

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 type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> 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. Financial Resources See "Financial Resources" below.</p> <p>2. Rent Determination Updated Payment Standards at 110% of Fair Market Rents were adopted effective January 1, 2020. Minimum rent is \$50. Flat rents are set at 100% 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 checked="" type="checkbox"/> <input 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 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>Occupancy by Over-Income Families Consistent with the 2016 Housing Opportunities Through Modernization Act, the ACOP was revised to allow termination of tenancy by households that for two consecutive years earned income over 120 AMI.</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's internal controls for compliance requires that there be supervisory review of Tenant files. There was no documentation in 30% of tested Tenant files that supervisory review had occurred. Correction: In July 2019 CHA modified its Internal Audit Form to indicate that the Form should also be included in the Tenant file. 2. As Limited Partner of the Foxcrest Limited Partnership, CHA should have accounting methods in place to adjust Foxcrest LP's fiscal year end December 31 to CHA's fiscal year end March 31. Those adjustments had not been performed. Correction: The Foxcrest LP accounting firm has agreed to make the adjustments required for CHA's March 31 fiscal year end.
<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 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. <u>This section will be completed after the Public Meeting in January 2020.</u></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? 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 May 22, 2019.</p>

Financial Resources

Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY2016 grants)		
a) Public Housing Operating Fund	1,236,426	
b) Public Housing Capital Fund	622,560	
c) Annual Contributions for Section 8 Tenant-Based Assistance	9,259,171	
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	793,199	
2. Prior Year Federal Grants (unobligated funds only)		
3. Public Housing Dwelling Rental Income	900,400	
4. Other Income	208,950	
Interest Income	900	
5. Non-federal sources		
TOTAL RESOURCES	13,021,426	

Progress in Meeting Mission and Goals

The CHA provides the following progress report relative to the 2015 5 Year Plan.

PHA Goals:

1. Expand the supply of assisted housing
 - a. Objective: Apply for additional rental vouchers
Progress: The CHA has not applied for additional Housing Choice Vouchers due to the lack of viable opportunities or funding. CHA has applied for and received additional VASH vouchers as they became available and as market need is demonstrated.
 - b. Objective: Maintain a public housing vacancy rate of 3% or less
Progress: The CHA has achieved its public housing vacancy rate goal of 3% or less
 - c. 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 program 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 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, through its participation in Fair Housing and other educational opportunities, and through its sponsorship of nonprofit the Wyoming Housing Partnership.
 - d. Objective: Fully utilize the resources available to the CHA, specifically the voucher program resources.
Progress: The CHA achieved 95.6% utilization of the voucher program in 2018, and is on track to achieve 100% utilization in 2019.
 - e. 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 ACOP and Admin Plans to ensure compliance with the most recent regulatory updates to support CHA's provision of high-quality housing responsive to community and client needs.
 - f. 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. (WHP). 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. Each development is operating effectively.
2. Improve quality of assisted housing
 - a. Objective: Achieve and maintain High Performer status
Progress: The CHA has been recognized as a Standard Performer
 - b. Objective: Achieve and maintain High Performer status under SEMAP
Progress: The CHA was again recognized as a High Performer
 - c. 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 successfully encouraged increased Resident participation in community building and well-being programs.
 - d. Objective: Continue to utilize Capital Funds to the maximum benefit
Progress: The CHA annually updates its 5 Year Action Plan to match capital expenditures with property needs including needs identified by Residents, and promptly addresses capital needs as they arise. Capital Fund utilization continues to result in well maintained housing units.
 - e. Objective: Improve internal control of material inventory
Progress: Maintenance and Nutrition program inventory continues to be 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.

3. Increase assisted housing choices
 - a. 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
 - b. 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.
4. Provide an improved living environment
 - a. Objective: Rehabilitate units within the public housing portfolio as needed. This may include substantial rehabilitation and temporarily taking public housing units “off-line” in order to complete the rehabilitation. The CHA has budgeted its 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 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; the first phase of 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. CHA is again working with HUD and Johnson Controls to implement a second phase Energy Performance Contract to make additional improvements to the living environment.
 - b. Objective: Utilize Capital Funds to address security concerns of the residents, as warranted.
Progress: The CHA has expended Operating Funds and CFP funds to address security and safety concerns of 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.
 - c. 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 including the smoke free requirement was adopted effective February 1, 2018.
5. 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 48 FSS participants.
6. 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.

Cheyenne Housing Authority
 Flat Rent Calculation
 for FYE 2020 Agency Plan

2020 flat rents for Cheyenne and Laramie are set at 100% of the Fair Market Rent.

Cheyenne Flat Rents				
Bedroom Size	2019 Fair Market Rent	2020 Fair Market Rent	100% of Fair Market Rent	Proposed Flat Rent
1	\$646	\$721	\$721	\$721
2	\$855	\$950	\$950	\$950
3	\$1,185	\$1367	\$1367	\$1367
4	\$1,502	\$1668	\$1668	\$1668
5	\$1,727	\$1918	\$1918	\$1918

Laramie Flat Rents				
Bedroom Size	2019 Fair Market Rent	2020 Fair Market Rent	100% of Fair Market Rent	Proposed Flat Rent
2	\$801	\$799	\$799	\$799
3	\$1,158	\$1153	\$1153	\$1153
4	\$1,407	\$1403	\$1403	\$1403

**Minutes of the Public Hearing
to accept public comment regarding the 2020 Agency Plan and 2020 Capital Funds Budget**

Minutes will be added after the Public Hearing in January 2020.