), **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

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

B. 5-Year Plan.

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

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

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

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

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

B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments? No.

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

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

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

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

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

Applicability. Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p> PHA Name: Housing Authority of Prince George's County _____ PHA Code: __MD015__ PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): _07/2020 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units __376__ Number of Housing Choice Vouchers (HCVs) __5,837__ Total Combined Units/Vouchers __6,213__ PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> SEE ATTACHED 6.0 (b) Public Access to Information </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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B.	Annual Plan Elements
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>Most Recent Fiscal Year Audit. As of March 25, 2021, the audit report for HAPGC is not published. HUD extended the audited FDS submission due to Covid-19 by 3-months from 3/31/2021 to 6/30/2021. The audit report is projected to be completed in mid-April 2021.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p>1. Financial Resources: 6.0-2 Statement of Financial Resources 2. Operation and Management: 6.0-4 Operations and Management & 6.0 (B) Proposed Amendments to the Admissions and Continued Occupancy Policy (ACOP) Housing Choice Voucher Administrative Plan SEE ATTACHED</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review. Deconcentration Policy is attached.</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>

	<p>1. Mixed Finance Modernization or Development: 7.0 2. Demolition and/or Disposition: 7.0 3.Units with Approved Vacancies for Modernization: 10.0 4. Progress in Meeting Mission and Goals 10.0</p>
B.3	<p>Civil Rights Certification.</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

B.4	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe: Audit for FY 2020 is pending completion as of March 25, 2021. Audit extensions for FY 2020 were due to Covid-19. Audit is expected to be completed in mid-April 2020.</p>
B.5	<p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>Progress in Meeting Mission and Goals 10.0</p>
B.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
B.7	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>SEE ATTACHED Certifications Pending</p>
B.8	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>

C.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. Capital Improvements plan pending approval by HUD Field office.</p>
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Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section.

- A.1** Include the full **PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (07/2020), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type,** and the **Availability of Information,** specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

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

B. Annual Plan. All PHAs must complete this section.

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.” ([24 CFR §903.7](#))

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#)) Provide a 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. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#)) Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#))

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. ([24 CFR §903.7\(e\)](#))

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

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)) A description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention. Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

Asset Management. State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](http://www.hud.gov/offices/pih/1999-51). (24 CFR §903.7(r)(2)(ii))

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

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

Hope VI or Choice Neighborhoods. **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Mixed Finance Modernization or Development. **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **2)** A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](http://www.hud.gov/offices/pih/2012-32)

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate

the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.503\)](#) (24 CFR 903.7(b))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.505\)](#) (24 CFR 903.7(b))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21. \(24 CFR §903.7\(e\)\)](#)

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. ([24 CFR §903.7\(b\)](#))

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

- B.3 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. ([24 CFR §903.7\(o\)](#))
- B.4 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. ([24 CFR §903.7\(p\)](#))
- B.5 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.7\(r\)\(1\)](#))
- B.6 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))
- B.7 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#)). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- B.8 Troubled PHA.** If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." ([24 CFR §903.9](#))

C. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR 903.7 \(g\)](#))

- C.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form- 50075.2 approved by HUD on 07/22/2018."

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 9.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

**PHA Plan
Annual Agency Plan Update
Agency Identification**

PHA Name: Housing Authority of Prince George's County

PHA Number: MD39-P015 (MD015)

PHA Fiscal Year Beginning: 07/2020 (07/01/2020 – 06/30/2021)

Annual Plan Type:

Standard Plan

Troubled Agency Plan

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5.0 Five-Year Plan:

5-YEAR PLAN (ROLLING-BASE)
PHA FISCAL YEARS 2021– 2025
[24 CFR Part 903.5]

5-Year & Annual Agency Plan

PLAN INTRODUCTION

The aforementioned Five (5) Year and Annual Agency Plan describes the Housing Authority of Prince George’s County’s (HAPGC) goals and objectives to address priority needs related to decent, sanitary and affordable housing. The HAPGC supports HUD’s goal to develop a suitable living environment that will benefit low and moderate-income persons. The specific objectives of this 5-Year and Annual Plan are consistent with the HAPGC’s Consolidate Plan which:

- Provide supportive services to homeless populations; and
- Provide supportive housing services to non-homeless populations with special needs;

Over the next 5 Years, the priorities of the HAPGC’s Consolidated Plan remain consistent with HUD’s strategic Goals and Objectives and those emphasized in recent legislation. A summary of those priorities are:

Goal 1: To stabilize and increase housing opportunities for low and moderate-income households, homeless individuals and families, persons at risk of becoming homeless and non-homeless persons with special needs.

Goal 2: To improve the safety and livability of neighborhoods principally for low and moderate-income persons.

Goal 3: To support employment opportunities for low and moderate-income persons, small businesses, and community revitalization activities by creating and/or job retentions, and small business assistance.

The Authority continues to revise, implement and coordinate its 5-Year and Annual goals and HUD’s priorities into program operations. HAPGC staff continues to participate in the goal setting and strategizing to meet objectives, set tasks/strategies, and establish new milestones to form the framework for the Authority’s operations.

**The Housing Authority of Prince George's County
Goals**

GOAL 1

Continue to implement the appropriate management and administrative measures to maintain financial stability and maintain a standard performer designation.

GOAL 2

Maximize productivity and efficiency of human resources using technologies through our business and operation systems to empower users to accomplish tasks more effectively.

GOAL 3

Continue implementation of the strategic plan that considers and optimizes the Authority's human resources and organizational structure.

GOAL 4

Continue implementing programs that result in improved quantitative measurements.

GOAL 5

Continue producing quality single and multi-family developments that improve the quality of life for the citizens of Prince George's County.

GOAL 6

Comply with Fair Housing and Equal Opportunity objectives in accordance with the Voluntary Compliance Agreement (VCA), and Disability Rights Maryland (DRM) Agreement.

5.1 MISSION

PHA's Mission

The mission of the Housing Authority of Prince George's County is to expand access to a broad range of quality housing options, create safe, well planned, attractive residential communities while assisting families in maintaining self-sufficiency and promoting stability within communities.

The beneficiaries of our efforts are individuals and families with housing or community improvement needs. Special emphasis is given to low and moderate income people who live in the County.

We carry out our mission through aggressive financing; innovative planning; and productive partnerships with the public, private and community based organizations.

5.2 GOALS AND OBJECTIVES

PHA's Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. **Additionally, the Housing Authority has identified quantifiable measures of success in reaching its objectives over the course of its 5-Year and Annual plan.**

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

PHA Goal: Expand the supply of assisted housing

Objectives:

- Reposition and/or convert public housing portfolio to other forms of HUD rental assistance to address HAPGC's modernization, rehabilitation and physical needs, as well as place HAPGC's portfolio on a more stable financial foundation,
- Acquire or build new assisted-units or housing developments,
- Access Multi-Family Tax Exempt Bond,
- Maintain HCV program utilization at 100%, and
- Maintain PH occupancy at or above 98%,
- Leverage private or other public funds to create additional housing opportunities,
- Increase the supply of ADA accessible units

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing operations management,
- Improve housing choice voucher (HCV) utilization and management operations,
- Improve & increase quality of customer service to internal and external partners,
- Concentrate on efforts to improve specific areas of business operations functions within the agency, (e.g., public housing and HCV finance; voucher unit inspections; REAC inspections)
- Renovate, modernize and/or redevelop public housing units, and manage the increase and development of 504/ADA accessible units within HAPGC's portfolio and
- Initiate and/or request HUD replacement vouchers for converted units.

PHA Goal: Increase access to quality and housing assets for HAPGC residents

Objectives:

- Conduct outreach efforts to current and potential HCV landlords,
- Increase Housing Choice Voucher homeownership participants, and
- Increase HAPGC's current portfolio of project-based vouchers with specific targets for waitlist management for Applicants that meet specific criteria and/or preferences.

HUD Strategic Goal: Improve community quality of life and economic vitality

PHA Goal: Provide an improved and quality housing environment

Objectives:

- Implement public housing safety and security improvements,
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities (through PH, HVC, and Mod Rehab Programs), and
- Encourage deconcentration of poverty within HAPGC portfolio and Prince George County through landlord marketing, outreach and incorporation of housing options in HCV briefing materials.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

PHA Goal: Promote self-sufficiency and financial asset development of assisted households

Objectives:

- Increase the number and percentage of employed residents / households,
- Provide or attract supportive services to improve resident and household’s employability,
- Provide or attract supportive services to increase independence for the elderly or households with disabilities, and

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

PHA Goal: Ensure HAPGC’s promotion of equal opportunity and affirmatively further fair housing

Objectives:

- Continue and maintain affirmative fair housing measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, sexual orientation , gender identity and disability,
- Undertake affirmative measures to ensure accessible housing to persons with disabilities regardless of unit size required.
- HAPGC priority is to address fair housing and equal access to all residents; in such and in line with the VCA & Ripley Agreement, is prioritizing additional development targets to address housing for disabled residents.
- HAPGC in line with the 2020 Analysis of Impediments to Fair Housing Choice, is taking steps to assess, review & improve public housing units identified in phsyvial needs assessment to ensure that its inventory meets standards of accessibility

PHA’s Objectives

**HOUSING AUTHORITY OF PRINCE GEORGE COUNTY–
MEASUREMENTS**

1. Develop or Dispose of Authority-Owned Property

- HAPGC plans to submit to HUD a Repositioning application for five (5) Public Housing developments to the Special Application Center (SAC), for the conversion of public housing properties. HAPGC intends to request one or more combinations of HUD's current repositioning options such as conversion under the following types of process:
 - Rental Assistance Demonstration (RAD),
 - Demolition and Disposition (Section 18),
 - If available, participate in HUD's Streamline Voluntary Conversion
 - HAPGC will also complete repositioning under any new HUD or federal administrative initiatives as outlined by HUD in FY 2021

The overall purpose of repositioning HAPGC's portfolio is to establish eligibility for Tenant Protection Vouchers (TPV) and achieve the long-term viability of affordable housing. In FY 2021, HAPGC plans to complete the following actions in support of its repositioning strategy:

- Issue a Request for Qualifications (RFQ) including but not limited to the development or redevelopment of HAPGC public housing owned sites.
- Amend and or resubmit prior Section 18 Demolition and Disposition application previously submitted to the Special Application Center (SAC) for approval of a new development partner.
Strategically sell surplus HAPGC properties held in the inventory with the intent to use the financial proceeds towards various housing repositioning strategies as deemed fit and within best use of the current asset.
- Develop new construction with proposed tax credits allocations of 4% and 9% within the following properties; Glenarden Hills Phase 3 (two phases of development); Woodyard Station Apartments projected number of units is 46 & Birchwood at Greenbelt total units is projected at 60 units.
Projected number of units for each allocation is Glenarden Phase 3 (9% tax credits)- 44 units total, and Glenarden Phase 3 (4% tax credits)- 114 units.
Total projected for both phases is 158 units.

2. Improve Program Management and Administration

- Maintain High Performer rating for the Housing Choice Voucher Program through continual monitoring of SEMAP indicators.
- Maintain Standard Performer status as measured by the Public Housing Assessment System (PHAS).
- Maintain a HUD Real Estate Center (REAC) physical inspection overall score of at or above 90%.
- Continue to update and streamline internal housing policy, processes and procedures to increase staff efficiency.
- Re-assess and review operations for the Public Housing department to create increased operational efficiency.
- Ensure the lease-up process is implemented to maintain a 98 percent or higher occupancy rate.
- Provide Fair Housing and Equal Opportunity (FHEO) training to all Housing Authority staff on an on-going basis.
- Continue to conduct landlord outreach/seminars to ensure a better understanding of HCV programs.

- Educate landlords about FHEO HUD rules and regulations, reasonable accommodation requirements and encourage through marketing and/or HAPGC programs and increase of ADA/504 compliant and/or accessible units and/or features.
- Improve HUD-50058 compliance for submission, reporting and monitoring.

Improve HAPGC Property Management Operations

- Improve unit turn around, lease-up and make ready days by specific percentage each quarter.
- Respond and close 100% of all work orders to abate health and safety exigent conditions within 24 hours, routine work orders within 5-10 days and extraordinary within 30 days.
- Process and close all work orders with less than a 10% call-back rate.
- Complete PH renovation/construction projects on time and with less than a 10% variance in project budget and cost change orders if feasible.
- Pursue grant opportunities to make improvements and modernization of housing inventory.

3. Staff Reorganization

- Complete the change management and staff reorganization of critical positions and departments within HAPGC.

4. Continue Staff Training

- Initiate industry best practice HCV training for the HCV department including but not limited training on SEMAP/MTCS procedures.
- Cross train additional staff persons with HAPGC for the FSS and Homeownership Programs.
- Coordinate in conjunction with approved HUD Technical assistance the internal certification training for all Housing Authority staff.
- Send staff to industry-led program operations and professional development training.
- Increase staff policy and knowledge of HUD required lead based paint regulation and procedures.
- Maryland Department of Environment (MDE) - Maryland's Reduction of Lead Risk in Housing law requires owners of rental properties built before 1978 to register their units with Maryland Department of the Environment (MDE), distribute specific educational materials, and meet specific lead paint risk reduction standards.
- Provide in-house training for all staff on agency software applications. Provide training to all staff on PHA required Reasonable Accommodations/Reasonable Modifications 504 and Fair Housing.

5. Increase Resident/Client Services

- Provide mental health resources and services to residents
- Increase FSS participation levels in PH and HCV programs.
- Increase Homeownership participation levels.
- Provide Resident Services staff, Resident Advisory Board (RAB), and residents with capacity building and training to improve their ability to participate in Public Housing and HCV Program decision making.
- Reinstigate efforts to organize resident councils in PH properties.

6. Improve Risk Management

- Participate in the annual Housing Authority Insurance Risk Control Management Program that includes a systematic and continuous identification of loss exposure, and an emphasis on reducing losses due to accidents, incidents, or behavior that can be managed and or predicted. This program also lowers the cost of insurance premiums.
- Retro-fit and certify as agreed under HAPGC's VCA UFAS units to comply with UFAS regulations, Voluntary Compliance Agreement (VCA), and Disability Rights Maryland (DRM) Settlement Agreement, for selected Public Housing, Project Based, and Moderate Rehabilitation units.
- Include all 504 Reasonable Accommodation improvements in Capital Fund Annual and Five Year Plans.

7. Implementation of Energy Conservation Measures (ECMs)

- The Housing Authority will continue the use of renewable energy and green construction practices in public housing. The Public Housing Agency is encouraged to use solar, wind, geothermal/ground coupled heat pumps and other renewable energy sources, and other 'green' construction and rehabilitation techniques in procurement for maintenance, modernization, or new construction.
- As part of a green maintenance approach, we continue to use no- and low-VOC paint, adhesives and finishes, use Energy Star and Water Sense qualified products, and adopt an Integrated Pest Management (IPM) strategy.
- Housing Authority goals and objectives are consistent with Prince George's County OCS – Sustainable Energy Office of Central Services (OSC). The ENERGY STAR Certification and Green Leasing Grant seeks to increase the number of ENERGY STAR certified buildings, and encourage the adoption of green-leasing practices within Prince George's County. This effort will help support the County's goals of reducing greenhouse gas emissions, and attract and retain high-valued tenants in the county. (*We received a grant in 2020 and should submit for redevelopment RAD work*)
-

Housing Authority goals and objectives are consistent with the Housing and Community Development Consolidated Plan, to include, the Voluntary Compliance Agreement (VCA) and the Disability Rights Maryland (DRM) Settlement Agreement.

6.0 (a) PHA Plan Update:

- The Housing Authority of Prince George's County has made changes to the PHA Plan elements since the last Annual Plan submission. The proscribed information below outlines the changes that will be reflected in the 5-Year and Annual plan.

6.0 (b) Public Access to Information:

- Information regarding any activities outlined in this plan can be obtained by contacting the main administrative office of the Housing Authority. The PHA Plans (including attachments) are available for public inspection at:

Main administrative office of the PHA
9200 Basil Court, Suites 107 and 500, Largo, MD 20774

PHA development management offices:

1100 Owens Road
1100 Owens Road
Oxon Hill, MD 20745

Marlborough Towne
1849 Tanow Place
District Heights, MD 20747

Kimberly Gardens
9214 Cherry Lane
Laurel, MD 20718

Rollingcrest Villages
5659 Sargent Road
Hyattsville, MD 20782

Cottage City Towers
4142 Bunker Road
Cottage City, MD 20772

PHA website
PHA Plans are accessible on the Housing Authority's website.
ha.mypgc.us

PHA PLAN ELEMENTS

The following changes/additions are proposed for public housing for FY 07 / 2020 includes:

Proposes Amendments to the Admissions & Continued Occupancy Policy (ACOP)

- HAPGC added verbiage to the Admissions and Continued Occupancy Policy (ACOP) and HCV Administrative Plan for program policies discretionary at the authority of the Executive Director or his/her designee.

Other Policy Considerations

In Plan Year 2021, the Authority will review for consideration, policy changes to current operations which include:

- Reasonable Accommodations
- Public Housing Repositioning

PH See Attached Pending

- Assistance Animal Policy
- Flat Rents (still in process)

HCV See Attached

- Reasonable Accommodations

Homeless Prevention

HAPGC will collaborate with the Prince George's County Department of Social Services to offer housing assistance to a limited number of families identified as homeless or at risk of becoming homeless.

1. Eligibility, Selection and Admissions Policies, including Deconcentration and Waiting List Procedures

The Housing Authority has created an Accessibility Waiting list in order to serve families with disabilities and has also updated admission preferences. Eligibility, Admissions Policies, including Deconcentration and Waiting List Procedures did not change. Policies that govern resident or tenant eligibility, selection and admission for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and any site-based waiting lists are also unchanged.

Written agency documentation are made available for applicants, participants and residents regarding information about the rules and occupancy of public housing include:

- HAPGC briefing seminars or written materials
- The HAPGC-resident lease
- The HAPGC's Admissions and Continued Occupancy policy
- HAPGC's HCV Administrative Plan (Housing Choice Voucher Program)
- Notification of Occupancy Rights under VAWA and VAWA Certification Form
- Reasonable Accommodation Rights/policy

A. Public Housing

Eligibility

- As names come up on the waiting list, the Housing Authority verifies eligibility for admission to public housing.
- The HAPGC uses the following non-income screening factors to establish eligibility for admission to public housing.

- Criminal history including national sex offender registration,
- Rental history,
- Credit Report and
- EIV Multiple Subsidy, Former Tenant and Income Discrepancies(if applicable).

- The Authority requests criminal records using a private company, in addition to local and state law enforcement agencies.

Criminal records are obtained to determine eligibility for program participation and/or program continuation for the following: new applicants; families transferring from other jurisdictions; families adding new family members; or families causing evidence or action on which HAPGC suspects the family or family member has engaged in criminal activity or violent behavior.

The extent of the criminal record search depends on the residence of the applicant for the past three (3) years. HAPGC conducts criminal background screening services through a private contractor for all PHA and HCV applicants. There is Mandatory Prohibition for Lifetime Sex Offender Registrants. State record checks are processed as based on past history of the applicant.

Waiting List Organization Check Preferences

- HAPGC maintains separate waitlist(s) for the following types of subsidy; HCV, Moderate Rehabilitation, Project Based and Public Housing. Interested persons can only apply online when the waitlist is open.

Housing Choice Voucher

HAPGC maintains a single waiting list for the tenant-based program and a separate waiting list for the Project-Based Voucher (PBV) Program. The HAPGC offers all tenant-based voucher applicants the opportunity to be placed on any open waiting list at the time of lottery. In accordance with HUD requirements as applicable, HAPGC maintains certain preference categories to determine the selection of families to the Housing Choice Voucher Program. Local preferences will be used to select families from the waiting list. When funding is available, families will be selected from the waiting list in their determined sequence based on a computerized lottery selection within individual local preference categories, regardless of family size and subject to income targeting requirements. HAPGC describes its policy in more detail in Chapters 4 and 17 of the HCV Administrative Plan. The HAPGC has established and manages separate waiting lists for individual projects or buildings that are receiving PBV assistance.

Public Housing

It is the Housing Authority of Prince George's County's policy, that each applicant shall be assigned his/her appropriate place on the Authority's PH waiting list in sequence based upon a computerized lottery selection, suitable type or size of unit, and factors affecting preference or priority. Preference and priority factors are established in this policy in accordance within HUD regulations and are consistent with the objectives of Titles VI of the Civil Rights Act of 1964 and Title VIII of the Civil Rights Act of 1968 (Fair Housing Act) and the HUD regulations and requirements pursuant thereto. HAPGC describes its policy in more detail in Section 10 of the Admissions and Continued Occupancy Policy (ACOP). A local preference is applicable to the PH waitlist and sequencing in selection.

- Residents, Applicants and/or Participants may be on the Public Housing, Housing Choice Voucher, Modern Rehab and Project Based Voucher waiting list simultaneously.

Admissions Preferences

The HAPGC plan exceeds the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income. Residency preference is for families who live, work, or hired to work in Prince George's County. A family must first qualify under this preference in order to receive any of the following preferences.

Public Housing Unit Assignment and Transfer Policies:

Applicants are provided one unit choice before they are considered as withdrawn and removed from the waiting list. Exceptions are given for assisted unit choice which require an Applicant that requests an ADA/UFAS accessible unit, and /or provides in writing the following exigent circumstances 1)transportation/access to daycare, 2)job training or employment for applicants who are working or enrolled in certified training programs.

Circumstances by which transfers take precedence over new admissions include:

- Reasonable Accommodations
- VAWA
- Emergency Transfers (Life & Safety)
- Over housed
- Under housed
- Administrative reasons determined by the PHA (e.g., to permit modernization work)

HAPGC shall follow these procedures when leasing and/or transferring an Accessible Unit:

- a. When an Accessible Unit becomes vacant, or is anticipated to become vacant, HAPGC will contact a household that requires an Accessible Unit and has provided the proper accommodation request.
- b. The family will be offered an opportunity to view the offered housing unit.
 - (i) If a Resident Family rejects two (2) Accessible Units without Good Cause, the family will be moved to the bottom of the transfer list. This priority category established in Section IV, G, Paragraph 73.
 - (ii) If an Applicant Family rejects two (2) Accessible Units without Good Cause, the family will be removed from the Public Housing Waiting List.
 - (iii) “Good Cause” includes reasons related to health, proximity to work, school, childcare (for those working or going to school), in addition to the offered housing units does not match the family’s approved disability related needs or the bedroom size needed by the family. When a family rejects a units(s) based on “Good Cause”, they will maintain their placement on the waitlist for a Public Housing Accessible Unit.

6.0– 2 STATEMENT OF FINANCIAL RESOURCES

LISTED ARE THE FINANCIAL RESOURCES THAT ARE <i>ANTICIPATED</i> TO BE AVAILABLE TO THE PHA FOR THE SUPPORT OF FEDERAL PUBLIC HOUSING AND TENANT-BASED HOUSING CHOICE VOUCHER ASSISTANCE PROGRAMS ADMINISTERED BY THE AUTHORITY DURING THE (FY2021) PLAN YEAR.		
FINANCIAL RESOURCES:		
PLANNED SOURCES AND USES		
SOURCES	PLANNED \$	PLANNED USES
1. FEDERAL GRANTS	FY2021	
A) PUBLIC HOUSING OPERATING FUND	\$ 1,160,813	PUBLIC HOUSING OPERATIONS
B) PUBLIC HOUSING CAPITAL FUND (#MD39P15501-19)	\$ 720,284	~25% OPERATING & ADMINISTRATIVE EXPENSES, AND ~75% FOR CAPITAL IMPROVEMENTS
CFP # MD39P01501-20	\$ 767,615	
C) HOPE VI REVITALIZATION	NA	
D) HOPE VI DEMOLITION	NA	
E) ANNUAL CONTRIBUTIONS FOR HOUSING CHOICE VOUCHER TENANT-BASED ASSISTANCE	\$ 92,064,852	HAP AND UAP
F) COMMUNITY DEVELOPMENT BLOCK GRANT		CAPITAL IMPROVEMENTS
PY43: \$10,434.33	\$ 10,434	KITCHEN AND BATHROOM IMPROVEMENT CLOSE OUT
PY45: \$209,500	\$ 175,000	POSSIBLE REPROGRAMMING FOR ACCECCESIBLE ROUTES
PY46: \$350,000	\$ 175,000	ELEVATOR PROJECT
G) HOME	NA	NA
J) DEPARTMENT OF ENERGY (DOE)	NA	NA
H) CARES ACT FUNDING (HUD) \$3,045,491	\$ 761,373	TECHNOLOGY UPGRADE, LANDLORD INCENTIVES, CLEANING AND PPE
2. PRIOR YEAR FEDERAL GRANTS (UNOBLIGATED FUNDS ONLY) (LIST BELOW) [
CFP (MD39P015501-16)	\$ 8,241	CAPITAL IMPROVEMENTS
CFP (MD39P015501-17)	\$ 17	CAPITAL IMPROVEMENTS
CFP (MD39P015501-18)	\$ 5,045	CAPITAL IMPROVEMENTS
3. PUBLIC HOUSING DWELLING RENTAL INCOME		
RENTAL INCOME	\$ 1,473,541	PUBLIC HOUSING OPERATIONS

4. OTHER INCOME (LIST BELOW)		
VENDING MACHINE, & LATE CHARGES	\$ 12,177	PUBLIC HOUSING OPERATIONS
5. NON-FEDERAL SOURCES (LIST BELOW)		
		TEMPORARY ASSISTANCE
RENTAL ALLOWANCES PROGRAM (RAP)	\$ -	FOR THE HOMELESS
TOTAL RESOURCES (INCLUDES: PY42, 43, & 45)	\$ 97,334,390	AUTHORITY-WIDE OPERATIONS

6.0 – 3 RENT DETERMINATION

Public Housing

Income Based Rent Policies

The HAPGC will not employ any additional discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the highest of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions).

The Authority has established Flat Rents based upon HUD approved percentage of Fair Market Rents (FMR) for each public housing development.

Rent Re-determinations:

Between income reexaminations, tenants are required to report changes in income or family composition to the PHA such that the changes result in an adjustment to rent.

- At any period that the household experiences and income increase,
- Any time a household experiences an income increase above a threshold amount or percentage. Income-based rents are set at the higher of 30% of the adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions), and
- Any time the family experiences an income decrease.

Flat Rents

In setting the market-based flat rents, the sources of information used to establish comparability included:

- The rent reasonableness study of comparable housing
- HUD Approved Fair Market Rents for the jurisdiction

Housing Choice Voucher Tenant-Based Assistance

Payment Standards

Housing Choice Voucher payment standards are:

- At 100% of Small Area Fair Market Rents

The current policy ensures the program viability and continue to serve the maximum number of families. This includes the following:

Minimum rent

The PHA has implemented a minimum rent of \$50. Each participant regardless of income will be required to pay **at least** \$50 towards their rent to the landlord.

Occupancy standards

The HAPGC will assign one bedroom for the head of household and one bedroom for each two persons thereafter, within the household. This does not require that an adult sleeps in the same room with a child or that 2 children of the opposite sex share a bedroom. Sleeping arrangements, at the discretion of the family, may be chosen using the space available. One additional bedroom will be granted for a live-in aide.

Payment standards

The Housing Authority payment standard is set between 90 percent and 110 percent of the Small Area Fair Market Rents (SAFMR).

Rent Re-determinations:

Threshold: As a family's income increases, the amount of PHA subsidy goes down. If the amount of HCV assistance (HAP Payment) provided by the PHA drops to zero and remains at zero for 6 months and the tenant is responsible for the entire contract rent the family's assistance terminates automatically.

If a participating family receiving zero assistance experiences a change in circumstances that would cause the HAP payment to rise above zero, the family must notify the HAPGC of the changed circumstances and request an interim reexamination before the expiration of the 6 month period.

6.0 – 4 OPERATION AND MANAGEMENT

Management and Maintenance Policies

Listed below are the HAPGC's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation. In addition, policies governing the HCVP management are listed below:

(1) Public Housing Management and Maintenance:

- a) Admissions and Continued Occupancy Policy
- b) Tenant Selection Plan
- c) Reasonable Accommodations
- d) Violence Against Women Act (VAWA)
- e) Violence Against Women Emergency Transfer Plan
- f) House Rules
- g) Fair Market Rent Schedule
- h) Ethics (Prince George's County Government)
- i) Grievance Procedures
- j) Management Policy
- k) Facilities Use Policy
- l) Hazardous Materials Policy
- m) Uniform Physical Condition Standards
- n) Maintenance Policy
- o) Natural Disaster Response Guidelines
- p) Pest Control
- q) Substance Abuse (Prince George's County Government)
- r) Work Place Violence (Prince George's County Government)
- s) VAWA Emergency Transfer Plan

(2) Housing Choice Voucher Management:

- a) CFR 24 – Statutory Requirements
- b) HUD Published Regulatory Requirement
- c) HCV Administrative Plan
- d) Reasonable Accommodations
- e) Small Area Fair Market Rent Schedule
- f) Violence Against Women Act (VAWA)
- g) Violence Against Women Emergency Transfer Plan
- h) Criminal and Drug Treatment, Classification, Record
- i) Ethics
- j) Grievance Procedures
- k) Housing Quality Standards
- l) Substance Abuse (Prince George's County Government)
- m) Work Place Violence (Prince George's County Government)
- n) VAWA Emergency Transfer Plan

6.0 – 5 GRIEVANCE PROCEDURES

The Housing Authority of Prince George’s County has an established written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

The Housing Choice Voucher Program has established informal review procedures for applicants to the HCV tenant-based assistance program and informal hearing procedures for families assisted by the HCV tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Residents or Applicants of either program seeking to initiate a HAPGC grievance process or HCV informal review/informal hearing process should contact:

- HAPGC Main Administrative Office
9200 Basil Court
Suite 107
Largo, MD 20774

6.0 – 6 DESIGNATED HOUSING FOR ELDERLY AND DISABLED FAMILIES

Not Applicable

6.0– 7 COMMUNITY SERVICE AND SELF -SUFFICIENCY

Community Service work is a requirement for all non-exempt adult public housing residents 18 years and over who are not employed in full or part-time work. Those individuals who are 62 years and over and any individual who has a disability, are exempt from performing community service hours.

The Authority developed procedures to inform residents of the requirements and of the categories of individuals who are exempt from the requirement, track resident’s monthly participation and assist family members in identifying volunteer opportunities. The Authority has implemented an approved plan, which included the following:

Volunteer Opportunities on Public Housing Properties:

- Assist with computer labs and other related activities at the Community Centers/ Family Resource Academy (FRA).
- Assist staff in the coordination and chaperoning of field trips and activities.
- Assist with community up keep and beautification activities at sites.
- Assist students with homework and related projects, and
- Active participation within the Housing Authority’s Residents’ Councils.

Notification for Non-Compliance with Community Service and Self- Sufficiency Requirement (CSSR):

HAPGC will not evict a family due to CSSR non-compliance. However, if HAPGC finds a tenant in non-compliance with CSSR, the HAPGC must provide written notification to the tenant, which must include:

- A brief description of the finding of non-compliance with CSSR
- A statement that the HAPGC will not renew the lease at the end of the current 12-month lease term, unless the tenant enters into a written work-out agreement with the HAPGC. Such written work-out agreement must include the means through which a non-compliant family member will comply with the CSSR requirement, or
- The family provides a written assurance statement that is satisfactory to the HAPGC. The written assurance statement must explain that the tenant or other noncompliant resident(s) no longer resides in the unit.

Opportunity to Cure:

- The HAPGC will offer residents an opportunity to enter into an agreement if participant performs at least 8 hours community service for three months
- The agreement states that residents agree to contribute to community service for as many hours needed to comply with the requirement over the past 12-month period
- Residents are entitled to a HAPGC grievance procedure.

Recertifications:

- At least annually, the HAPGC will conduct a reexamination of family income and circumstances.
- The HAPGC will perform reexaminations for households on fixed incomes on a triennial basis. Triennial anniversary date is 36 months from the effective date of the family's last triennial reexamination or during a family's third year in the program from the effective date of the family's initial examination or admission date.
- The results will identify Public Housing residents who are mandated to participate in the Community Service work requirement.

6.0 – 8 SAFETY AND CRIME PREVENTION

There are needs for measures to ensure the safety of public housing residents because of observed lower-level crime, vandalism and/or graffiti in or around public housing properties.

Information/data used by HAPGC to determine the need for actions to improve safety of residents include:

- Resident Advisory Board (RAB) meetings
- Resident Council meetings
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti-drug programs

Crime prevention activities to be undertaken by the Housing Authority for the upcoming fiscal year include:

- Activities targeted to at-risk youth.
- Upgrade existing electronic surveillance cameras at both high-rise properties and install new systems at family sites.
- Improve property lighting with LED fixtures.

In addition, crime prevention workshops will be performed by the County’s Community Police at each of the developments. Uniformed law enforcement officers now live at the following properties: Kimberly Gardens, Marlborough Towne, 1100 Owens Road, and Cottage City Towers. Law enforcement officers have established a presence that has helped to curb lease violations related to criminal activity.

Coordination between HAPGC and Prince George’s County Police Department for carrying out crime prevention measures and activities are as follows:

- Police provide crime reports when requested data to housing authority staff for analysis and action
- Law enforcement officers have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police availability to meet with the HAPGC management and residents upon request.

Currently, the Housing Authority does not have significant crime and safety problems at any of its public housing properties.

6.0 – 9 PET POLICY

Pet & Assistance Animal Ownership Policy

Section 227 of the Housing and Urban-Rural Recovery Act of 1983 (12 U.S.C. 1701n-1) provides that no “owner or manager of federally assisted rental housing for the elderly or handicapped may prohibit or prevent a tenant from owning or having common household pets living in the tenants dwelling unit, or restrict or discriminate against any person regarding admission to or continued occupancy of such housing because of the person’s ownership of pets or the presence of pets in the person’s dwelling unit.” The Department of Housing and Urban Development has published the final rule which implements the statute, and established guidelines under which owners or managers of covered housing 91) may prescribe reasonable rules governing the keeping of common household pets and 92) must consult with tenants when prescribing the rule.

The Pet Policy as implemented by the Housing Authority of Prince George’s County complies with 24 CFR Subpart C-Section 5.303: Exclusions for animals that assist, support or provide services to persons with disabilities.

Tenants with physical or mental disabilities may have an assistance animal as a reasonable accommodation, subject to compliances with the requirements set forth in this policy. Individuals requiring assistance animals for a disability-related need must request a reasonable accommodation pursuant to the Reasonable accommodation Policy. An assistance animal is an animal that works, provides assistance, or perform tasks for the benefit of a person with a disability, or provides emotional support that alleviates one or more identified symptoms or effects of a person’s disability. Assistance animals include emotional support animals, companion animals, service animals, and any animal that meets the above definition. Assistance animals are not pets. There are no breed and/or weight restrictions; spaying and neutering requirements for assistance animals. No pet deposits or pet fees will be assessed for assistance animals.

The Pet Policy of the Housing Authority specifically does not apply to animals that assist, support, or provide emotional support services to persons with disabilities. The HAPGC will not establish, enforce or apply rules under this policy against animals that are necessary as a reasonable accommodation to assist, support or provide services to persons with disabilities. This exclusion applies to animals that reside on Authority property sites where persons with disabilities live, as well as those that visit the properties.

In accordance with the rule, the Prince George’s County Department of Housing and Community Development, hereafter referred to as the Department, amends its Admissions and Occupancy Policy (ACOP) to include rules to govern pet ownership in housing for the elderly and disabled. For purposes of this rule, the following definitions contained in the Animal Control Ordinance of Prince George’s Maryland, shall apply:

I. Definitions

1. **Animal** – every non-human species of animal, both domesticated and wild, including, but not limited to dogs, cats, livestock and fowl.
2. **Animal Control Facility** – any facility operated by or under contract with Prince George’s County, Maryland, for the care, confinement, detention, or euthanasia or other disposition of animals.
3. **Assistance Animal** - is an animal that works, provides assistance, or perform tasks for the benefit of a person with a disability, or provides emotional support that alleviates one or more identified symptoms or effects of a person’s disability.
4. **Attack Dog** – any dog trained to attack on demand.
5. **Cage** – any enclosure of limited space, enclosed on the bottom, top and all sides by a wall or otherwise, in which animals or other creatures are placed for any purpose, including confinement or display.
6. **Cat** - domesticated feline. Term “cat” does not include wild or exotic felines.
7. **Disposition** – adoption or placement as a pet in an approved home or humane administration of euthanasia.
8. **Dog** – domesticated male or female canine.
9. **Domesticated Animal** – any animal of a species that has been bred, raised, and is accustomed to living in or about the habitation of man, and is dependent on man for food or shelter.
10. **Exotic Animal** – any animal of a species that is not indigenous to the State of Maryland, and is not a domesticated animal, including any hybrid animal, which is part exotic.
11. **Guard Dog** – dog will detect and warn its handlers that an intruder is present and/or near an area that is being secured.
12. **Keeping or Harboring** – act of permitting or sufferance by an owner or occupant of real property either of feeding or sheltering any domesticated animal on the premises.
13. **Owner** – any person who keeps, has temporary or permanent custody, possesses, harbors, exercises control over or had property right in any animal, livestock or fowl, excluding veterinary hospitals, kennels, pet shops and their employees.
14. **Pet** – domesticated animal kept for pleasure rather than utility.

15. **Public Nuisance Animal** – any animal that unreasonably (1) annoys humans, (2) endangers the life or health of other animals or persons, or (3) gives offense to human senses; or which substantially interferes with the rights of the citizens, other than its owner, to enjoyment of life or citizens other than its owner, to enjoyment of life or property. The term “public nuisance animal” shall mean and include, but is not limited to, any animal which:

- (a) is repeatedly found at large; or
- (b) damages the property of anyone other than its owner;
- (c) molests or intimidates pedestrians or passersby;
- (d) chases vehicles; or
- (e) excessively make disturbing noise, including but not limited to, continued and repeated howling, barking, whining, or other utterances causing unreasonable annoyance, disturbance, or discomfort to neighbors or others in close proximity to the premises where the animal is kept or harbored; or
- (f) causes fouling of the air by odor and causing thereby unreasonable annoyance, or discomfort to neighbors or others in close proximity to the premises where the animal is kept or harbored; or
- (g) causes unsanitary conditions in enclosures or surroundings where the animal is kept or harbored; or
- (h) by virtue of the number or types of animals maintained, is offensive or dangerous to the public health, safety, or welfare; or
- (i) attacks other domestic animals; or
- (j) has been found by the Commission for Animal Control after notice to its owner and a hearing, to be a public nuisance animal by virtue of being a menace to the public health, welfare, or safety.

16. **Sanitary** – condition of good order and cleanliness, which minimizes the probability of transmission of disease.

17. **Vaccination** – anti-rabies vaccination using a vaccine type approved by the Maryland State Department of Health and Mental Hygiene or the Maryland Public Health Veterinarian.

18. **Vicious Animal** – animal that attacks, bites or injures human beings or domesticated animals without adequate provocation, or which, because of temperament, conditioning or training, has known propensity to attack, bite or injure human beings or domesticated animals. An animal, which has on one or more occasions caused significant injury to persons, or domesticated animals may be deemed to be a vicious animal.
19. **Wild Animal** – animal, which is not included in the definition of “domesticated animal” and shall include any hybrid animal, which is part wild animal.

II. Eligibility for Pet Ownership

Residents living in public housing-are eligible to keep common household pets. The pets allowed are birds in cages, fish in aquariums and domesticated dogs and cats. In accordance with the definition contained in Part I of The Rule, the following animals are specifically excluded:

- (a) Pet(s) outlined and classified as an “attack dog”
- (b) Pet(s) outlined and classified as a “guard dog”
- (c) exotic animal(s)
- (d) “vicious” animal(s)
- (e) “wild” animal(s)

III. Registration

All applicants for admission and residents in occupancy who wish to own a pet must complete a registration form prior to bringing a dog or cat on the premises. Registration for ownership of birds or fish is not required. If the pet remains in the unit during the term of occupancy, the registration must be updated annually as a part of the re-certification process. The registration must include:

1. A certificate, signed by a state licensed veterinarian or local authority empowered to inoculate animals, stating that the pet has received all inoculations required by applicable State and Local laws;
2. Information sufficient to identify the pet and to demonstrate that it is a common household pet; and
3. The name, address, and phone number of one or more responsible parties who will care for the pet if the owner dies, becomes incapacitated, or is otherwise unable to care for the pet; and
4. Proof that a dog or cat has been spayed or neutered; and
5. Proof that a flea control program is being maintained.

At the time of registration, staff completing the certification must see the pet and have sufficient information to identify it must be entered on the registration form. This is to ensure that the animal being registered will be the same as the animal brought onsite. The information on the pet registration form may include, but not limited to heights, weight, color(s) identifying marks, name to which animal answers, and in the case of a dog, demonstration that it responds to voice commands. The pet owner will be provided a copy of the pet rules and required to sign a statement indicating that he or she has read the rules and agrees to comply with them.

Requests for accommodations to have an assistance animal must be submitted to the site manager, and written approval from the site manager must be received prior to the admittance of an assistance animal into the unit

Tenants wishing to have an assistance animal must request an accommodation from the Management Office. The Management Office has a Reasonable Accommodation Request form that may be used to make a request. An accommodation can be made either verbally or in writing. If verbal request is made, the site manager will memorialize the request in writing. If the disability and disability-related need for the assistance animal is visible or obvious, then additional documentation is not required. Request will be processed within 14 days, provided the site manager has all necessary information to make a decision on the request.

All approvals or denials of all reasonable accommodations for assistance animals will be provided in writing. Any denial will include the reason(s) for denial. If a reasonable accommodation for an assistance animal is denied, HAPGC will engage in the interactive process to find other viable alternatives. Assistance animals are not allowed to reside on site and within Housing units until the tenant receives approval in writing from the site manager or Housing Authority Office. If the assistance animal is a dog or cat, the tenant will be required to provide copies of the rabies tag or certificate.

IV. Restrictions

1. Regardless of the number of residents occupying a unit, pet ownership is restricted to one dog or cat per household.
2. The adult weight of a dog or cat must not exceed 25 pounds.
3. Birds must not be allowed to fly around the apartment, they must remain caged except when owners are cleaning or changing cages.
4. Fish aquariums shall not exceed 15 gallons in weights.
5. Pets are not allowed to roam the building unattended. When they are outside of their apartments, they must be controlled by their owner on a leash or in a carrier.

6. Pets are restricted from the common areas of the building, except for entering or leaving the building under control of the owner. At each site, the common areas in which pets are restricted will be prominently posted. These areas may include, but are not limited to the following:
 - a. elevators
 - b. hallways
 - c. laundry room
 - d. community room
 - e. lobby
 - f. dining room
 - g. kitchen
 - h. stairwells
 - i. offices
 - j. gardens, park areas, building grounds
 - k. reception/sitting areas
7. Pets other than those registered to tenants, are not allowed in the building. This specifically excludes visitors or guests from bringing pets into the building.
8. Residents are prohibited from “keeping or harboring” unregistered pets in their units. The definition of keeping or harboring is defined in Part I of this rule.
9. Pets may not be left unattended for more than 24 hours at a time. If the Department determines that pets are left unattended for more than this time period, by virtue of the voluntary or involuntary absence of the pet owner, the Department will contact the Humane Society or the Animal Control Facility to notify them of the presence and condition of the unattended animal. Their recommendation regarding care, attendance or disposition of the animal will prevail. The Department accepts no responsibility or liability for pet or decision regarding removal.
10. Residents are prohibited from feeding pets outside of their apartment.

V. Financial Obligations

1. As a result of residents’ pet ownership, the Authority incurs additional financial responsibility. Under the final rules establishing the policy, the HAPGC is allowed to assess certain fees to pet owners. Pet owners will be required to pay a fee of \$125.00 at time of registration. This fee is made as a security deposit and is refundable upon written notification to management that tenant no longer has a pet or upon lease termination. Upon notification, management will schedule a walk through with tenant to assess any damages by the pet. A resident may opt to replace a pet without an additional security deposit, but must make a new application and meet all pet policy requirements. The fee

may be utilized by the Authority to cover damages or charges associated with pet ownership.

2. If during the tenancy of a pet owner, the animal dies, is sold or otherwise is no longer living in the unit, the owner may notify the Authority of the change. If the owner has no plan to replace the pet, and makes such a declaration in writing, he/she may ask for return of the security pet deposit. The HA will conduct a unit inspection for pet related damages and in accordance with established policy, will make a decision on return of the pet deposit.
3. A resident may also opt to replace a pet without an additional security deposit, but must complete a new application and meet all pet policy requirements as well as have HAPGC approval on the new pet.

VI. Pet Owners' Responsibilities

1. Sanitary and Health Standards

Owners must take care to ensure that pets registered to their care do not contribute to the spread of disease or unsanitary conditions. Apartments must be kept clean and free of pet odors at all times.

The Department will designate specific areas at each site where dogs may be curbed. The site will be prominently posted. If dogs are curbed on-site, it must be done in the designated restricted area. Pet owners are responsible for cleaning up the waste left by their pets at the curbing site. Waste must be put in plastic bags, tied and placed in receptacle provided at the curbing site. Under no circumstances should animal waste be brought back in the building.

Cat owners must change litter boxes daily. Litter is not to be flushed down the toilet or deposited in sinks or drains in the apartment. It must be placed in a sealed plastic trash bag and put in the receptacle provided at each site. Kitty litter waste is not to be left outside the apartment or on the floor of the trash room.

2. Control of Pets' Behavior/Actions

In addition to the financial obligation discussed in Part IV of this policy, pet owners assume responsibility for the well-being of their pets. No Department or on-site employee will assume any responsibility for the care and attendance of residents' pets. This includes, but is not limited to feeding, providing kennel service, checking on pets in owners' absence, and removing them to another location.

The Department will also hold owners responsible for the actions and behavior of pets registered to their care. Residents are liable for any and all damage, and disturbance caused by their pets. Owners will be assessed charges for damages attributable to pets registered to them. If

damage actions of pet are of a nature other than financial, the pet owner is still held liable.

In holding residents responsible for the behavior of their pets, the Department will require owners to rectify damages. Should residents be either unwilling or unable to control the action of their pets, the Department will require that the offending animal be removed from the premises. Any animal that becomes a “public nuisance”, as defined in the Prince George’s County ordinance (Part I, page 2), will also require removal from site. Failure of the resident to correct animal’s behavior/actions or remove it, could result in eviction proceedings.

6.0–10 CIVIL RIGHTS CERTIFICATION

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

7.0–11 FISCAL YEAR AUDIT

The PHA is in the process of completing its 2020 Fiscal Year Audit as required under section 5(h) (2) of the U.S. Housing Act of 1937 (42 US.C. 1437 c (h)). **2020 Fiscal Year Audit results are not available as of 01/31/2021.** Please be advised extensions were provided to all housing authorities due to Covid-19.

6.0–12 ASSET MANAGEMENT

Management decided to opt out of asset management requirements in accordance with HUD’s regulations; however the Agency has implemented a modified version of the policy. The Housing Authority of Prince George’s County has less than 400 units of public housing.

Types of asset management activities the Authority undertakes includes:

- Development-based accounting
- Comprehensive stock assessment
- Contract HQS/UPCS inspections
- HAPGC Outsourced Janitorial and Maintenance Services

6.0–13 VIOLENCE AGAINST WOMEN ACT (VAWA)

The Housing Authority of Prince George’s County has a Board approved Policy of Protection of Victims of Domestic Violence (VAWA) and related amendments to the PHA’s Admission and Occupancy Policies for the Public Housing Program and the Housing Choice Voucher Program. Clients are accepted on a referral basis. Services are rendered by way of the following agencies: Department of Family Services; U.S. Veterans Administration; and Prince George’s County Family Justice Center.

The Housing Authority of Prince George’s County also has a Board approved VAWA emergency transfer plan to protect residents and/or participants on the Public Housing and HCV Program.

7.0 HOPE VI, MIXED FINANCE MODERNIZATION OR DEVELOPMENT, DEMOLITION AND/OR DISPOSITION, CONVERSION OF PUBLIC HOUSING, HOMEOWNERSHIP PROGRAMS, AND PROJECT-BASED VOUCHERS

RAD – Conversion of Public Housing to Project Based Voucher (Section 8) Housing

With an aging public housing stock and an undercapitalized public housing Capital Fund, major capital/modernization improvements to the HAPGC's public housing assets are not possible.

HUD has recognized that there is a significant amount of deferred public housing capital repairs across the nation. As a result, HUD is encouraging Public Housing Authorities, around the nation to reposition their aging public housing stock.

The HAPGC has evaluated the alternatives, provided by HUD, for repositioning its public housing. It has been determined that the Rental Assistance Demonstration ("RAD") Program at this current period may be the most effective process for the repositioning of the HAPGC's public housing. The authority may utilize other repositioning options as outlined

To develop and implement its asset repositioning strategies, the HAPGC issued an RFQ to solicit a consultant/co-developer with significant RAD and public housing conversion experience.

Nine development organizations responded to the RFQ and provided information on their backgrounds, capabilities, and experience. The HAPGC's Development and Modernization Division has completed its analysis and evaluation of the nine organizations and has provided their recommendation for the RAD consultant/co-developer. The authority may continue to utilize this strategy outlined by the Development and Modernization division and/ or utilize other various development methods to increase the affordable housing stock in Prince Georges County.

Demolition and/or Disposition:

McGuire House – Disposition and Re-Development

In 2006, the Housing Authority of Prince George's County (HAPGC) petitioned the U. S. Department of Housing and Urban Development (HUD) for the approval to demolish and dispose of the property known as McGuire House. HUD approved a two-part application to demolish and dispose of the property, with a proposal by HAPGC to demolish the site by 2008.

As part of the redevelopment plan for the vacant site (i.e. 1313 Southern Ave., Oxon Hill, MD) the Housing Authority released a request for proposal and selected a Co-developer, after a detailed and objective review process.

Plans for the site is the developed as a 163-unit multifamily/mixed-income dwelling for families and individuals age 62 and above. The proposed project will be submitting a Buliding Permit package to The Prince georg's Couty Department of Permitting, Inspections and Enforcement (DPIE) May 15,2021(projected). The project has a Finacial closing date by June 31, 2021.

Public Housing Homeownership Program

Public Housing Turnkey III Program

HAPGC does administer homeownership programs under an approved section 5(h) homeownership program (42 U.S.C. 1437c (h)). Glassmanor Townhouses is a fifty unit complex where residents rent with an option to purchase. A portion of each month's rent payment is allocated to a down payment reserve and a maintenance reserve replacement. In FY 2022, the Authority plans to facilitate to sell the last unit to an eligible applicant. Permission has been requested to sell the unit out right instead of the five year lease/to purchase Turnkey III Program requirements. This will complete the conversion of the project to full homeownership. When a simple majority of the units were converted to homeownership, the Authority turned the management of the property over to the condominium for asset management operations.

Housing Choice Voucher

Housing Choice Voucher Homeownership Program

The Authority also administers a Housing Choice Voucher Homeownership program pursuant to24 CFR 982.625-982.643.

The program is designed to assist HCV participants in good standing with the Housing Authority with transitioning from rental assistance to homeownership assistance. The participant must be a first-time homebuyer (i.e. not have owned a home during the past three (3) years), must satisfy a minimum requirement of \$30,000 annual gross earned income, and must have a minimum credit score of 620. (There is no minimum earned income requirement for the elderly and/or disabled).

In FYE 2020, the Housing Choice Voucher Homeownership Program (HCVHP) successfully assisted fourteen (14) families to become first-time homebuyers. The goal for FYE 2021/2022 is to assist twenty (20) more families to become first-time homebuyers.

Project-Based Vouchers

In total, the HAPGC serves approximately 5697 Housing Choice Vouchers including port out. Of the total amount of voucher allocations, the Authority administers Project Based Housing Choice Voucher that assist approximately 175 participants during FY2020. In addition, approximately 174 vouchers are administered under the Moderate Rehabilitation Program effective as of FY 2020. A request for proposal is proposed to be issued for an additional allocation of project based vouchers during the 2021 fiscal year. The Housing Authority of Prince George's County (HAPGC) is making available up to Sixty Nine (69) UFAS Project-Based Housing Choice Vouchers (PBV) to support the preservation or creation of affordable housing opportunities for disabled low and moderate income families in Prince George's County. PBVs may be awarded to an existing, new construction project or a rehabilitation multi-family project.

HAPGC PLANS TO UTILIZE and apply for various tax incentive allocations to create additional housing stock using HAPGC's allowable allocation of PBV vouchers . After completing an RFP selection process, the following developments are projected to close within FY 2021:

- Glenarden Hills Phase 3 (9% allocation for 44 units)
 - Glenarden Hills Phase 3 (4% allocation for 114 units)
- *Glenarden Phase 3 (9% tax credits)- 44 units total, and Glenarden Phase 3 (4% tax credits)- 114 units. Total projected units 158 units.
- Woodyard Station Apartments projected number of units is 46.
 - Birchwood Birchwood at Greenbelt total units is projected at 60 units.

8.0 HOUSING NEEDS

Based upon the information contained in the Consolidated Plan/ applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the “Overall” Needs column, rate factors used from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” *N/A is used to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	22,445	5	5	* NA	* NA	3	*NA
Income >30% but <=50% of AMI	37,479	5	5	NA	NA	5	NA
Income >50% but <80% of AMI	32,795	4	4	NA	NA	1	NA
Elderly (65 and Older)	15,401	4	4	NA	NA	NA	NA
Elderly Senior 65 & older with Disabilities	24,900	4*	4*	NA	NA	NA	NA
Race/Ethnicity Black	48,452	5	5	NA	NA	NA	NA
Race/Ethnicity White	10,408	3	3	NA	NA	NA	NA
Race/Ethnicity Asian	12,382	4	4	NA	NA	NA	NA
Race/Ethnicity Am. Indian	75	3	3	NA	NA	NA	NA
Race/Ethnicity Hispanic	10,132	NA	NA	NA	NA	NA	NA
Race/Ethnicity Other	25	NA	NA	NA	NA	NA	NA

* Note: Pacific Islander

-Persons of all ages, with physical disabilities are in need of housing.

Source of information used by the Authority to conduct this analysis included:

-5 Year County Consolidated Plan of the Prince George’s County Jurisdiction (2021-2025)

Housing Needs of Families on the Waiting List			
Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	4115	100%	10% (Incls: Eligibles & Ineligibles)
Extremely low income <=30% AMI	2758	67%	
Very low income (>30% but <=50% AMI)	1044	25%	
Low income (>50% but <80% AMI)	299	7%	
Families with children	2355	57%	
Elderly families	519	13%	
Families with Disabilities + Hcap	620	15%	
Race/ethnicity Black (Hisp & Non-Hisp)	3758	91%	
Race/ethnicity White (Hisp & Non-Hisp)	87	0.2%	
Race/ethnicity Asian	9	0.2%	
Race/ethnicity All Other	247	6%	
Race/ethnicity Pacific	13	0.3%	
Residents in HAPGC Jurisdiction	3306	80%	
Characteristics by Bedroom Size <i>(Public Housing Only)</i>			
0BR	1699	41%	
1BR	108	3%	
2 BR	818	20%	
3 BR	738	18%	
4 BR	752	18%	
5 BR	NA	--	
5+ BR	NA	--	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Closed for families with children, Closed to ALL How long has it been closed (# of months)? 43 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			

Data as of, January 2020

Housing Needs of Families on the Waiting List Housing Choice Voucher			
	# of families	% of total families	Annual Turnover
Waiting list total	2143	100%	5% (Incls: Eligibles & Ineligibles)
Extremely low income <=30% AMI	1617	75%	
Very low income (>30% but <=50% AMI)	402	19%	
Low income (>50% but <80% AMI)	106	5%	
Families with children	1356	63%	
Elderly families	83	4%	
Families with Disabilities + Hcap	329	15%	
Race/ethnicity Black (Hisp & Non-Hisp)	1976	92%	
Race/ethnicity White (Hisp & Non-Hisp)	40	2%	
Race/ethnicity Asian	3	.1%	
Race/ethnicity All Other	8	.3%	
Race/ethnicity Pacific	4	.2%	
Residents in HAPGC Jurisdiction	1344	63%	
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>Closed for families with children, Closed to ALL</p> <p>How long has it been closed (# of months)? 50</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p>			

Data as of, January 2020

Strategy for Addressing Needs

A brief description of the Authority's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year, and the Agency's reasons for choosing this strategy.

Strategy 1. Maximize the number of affordable units available to the Public Housing Authority (PHA) within its current resources by:

- Employing effective maintenance and management policies to minimize the number of public housing units off-line;
- Reducing turnover time for vacated public housing units;
- Reducing time to renovate public housing units;
- Maintaining or increase Housing Choice Voucher Program lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction;
- Undertaking measures to ensure access to affordable housing among families assisted by HAPGC, regardless of unit size required;
- Maintaining or increasing HCV lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration;
- Maintaining or increasing HCV lease-up rates by effectively screening HCV applicants to increase owner acceptance of program;
- Participating in the Consolidated Plan development process to ensure coordination with broader community strategies.

Strategy 2: Increase the number of affordable housing units by:

- Applying for additional vouchers should they become available; and
- Pursuing housing development opportunities other than public housing or HCV tenant-based assistance.

Strategy 3: Target available assistance to families at or below 50% of AMI by:

- Employing admissions preferences aimed at families who are working;
- Adopting rent policies to support and encourage work; and
- Employing admissions for families displaced by government action.

Strategy 4: Target available assistance to the elderly by:

- Applying for special-purpose vouchers targeted to the elderly, should they become available.

Strategy 5: Target available assistance to Families with Disabilities by:

- Carrying out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing and structurally and financially feasible;
- Delivering a targeted number of ADA accessible units with accessibility features mandated by VCA and DRM Agreements.
- **Applying for special purpose vouchers targeted to the nonelderly and disabled should they become available(Mainstream);**
- Partner with the Department of Health and Human Services and Social Services to refer applicants for the elderly and disabled voucher; and
- HAPGC is engaged in increasing relationships with its longstanding partners with a variety of county agencies that address “special needs” populations including the Homeless, Mental Illness and Disabilities, Veterans Assistance Program, Violence Against Women Act, Veterans Affairs Supportive Housing. HAPGC will continue to expand housing opportunities for these groups through referrals from advocate groups and targeting of assistance groups in existing assisted housing programs. Case management by these advocates is an integral part of these housing opportunities. These advocates include the Department of Social Services, Veteran Affairs Medical Center, the Department of Family Services, and the Department of Behavioral Health.

Strategy 6: Conduct activities to affirmatively further fair housing by:

- Counseling Housing Choice Voucher tenants as to the location of units outside of areas of poverty or minority concentration and assist them to locate those units;
- Marketing the Housing Choice Voucher program to owners outside of areas of poverty /minority concentrations; and
- Market Housing Choice Voucher program to owners of housing for persons with disabilities.
- Increase the use of Project Based Vouchers to expand areas of opportunity and units availability.

Reasons for Selecting Strategies

The following factors play a major role on the influence of the Housing Authority's selection of the strategies it elected to pursue:

- Funding constraints
- Aging public housing inventory
- Repositioning of Public Housing Strategies
- Staffing constraints
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups

9.0 PROGRESS IN MEETING MISSION AND GOALS

The Authority completed comprehensive modernization at two high-rises for the elderly and selected improvements at other public housing sites in the portfolio. Renovations were done to address security, safety and code requirements, improve financial stability, increase resident satisfaction, and increase market/curb appeal.

The executive summary provides a brief description of the Agency's goals and objectives in its 5-Year Plan and year to year progress in meeting them. The following tables illustrate work completed and work activities desired within the 5-Year Plan period. Tables included are:

- Tables 1:** FY 2020 Completed Modernization Work
- Table 2:** FY 2021 Planned Capital Fund Program (CFP) Activities
- Table 3 & 4:** 5 Year Renovation Plan Needs : 2021-2025

Tables #3 & #4 include observed conditions that are anticipated to require work within the next five years. Select work items from these tables have been included in the 5 Year Plan on form HUD-50075.1 and/or 50075.2. Funding limitations prohibit all items from being annotated on forms 50075.1 & 2 at this time.

**FYE 2020 – COMPLETED MODERNIZATION WORK & MAINTENANCE ACTIVITIES
(07/01/2019 – 06/30/2021)**

TABLE 1

**High-Rise Sites
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)**

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	1100 Owens Road	Cottage City Towers
		Completed Emergency Elevator Modernization
		Replaced Recirculation Pumps
	Retro-Fitted (5) ADA/504 Units and added newly accessibility features where requested	Retro-Fitted & Certified (4) ADA/504 Units and added newly renovated (6) Standard Units
	Converted Halogen Header Pole Lights to LED	Installed New Appliances Select Units(18)
	Performed Air Quality Testing & Remediated for Mold (Select Units; as needed)	Performed Air Quality Testing & Remediated for Mold (Select Units; as needed)
	Replaced 50% of Roof Exhaust Motors	
	Installed CO2 Detectors	
	Acquisitioned Computers for Family Resource Academy (FRA)	Acquisitioned Computers for Family Resource Academy (FRA)
INCREASE MARKET / CURB APPEAL	Repaired/Replaced Railings at Access Ramp	
	Lobby Tenant Notification Screens	Lobby Tenant Notification Screens
		Completed Landscaping
	Completed Vacancy Turnaround & Emergency Maintenance	Completed Vacancy Turnaround & Emergency Maintenance

**Garden Style & Townhouse Properties
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)**

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	Marlborough Towne	Kimberly Gardens	Rollingcrest Villages
		Installed High efficiency HVAC (Select Units)	Installed High efficiency HVAC (Select Units)
			Retro-Fitted and Certified (4) ADA/504 Unit
			Replaced Main Building Breaker Panels
	Accessible Routes – Community Ctr. Access /Bath rooms Parking Lot Installed ADA /504 curb cut, railings and ramps ,		Completed Renovation of Community Building, to include accessibility upgrades
	Cleaned Ducts in Select Units	Cleaned Ducts in Select Units	Installed Electric Air Circulation systems
	Installation of CO2 Detectors	Installation of CO2 Detectors	Installation of CO2 Detectors
	Acquisitioned Computers for Family Resource Acad (FRA)	Acquisitioned Computers for Family Resource Academy (FRA)	Acquisitioned Computers for Family Resource Academy (FRA)
INCREASE MARKET / CURB APPEAL	Completed Vacancy Turnaround & Emergency Maintenance	Completed Vacancy Turnaround & Emergency Maintenance	Completed Vacancy Turnaround & Emergency Maintenance

	Performed Landscape/Site Improvements; such as: parking lot striping, site lighting, tree removal & trimming, and erosion.	Performed Landscape/Site Improvements; such as: exterior fencing, site lighting, tree removal & trimming, and erosion	Performed Landscape/Site Improvements; such as: parking lot striping, site lighting, tree removal & trimming, and repaired benches.

FY2020 – PLANNED RENOVATION ACTIVITIES

TABLE 2

(07/01/2021 – 06/30/2022)

The following work activities in Tables 2 describe projects scheduled to take place during FY20

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	1100 Owens Road 2021	Cottage City Towers 2021
		Replace B-Vent Gas Flue
	Retrofit Overhaul Existing Cooling Tower	
	Install New Recirculation Pumps (2)	
	Install High Efficiency 120 Gal. HWH	Replace Passenger Emergency Generator
		Replace Main Domestic Water Line to Building
		Replace Compactor System and Dumpsters
		Upgrade Fire Annunciator System
	Contract Lead Testing & Certification	Contract Lead Testing & Certification
	Replace Select Breaker Panels	Replace Select Breaker
		Accessible Routes - Parking Lot
	Install Family Resource Academy (FRA) Acquired Computers	Replace Flooring in Select Units
	Conduct Crawlspace Drain Closed Circuit Television Videography (CCTV), Clean Outs, and Pipe Repairs (as needed)	Install Family Resource Academy (FRA) Acquired Computers
	Vacancy Turnaround & Emergency Maintenance	
INCREASE MARKET/CURB APPEAL	Implement Energy Conservation Measures(ECMs)	Vacancy Turnaround & Emergency Maintenance
		Convert Halogen Header Pole Lights to LED
		Implement Energy Conservation Measures(ECMs)

WORK ACTIVITY PLAN - Garden Style and Townhouse Properties (CFP, CDBG, Extraordinary Maintenance, Grants, etc.)

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	Marlborough Towne 2021	Kimberly Gardens 2021	Rollingcrest Villages 2021
		Camera (CCTV) Underground Sewer Drains, conduct Clean Outs, & Reline Pipes (as needed)	Camera (CCTV) Underground Sewer Drains, conduct Clean Outs, & Reline Pipes (as needed)
	Install New HWH Expansion Tanks & Change Piping from Flex lines to solid.	Install New HWH Expansion Tanks & Change Piping from Flex lines to solid.	Install New HWH Expansion Tanks & Change Piping from Flex lines to solid.
		Replace Roofing (Select)	
			Pour Concrete (ADA) Walkways & Curb Cuts
	Perform Duct Cleaning (select)		Parge Unit Foundations & Patios
	Contract Lead Testing & Certification	Perform Duct Cleaning (select)	
	Paint Select Units	Contract Lead Testing & Certification	Contract Lead Testing & Certification
	Vac.Turnover & Emer. Maint.		Replace Flooring in Select Units
		Vac.Turnover & Emer. Maint.	Vac.Turnover & Emer. Maint.

	Implement Energy Conservation Measures(ECMs)		
INCREASE MARKET/CURB APPEAL		Implement Energy Conservation Measures(ECMs)	Implement Energy Conservation Measures(ECMs)

FIVE (5) YEAR RENOVATION PLAN **TABLE 3**

(07/01/2021 – 06/30/2025)

The following tables (3 & 4) describe projects *desired* to take place during the next 5-Years; depending on future funding.

5-YEAR PLAN – MODERNIZATION ACTIVITIES - High-Rise Sites

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	1100 Owens Road 5-Year Plan	Cottage City Towers 5-Year Plan
		Replace Elevators
	Upgrade Fire Annunciator System	Upgrade Fire Annunciator System & Reconfigure Fire Alarm Sound System
		Emergency Generator
	Install 2 Recirculating Pumps	
	Replace/Repair Concrete Front Entry underneath Canopy	
	Vacancy Turnaround	Vacancy Turnaround
	CCTV Plumbing in Crawl Spaces	Insert Plumbing Lining underneath bldg. slab
		Install New Trash Compactor & Dumpsters
		Replace Main Water Service Valve
	Ventilation Duct Cleaning	Ventilation Duct Cleaning
	Upgrade Security Camera System (to include elevators)	Upgrade Security Camera System (to include elevators)
INCREASE MARKET/CURB APPEAL	Implement Energy Conservation Measures(ECMs)	Implement Energy Conservation Measures(ECMs)
	Replace broken concrete apron	
		Upgrade Site Lighting Fixtures to LED
		Stripe Parking Lot and Curbs

- **SELECT ITEMS FROM THIS CHART ARE INCLUDED IN THE ATTACHED FORM HUD-50075.1 AND/OR 50075.2. OTHER ITEMS LISTED INDICATE WORK DESIRED IF FUNDS BECOME AVAILABLE.**

**FIVE (5) YEAR RENOVATION PLAN:
FYB2021
(07/01/2021 – 06/30/2025)**

TABLE 4

5-YEAR PLAN – MODERNIZATION ACTIVITIES/NEEDS - Garden & Townhouse Properties

BUILDING CODE AND SAFETY/ SECURITY REQUIREMENTS	Marlborough Towne 5-Year Plan	Kimberly Gardens 5-Year Plan	Rollingcrest Villages 5-Year Plan
	Install New Select Appliances	Install New Select Appliances	Install New Select Appliances
	Remove all flex plumbing lines and install with New Solid HWH fittings	Remove all flex plumbing lines and install with New Solid HWH fittings	Remove all flex plumbing lines and install with New Solid HWH fittings
	Replace HWH Expansion Tanks	Replace HWH Expansion Tanks	Replace HWH Expansion Tanks
			Replace/Repair Concrete walkways and drainage
		Parging Exteriors <i>On Select Buildings</i>	Parging Exteriors <i>On Select Buildings</i>
	Parging Exteriors <i>On Select Buildings</i>	Lead certification and Testing	Lead certification and Testing
	Lead certification and Testing	Correct Sub-Flooring Foundation and Install New Floor Covering in 3 Bedroom units with Lofts	Conduct Comprehensive Sewer Study & Replace Broken Sewer Lines
	Conduct invasive CCTV underground plumbing investigations, Underground repairs and cleanouts	Conduct invasive CCTV underground plumbing investigations, Underground repairs and cleanouts	Conduct invasive CCTV underground plumbing investigations, Underground repairs and cleanouts
	*Select Vacancy Turnaround	*Select Vacancy Turnaround	*Select Vacancy Turnaround
			Install Security Camera System
	Implement Energy Conservation Measures	Implement Energy Conservation Measures	Implement Energy Conservation Measures
	Replace Select looring	Replace Flooring & Address Foundation Settling	Correct Sub-Flooring Foundation and Install New Floor Covering
RESIDENT SATISFACTION			
INCREASE MARKET/CURB APPEAL	Stripe Parking Lot and Curbs	Stripe Parking Lot and Curbs	Stripe Parking Lot and Curbs
	Correct Erosion Landscape	Correct Erosion Landscape	Correct Erosion Landscape

- **SELECT ITEMS FROM THIS CHART ARE INCLUDED IN THE ATTACHED FORM HUD-50075.1 AND/OR 50075.2.**
OTHER ITEMS LISTED INDICATE WORK DESIRED IF FUNDS BECOME AVAILABLE.

10 (A) EXECUTIVE SUMMARIES

The Housing Authority of Prince George’s County has prepared this 5-Year and Annual Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998, the ensuing HUD requirements and is consistent with the Prince George’s County 5-Year Consolidated Plan.

The following goals and objectives for the 5-Year Plan have been adopted:

1. Provide an improved living environment;
2. Improve the quality of assisted housing;
3. Promote self-sufficiency and asset development of assisted households;
4. Ensure equal opportunity and affirmatively further fair housing;
5. Create a greater balance of housing types and values throughout the County;
6. Expand homeownership opportunities for all residents regardless of race, gender, color, national origin, familial status or disability;
7. Develop a range of quality housing for all households including families, the elderly, persons with disabilities, the homeless, Violence Against Women Act (VAWA) victims and Veterans and
8. Create safe, well planned, attractive housing communities.

The Authority continues to implement and coordinate its goals and HUD's goals into program operations. Senior staff continued to participate in the goal setting and strategizing to meet objectives, set tasks/strategies and establish new milestones to form the framework for the Authority's operations.

REVIEW Summary of Housing Authority’s Project Measurements
<u>1</u> Improve Program Management and Administration.
<u>2</u> Improve Property Management.
<u>3</u> Complete Staff Reorganization.
<u>4</u> Continue Staff Training.
<u>5</u> Increase Resident / Client Services.
<u>6</u> Improve Risk Management

For Details, see Section 5.2, and PHA’s Goals and Objectives

FY 2020 – ACCOMPLISHMENTS:

WAITING LIST:

There remain a large number of applicants on the combined waiting list. Applications are handled through the Central Intake Unit. The Public Housing, HCV, Project Based and Moderate Rehabilitation waiting lists were opened for new applicants.

CAPITAL IMPROVEMENT:

The Housing Authority of Prince George's County made improvements to parking lot of the Housing Authority's 1100 Owens Road property. The improvements were required to improve access for elderly and disabled tenants of the property and were completed in 2009.

The improvements were financed by a loan from the proceeds of a Revenue Bond, issued by the State of Maryland's Community Development Administration. The loan is collateralized by the Housing Authority's Capital Fund Grant, with repayment based on future allocations of the Housing Authority's CFFP. The stated loan amount was \$1,249,327 with a maturity date of July 1, 2023.

The estimated balance of the loan at FYE 2019 is \$114,404 (principal: \$90000, Interest: \$24,404)

REAL ESTATE ASSESSMENT CENTER (REAC) SUBSYSTEMS

The Housing Authority most recently received a PHAS Score of 82 for Fiscal Year 2019.

To obtain a Standard Performer status, a PHA must score at least 60 percent of the points available in each of the four indicators and achieve an overall PHAS score of 60 percent or greater.

SUPPORTIVE SERVICES

Resident Services

- Resident Services staff works to provide a comprehensive network of supportive services through collaboration efforts with County agencies and community-based organizations. Services are targeted for seniors, families, youth and individuals with disabilities at four (4) public housing properties.

Family Resource Academy (FRA)

- Operating as Community Centers/Family Resource Academies, the Housing Authority has converted community spaces into effective enrichment activities primarily geared to school age children. Centers will provide computer access and classes, and structured leisure and recreational activities.

Housing Choice Voucher:

HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM

The Authority administers a Housing Choice Voucher Homeownership Program pursuant to Section 8 (y) of the U.S.H.A. of 1937, as implemented in 24 CFR Part 982.

In FY 2020 the Housing Choice Voucher Homeownership Program (HCVHP) successfully assisted eight (8) families to become first-time homebuyers. The goal for FY 2021 is to assist ten (10) families to become first-time homebuyers. The program is designed to assist HCV participants who meet certain income and work history requirements, with their transition from rental to homeownership. For FY 2021, the homeownership program reported 78 households in total.

Housing Choice Voucher

The Prince George's County Housing Choice Voucher Program final SEMAP Overall Score for the fiscal year ended June 30, 2019, is 97%. SEMAP designation for the overall performance rating is a *High Performer*. Due to Covid-19; the authority elected to carry over its score for FY 2020 and did not submit or complete SEMAP for FY 2020 as waived under the CARES ACT waivers for the HCV program.

Housing Authority of Prince George's County			
<i>SEMAP Score Report for Fiscal Year 2019</i>			
SEMAP Indicators		Current Rating	Maximum Score
1	Selection form the Waiting List	15	15
2	Reasonable Rent	20	20
3	Determination of Adjusted Income	20	20
4	Utility Allowance Schedule	5	5
5	HQS Quality Control	5	5
6	HQS Enforcement	10	10
7	Expanding Housing Opportunities	5	5
8	Payment Standards	5	5
9	Timely Annual Reexaminations	10	10
10	Correct Tenant Rent Calculations	5	5
11	Pre-Contract HQS Inspections	5	5
12	Annual HQS Inspections	0	10
13	Lease-up	20	20
14	Family Self-Sufficiency	10	10
15	Deconcentration Bonus	5	5

To acquire a *High Performer* status under SEMAP, a PHA must comply with fourteen rating indicators and achieve an overall **SEMAP** score of *100 percent or greater*. High performers are afforded incentives that include relief from specific HUD requirements, public recognition and bonus points in funding competitions.

Upcoming Plan Year – FY 2021 (07/01/2020– 06/30/2021)

OPERATIONS AND SERVICES PLAN

The Annual Plan provides details about the Authority’s immediate Operations and Services, and the HAPGC’s strategy for achieving goals and objectives for the fiscal year beginning July 1, 2020. The Annual Plan is based on the premise that accomplishing goals and objectives will enable the Housing Authority to carry out its mission.

Plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of stated goals and objectives. Taken as a whole, they outline a comprehensive approach. The Annual Plan year includes:

FINANCIAL STABILITY

To meet the goal of improved financial stability, the Authority plans to continue to carry out the following tasks:

- Continue to develop and implement the appropriate management and administrative measures to effectively measure financial goals, Identify new sources of funding,
- Maximize sources of funding currently received by the Authority,
- Increase public housing lease-up rates,
- Maintain Housing Choice Voucher Program lease-up rates in accordance with funding levels,
- Evaluate financial viability of grants,
- Develop aggressive collection plan that maximizes data collection efforts,
- Review priorities for the Authority,
- Consider disposing of surplus properties owned by the Housing Authority,
- Assess and determine the financial feasibility of maintaining ownership of all public housing properties as assets,
- Review the budget plan for expenditures,
- Create Authority wide spending awareness plan,
- Fully automate procurement & inventory system modules to better control purchasing and distribution, and
- Develop and Implement an Asset Management site-based plan to improve operational effectiveness and efficiency, to preserve and protect assets, and facilitate future investment and reinvestments in public housing. The Authority elected exemption from asset management in compliance regulations passed Congress that permit PHAs with fewer than 400 units to elect exemption from asset management. While the Authority will not officially implement asset management, it will revise its internal operations to comply with budgeting principles associated with site-based asset management.

SUPPORTIVE SERVICES (FY 2021)

Several successful programs that helped families achieve self-sufficiency will continue and expand for the upcoming 2021 fiscal year and well into the five years of this plan. Selected programs/services are listed below:

PUBLIC HOUSING:

Plans to Execute HUD's Relocation Option(s)

The HAPGC will make application to HUD's Special Application Center (SAC) by June 30, 2021 to exercise the Rental Assistance Demonstration (RAD) Program as an option to convert its Public Housing Inventory. The HAPGC has solicited a personal services consultant to assist in the preparation of the SAC application. The HAPGC is currently in consultation with the Field Office in the evaluation process of preparing HUD's Special Applications Center (SAC) applications for disposition in accordance with the requirements of 24 CFR part 970 for each of the following properties:

- Marlborough Towne
- Kimberly Gardens
- Rollingcrest Villages
- Cottage City Towers
- Owens Road

The HAPGC has conducted due diligence, on various relocation strategies to develop a plan to move the HAPGC towards a housing portfolio transition. A Request For Qualifications (RFQ) has been issued for developers/co-developers with a specific scope for services.

The Authority will decide disposition criteria for each property on case-by case basis and provide narratives for each development, recommend & describe "phased" application methods and justifications; prepare cost analysis, confirm proper environmental clearances, and especially determine FMV disposition benefits.

As early as 2019 the Authority met with the Board of Commissioners, Resident Advisory Board (RAB), and resident organizations to provide a full description of the activities in connection with relocation; including relocation, potential use of each property, and disposition proceeds. The Housing Authority is addressing all comments and providing information on the development process and Resident rights during site and RAB meetings.

McGuire House – Demolition, Disposition & Development

In 2006, HUD approved a two (2) part application to demolish and dispose of McGuire House. The structure was demolished in 2008. Prior to final disposition, significant changes to the plan invalidated HUD's prior approval.

The Housing Authority has partnered with a Local Developer and is moving forward with the redevelopment of 1313 Southern Avenue (formerly known as The McGuire House) there are plans to amend and an a submission of an application to include the newly selected Developer to SAC for disposition was approved and granted.

Resident Services

- HAPGC staff works to provide a comprehensive network of supportive services through collaboration efforts with County agencies and community-based organizations. Services are targeted for at-risk seniors and individuals with disabilities at four (4) public housing properties.

Family Resource Academy (FRA)

- Operating as Family Resource Academies, the Housing Authority has converted community spaces into effective enrichment activities primarily geared to school age children.

HOUSING CHOICE VOUCHER:

HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM

The Authority administers a Section Homeownership Program pursuant to Housing Choice Voucher of the U.S.H.A. of 1937, as implemented in 24 CFR Part 982.

The goal of the Housing Choice Voucher Homeownership Program (HCVHP) for FY 2021 is to successfully assist an additional ten (10) more families to become first-time homebuyers.

The program is designed to assist voucher participants who meet certain income and work history requirements, with their transition from rental to homeownership. The minimum gross earned income for eligibility is \$30,000. Additionally, every participant must be a first-time homebuyer (i.e. not have owned a home during the past 3 years), have a credit score of 620 and in good standing with the Housing Authority. There is no minimum income requirement for elderly (62+) and/or disabled.

Veterans Affairs Supportive Housing (VASH)

The Authority in partnership with the local Veteran's Affairs Medical Center (VAMC), administers this program designed to assist military veterans with tenant based rental assistance. The Authority was awarded and manages 160 housing choice vouchers (HCV) for the administration of this program.

Foster Youth Initiative Program(FUP) FYI aging out of Foster Care

The FYI program is also a tenant based HUD Housing Choice Voucher (HCV) rental assistance program. This program is to provide housing for youth who are leaving foster care and are between the ages of 18 to 24 years old. The program provides 36 months of rental assistance for foster children/adults as they transition to living independently. This program is administered by local public housing agencies (PHAs) that have partnered with local Department of Social Services (DSS) agencies. The Authority was awarded 60 HCVs for this program.

Family Self-Sufficiency (FSS)

The purpose of the Family Self-Sufficiency (FSS) program is to promote the coordination of public housing and/or Housing Choice Voucher program and assistance with other public and private resources, to enable eligible families to achieve economic independence and self-reliance. FSS achieves this goal by assisting families to increase their earnings and to build assets and financial capability through County; Community; public and private agencies and partnerships. Services include Case Management/Coaching and Goal Setting.

The FSS Coordinator assist in helping families increase their earnings and build financial capability and assets during a five (5) year period. An Escrow account is maintained by the PHA and grows as the earnings of FSS participants increase. At the end of the FSS term, escrow balances are awarded participants who successfully complete the program.

Homeownership Program

The PHA will offer the homeownership option only to participating families who are:

- a) Eligible Housing Choice Voucher Program participants; and
- b) The PHA will maximize this option to as many families as possible.

Waiting List

HAPGC maintains a waiting list for both Public Housing and Housing Choice Voucher units. According to the Consolidated Plan, the Authority is currently serving 6,000 households with incomes between 30 to 50 percent of the median income. Fifty eight percent (58) of the households in need of housing indicates that the head of household or co-head is working 30 or more hours a week. The waiting list is currently closed.

Currently 6253 families are being served on the combination of HCV, MOD, and PH program wait list.

Follow Up Plan Certification

Communication – The Authority will continue to communicate with residents through regular meetings, website and newsletters.

10 (B) SIGNIFICANT AMENDMENT AND SUBSTANTIAL DEVIATION/MODIFICATION

The Housing Authority of Prince George’s County defines “Significant Amendments and Substantial Deviations/Modifications to the Plan”, as:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Plan) when dollar amount exceeds 10% of the Capital Fund Budget or the amount of replacement reserve funds that exceeds 10% of the annual Capital Fund Budget;
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

REQUIREMENTS FOR SIGNIFICANT AMENDMENTS TO THE PHA PLAN

Any significant amendment or substantial deviation/modification to a PHA Plan is subject to the same requirements as the original PHA Plan (including time frames). Following are the requirements:

- The Housing Authority must consult with the Resident Advisory Board (RAB).
- The Authority must ensure consistency with the Consolidated Plan of the jurisdiction(s).
- The Authority must provide for a review of the amendments/modifications by the public during a 10-day public review period.
- The Housing Authority may not adopt for the amendment or modification until the PHA has duly called a meeting of its Board of Commissioners. The meeting, at which the amendment or modification is adopted, must be open to the public.
- The Authority may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD’s plan review procedures.

Statement of Consistency with the Consolidated Plan

Consolidated Plan jurisdiction: **Prince George's County, Maryland**

The Housing Authority of Prince George's County has taken the following steps to ensure consistency of this Annual Plan with the Consolidated Plan for the jurisdiction:

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plans.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.

The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

- Shared goals,
- Objectives, and
- Strategies.

*End of Executive Summary for Annual Plan
FY 2021 Updates
Period: (07/01/2020 thru 06/30/2021)*

11.0 REQUIRED DOCUMENTS

(md015V20)

- ✓ Form HUD-50075-5Y
PHA PLAN
- ✓ Form HUD-50075-ST
PHA PLAN

(md015A20)

- ✓ Resident Advisory Board (RAB) & Public Hearing Comments
DOCUMENT B.6 - (3) RAB BOARD COMMENTS AND PUBLIC HEARINGS
 - Policy Changes

DOCUMENT B.1.3 REVISED ADMISSION PREFERENCES
 - Audit Findings (*Not submitted- Due to Extension*)

DOCUMENT B.4 - HAPGC FINANCIAL STATEMENT AND FINDINGS
- ✓ Form HUD-50077-CR –
PHA CIVIL RIGHTS CERTIFICATION
- ✓ Form HUD-50077-ST- HCV-HP- PHA –
PHA CERTIFICATION OF COMPLIANCE WITH THE PHA PLAN AND RELATED REGULATIONS
- ✓ Form HUD-5007SL –
Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan
- ✓ Form HUD-50075.1 (md015□20) –
CAPITAL FUND PROGRAM ANNUAL STATEMENT/PERFORMANCE AND EVALUATION REPORT
- ✓ Form HUD-50075.2 (md015□20) –
CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN
- ✓ HCV Administrative Plan (*No updates for 20-21*)
- ✓ Public Housing Admissions & Occupancy Plan (*No updates for 20-21*)
- ✓ HAPGC Cares Act Waivers
- ✓ HAPGC Board Resolution Approving Annual Plan