

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: <u>Cheyenne Housing Authority (WY0002)</u> PHA Code: <u>DEN 526</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/01/2018</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>341</u> Number of Housing Choice Vouchers (HCVs) <u>1786</u> Total Combined Units/Vouchers <u>2127</u> 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>Posted at CHA's administrative offices are the 5-Year and Annual Plan, Admissions and Continued Occupancy Policy, Section 8 Administrative Plan, CHA Grievance Procedure, and other required postings.</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> <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 checked="" type="checkbox"/> <input 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 checked="" type="checkbox"/> <input 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 type="checkbox"/> <input checked="" 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>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p>1. Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions: CHA's Deconcentration Policy has not been revised. The Admissions and Continuing Occupancy Policy (ACOP) and Administrative Plans were revised in December 2017 to include new VAWA policies, ACOP to also include 100% smoke free policy. The Public Housing Lease was revised to include 100% smoke-free policy, new VAWA policies, and other improvements.</p> <p>2. Financial Resources See "Financial Resources" below.</p> <p>3. Rent Determination Updated Payment Standards at 110% of Fair Market Rents were adopted effective October 1, 2017. Minimum rent is \$50. Flat rents are 80% of Fair Market Rents. See Flat Rent Schedule Below.</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review. CHA's Deconcentration Policy has not been revised.</p>					

<p>B.2</p>	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" 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 type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Non-Smoking Policies.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project-Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" 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>Demolition and/or Disposition: The CHA is contemplating the potential replacement of a public housing unit.</p> <p>Conversion of Public Housing to Project-Based Assistance under RAD The CHA is contemplating the potential conversion of Public Housing to Project-Based RAD.</p> <p>Non-Smoking Policies: The CHA has adopted a nonsmoking policy consistent with HUD’s Smoke-Free Housing Final Rule..</p>
<p>B.3</p>	<p>Civil Rights Certification.</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>B.4</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <ol style="list-style-type: none"> 1. CHA became Limited Partner for the Foxcrest Limited Partnership, a 56 unit senior housing development. Accounting records were not adjusted in conformity with GASB standards – this finding has been corrected. 2. Tenant files were not complete and accurate in that not all files were signed by applicants. This finding has been corrected. 3. CHA switched investment types that resulted in funds in accounts lacking Depository Agreements. This finding has been corrected.
<p>B.5</p>	<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>See “Progress in Meeting Mission and Goals” below.</p>

B.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan? See Minutes</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>
B.8	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
C.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>HUD approved CHA's most recent 5 Year Action Plan in EPIC on August 7, 2017.</p>

Financial Resources

Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY2016 grants)		
a) Public Housing Operating Fund	1,219,000	
b) Public Housing Capital Fund	403,153	
c) Annual Contributions for Section 8 Tenant-Based Assistance	9,483,500	
d) Public Housing Drug elimination Program (including any Technical Assistance funds)		
e) Resident Opportunity and Self-Sufficiency Grants		
f) CDBG		
g) HOME		
h) Other Federal Grants		
Enhanced Vouchers		
VASH Vouchers	807,100	
2. Prior Year Federal Grants (unobligated funds only)		
3. Public Housing Dwelling Rental Income	813,060	
4. Other Income	192,500	
Interest Income	500	
5. Non-federal sources		
TOTAL RESOURCES	12,918,463	

Progress in Meeting Mission and Goals

The CHA provides the following progress report relative to the 5 Year Plan.

PHA Goal: Expand the supply of assisted housing

Objective: Apply for additional rental vouchers

Progress: The CHA has not applied for additional Housing Choice Vouchers due to the lack of available funding, but in 2016 applied for and received 5 additional VASH vouchers. In 2017 CHA submitted its interest in receipt of additional VASH vouchers for Cheyenne if available.

Objective: Maintain a public housing vacancy rate of 3% or less

Progress: The CHA has achieved its public housing vacancy rate goal of 3%.

Objective: Continue efforts to address housing needs, by leveraging resources as needs are quantifiably determined.

Progress: The CHA continues to administer the Housing Choice Voucher statewide and has administered several project-based opt-outs during the past few years. This resulted in an expansion of the CHA Housing Choice Voucher program to 1786 vouchers including VASH Vouchers and Tenant Protection Vouchers from PBCA opt-outs. The CHA also works to address housing needs through its active participation in the Wyoming Chapter of the National Association of Housing and Redevelopment Officials and through its participation in Fair Housing and other educational opportunities.

Objective: Fully utilize the resources available to the CHA, specifically the voucher program resources.

Progress: The CHA has achieved 99% utilization of the voucher program in 2016 and is on track to achieve 99% utilization in 2017.

Objective: Ensure that policies more completely support the mission of the CHA to provide low income rental assistance throughout its service area.

Progress: The CHA continually reviews its ACOF and Admin Plans to ensure compliance with the most recent regulatory updates. In 2017 updates included the addition of expanded VAWA policies, 100% smoke-free policies, and other modifications intended to support CHA's provision of high-quality housing responsive to community and client needs.

Objective: Encourage the creation of a new 501c3 non-profit organization to develop and manage additional affordable housing rental units.

Progress: in 2014 the CHA sponsored the creation of a new non-profit organization - the Wyoming Housing Partnership, Inc. In 2017 WHP successfully acquired ownership and assumed management of four developments totaling 108 units of affordable housing; 88 units in three developments in Cheyenne and 20 units in one development in Powell.

PHA Goal: Improve quality of assisted housing

Objective: Achieve and maintain High Performer status

Progress: The CHA has been recognized as a Standard Performer

Objective: Achieve and maintain High Performer status under SEMAP

Progress: The CHA has again been recognized as a High Performer.

Objective: Continue to enhance Resident Initiative efforts

Progress: The CHA continues to fund a Resident Services Coordinator position to enhance Resident Initiative efforts. This has very successfully encouraged more Resident participation in various programs and has enhanced the sense of community within CHA's housing developments.

Objective: Continue to utilize Capital Funds to the maximum benefit

Progress: The CHA has developed and submitted, along with the Annual PHA Plan Update, the Capital Fund Annual Statement and 5-Year Plan which incorporates comments and suggestions submitted by Residents. Capital Fund utilization continues to result in well-maintained housing units.

Objective: Improve internal control of material inventory

Progress: Maintenance and Nutrition program inventory has been effectively controlled through restricted access, utilization of computer software to record inventory additions and consumption, quarterly physical-count comparison to computer reported inventory, and improved operating procedures.

PHA Goal: Increase assisted housing choices

Objective: Continue mobility counseling

Progress: The CHA continues to provide mobility counseling through the use of the Housing Assistance Guide and one-on-one counseling

Objective: Assist rural communities throughout the state with the administration of assisted housing programs, thereby increasing assisted housing choices

Progress: The CHA administers the Section 8 voucher program in various communities throughout the state of Wyoming, absorbed the Laramie public housing program from WCDA (effective 4/1/02), is active in the Wyoming Chapter of the National Association of Housing and Redevelopment Officials, and provides assistance to rural communities when the opportunity arises.

PHA Goal: Provide an improved living environment

Objective: Rehabilitate units within the public housing portfolio as needed. This may include substantial rehabilitation that would require temporarily taking public housing units "off-line" in order to complete the rehabilitation. The CHA has budgeted within the CFP program to accomplish the substantial rehabilitation of various public housing units as warranted.

Progress: The CHA has performed substantial rehabilitation on units within the public housing portfolio, but has not previously taken the units "off-line" for purposes of calculating vacancy days for PHAS. CHA entered into an Energy Performance Contract with Johnson Controls to enhance the living environment and reduce energy consumption within public housing units; that scope of work was completed in November 2015. Tenants continue to realize an improved living environment while CHA benefits from reduced energy consumption and operating costs.

Objective: Utilize Capital Funds to address security concerns of the residents, as warranted.

Progress: The CHA has previously expended Operating Funds and CFP funds to address security and safety concerns of the residents and annually tests the fire alarm/fire sprinkler system, security and other systems. Ongoing concerns are addressed as identified during Resident Council meetings and the Annual Agency Plan public hearing.

Objective: Adopt a "smoke-free living environment" policy that prohibits smoking within all CHA properties.

Progress: The CHA initially adopted a "smoke-free living environment" policy in January 2013. In 2017, consistent with HUD requirements, CHA adopted a 100% smoke free requirement for all properties. The new lease will be effective February 1, 2018.

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

Progress: The CHA has achieved success through the administration of the FSS program. The CHA has successfully graduated more than 39 FSS participants.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Progress: The CHA continues to ensure equal access and provides a suitable living environment regardless of race, color, religion, national origin, sex, familial status and disability. CHA actively participated with the Wyoming Fair Housing Team to complete the 2016 Assessment of Fair Housing, is working with the Team to identify goals appropriate to each Team member, and is waiting for additional HUD guidance on this issue.

Cheyenne Housing Authority
 Flat Rent Calculation
 for FYE 2018 Agency Plan

Consistent with HUD requirements, flat rents are set at 80% of the Fair Market Rent.

Cheyenne Flat Rents				
Bedroom Size	2017 Flat Rent	2018 Fair Market Rent	80% of Fair Market Rent	Proposed Flat Rent
1	\$463	\$664	\$531	\$531
2	\$620	\$883	\$706	\$706
3	\$880	\$1,231	\$984	\$984
4	\$1,010	\$1,526	\$1,220	\$1,220
5	\$1,161	\$1,612	\$1,289	\$1,289

Laramie Flat Rents				
Bedroom Size	2017 Flat Rent	2018 Fair Market Rent	80% of Fair Market Rent	Proposed Flat Rent
2	\$606	\$796	\$636	\$636
3	\$882	\$1,158	\$926	\$926
4	\$1,067	\$1,402	\$1,121	\$1,121

**Minutes of the Public Hearing
held on 1/8/2018 at 5:00 PM
Senior Activity Center
to accept public comment regarding the 2018 Agency Plan and 2018 Capital Funds Budget**

Commissioner and Staff attendees included:

Chairman Maynard Richmeier

Commissioner Tricia Crilly

Kayla Thompson, Housing Program Supervisor

Janelle Moye, Public Housing Specialist

Scott Allen, Maintenance Supervisor

Wendy Govig, Senior Programs Director

Tina Cardwell, Resident Services Coordinator

Public Housing Resident Attendees:

None

Chairman Richmeier convened the meeting at 5:10 PM. Due to the lack of resident attendees, Chairman Richmeier adjourned the meeting at 5:11 PM.