

## **PHA ANNUAL PLAN 2022**

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<b>Streamlined Annual PHA Plan (Small PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 03/31/2024</b>
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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, including changes to these policies, 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

**MISSION STATEMENT**  
The mission of the Housing Authority of the City of Fort Lauderdale is to assist low-income families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

**Applicability.** The Form HUD-50075-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer 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 the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 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 exceed 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	<div> <div> <div>PHA Name: <u>Housing Authority of the City of Fort Lauderdale</u></div> <div>PHA Code: <u>FL010</u></div> </div> <div> <div>PHA Type: <input checked="" type="checkbox"/> Small</div> <div>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2022</u></div> </div> <div> <div>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</div> <div> <div>Number of Public Housing (PH) Units <u>29</u></div> <div>Number of Housing Choice Vouchers (HCVs) <u>3427</u></div> </div> <div> <div>Total Combined <u>3456</u></div> <div>PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</div> </div> </div> <div> <p><b>Availability of Information.</b> 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 of 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 website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>Robert P. Kelley Building 500 W. Sunrise Blvd., Ft. Lauderdale, FL 33311  Sailboat Bend II 437 SW 4 Avenue, Ft. Lauderdale, FL 33315  The plan will also be posted on the HACFL website: <a href="http://www.hacfl.com">www.hacfl.com</a></p> </div> <div> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below) </div> <table border="1"> <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> </tbody> </table> </div>					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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Lead PHA:																			

<b>B.</b>	<b>Plan Elements Submitted with 5-Year PHA Plans.</b> Required elements for Small PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a Small PHA is not submitting its 5-Year Plan. See sub-section below for required elements in all other years (Years 1-4).
<b>B.1</b>	<p><b>Revision of Existing PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <b>Five-Year PHA Plan</b> submission?</p> <p>Y   N</p> <p><input type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
<b>B.2</b>	<p><b>New Activities.</b></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 type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
<b>B.3</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p>
<b>B.4</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p>

<b>B.5</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y   N  <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>Plan Elements Submitted All Other Years (Years 1-4).</b> Required elements for all other fiscal years. This section does not need to be completed in years when a Small PHA is submitting its 5-Year PHA Plan.</p>	
<b>B.2</b>	<p><b>New Activities</b></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  <input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.  <input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.  <input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.  <input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.  <input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.  <input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.  <input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.  <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.</p> <ul style="list-style-type: none"> <li>The Housing Authority of the City of Fort Lauderdale (HACFL) has been redeveloping challenged neighborhoods that had been neglected for some time and plans to continue by seeking all available development opportunities. The HACFL will explore all the various financing opportunities such as Low-Income Housing Tax Credit (LIHTC) bonds and mixed financing for development of affordable housing.</li> <li>The Housing Authority of the City of Fort Lauderdale (HACFL) withdrew its application for RAD for Sunnyreach Acres Townhouses (FL010000107). HACFL is evaluating new HUD options available such as Voluntary Conversion. After completing its evaluation of all HUD available programs, HACFL will be in a better position next year to provide information on its intentions for Sunnyreach Acres Townhouses (FL010000107) conversion options.</li> <li>The HACFL will actively seek to increase affordable housing opportunities in our community by applying for vouchers such as PBV, TPV, VASH, Mainstream and for any other vouchers or housing subsidy funds made available through HUD and Community Development sources.</li> </ul> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p><u>HACFL Policy</u>  If subject to de-concentration requirements, the HACFL will consider its de-concentration goals when transfer units are offered. When feasible, families above the Established Income Range will be offered a unit in a development that is below the Established Income Range, and vice versa, to achieve the HACFL's de-concentration goals. A de-concentration offer will be considered a "bonus" offer; that is, if a resident refuses a de-concentration offer, the resident will receive one additional transfer offer.</p>
<b>B.4</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>The most recent HUD-approved 5-Year Action Plan in EPIC was approved on 06/08/2021</p>

<b>C</b>	<b>Other Document or Certification Requirements for Annual Plan Submissions.</b> Required in all submission years.
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 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 PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <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>C.3</b>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>Form HUD-50077-CRT-SM, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>The HACFL has amended/revised the Administrative Plan for the HCV Program (<b>see attachment 1</b>)  The HACFL has amended/revised the Admissions and Continued Occupancy Policy - ACOP (<b>see attachment 2</b>)</p>
<b>C.4</b>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y   N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

D.	Affirmatively Furthering Fair Housing (AFFH).						
D.1	<p><b>Affirmatively Furthering Fair Housing.</b></p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item</p> <table border="1" data-bbox="196 483 1456 1862"> <tr> <td data-bbox="196 483 1456 525"><b>Fair Housing Goal:</b></td></tr> <tr> <td data-bbox="196 525 1456 945"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The HACFL will determine who lacks access to opportunity and address any inequity among protected class groups based on applicants and participants served in our jurisdiction. The HACFL will do this by ensuring that the applicants and participants know their rights under fair housing. The HACFL will provide the Fair Housing Pamphlet and ensure that families have access to our Tenant Outreach Coordinator who will assist them with any questions or concerns they may have as well as provide them with resources when they need a service that the Housing Authority cannot provide.</p> </td></tr> <tr> <td data-bbox="196 945 1456 987"><b>Fair Housing Goal:</b></td></tr> <tr> <td data-bbox="196 987 1456 1386"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The HACFL will continue to open its waiting list with the statement that we do not discriminate against "Race, Color, National origin, Religion, Sex (including sexual orientation and gender identity), Familial status or Disability" to promote integration and reduce segregation. The HACFL will continue to take seriously any claims by an applicant or participant of discrimination providing the families with the resources for the agencies like HUD and HOPE Inc. who assist with fair housing claims.</p> </td></tr> <tr> <td data-bbox="196 1386 1456 1428"><b>Fair Housing Goal:</b></td></tr> <tr> <td data-bbox="196 1428 1456 1862"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The HACFL has built and will continue to build where possible; safe, sanitary and affordable housing in an effort to assist in transforming racially ethnically concentrated areas of poverty into areas of opportunity in the jurisdiction that we service and our surrounding areas where possible.</p> </td></tr> </table>	<b>Fair Housing Goal:</b>	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The HACFL will determine who lacks access to opportunity and address any inequity among protected class groups based on applicants and participants served in our jurisdiction. The HACFL will do this by ensuring that the applicants and participants know their rights under fair housing. The HACFL will provide the Fair Housing Pamphlet and ensure that families have access to our Tenant Outreach Coordinator who will assist them with any questions or concerns they may have as well as provide them with resources when they need a service that the Housing Authority cannot provide.</p>	<b>Fair Housing Goal:</b>	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The HACFL will continue to open its waiting list with the statement that we do not discriminate against "Race, Color, National origin, Religion, Sex (including sexual orientation and gender identity), Familial status or Disability" to promote integration and reduce segregation. The HACFL will continue to take seriously any claims by an applicant or participant of discrimination providing the families with the resources for the agencies like HUD and HOPE Inc. who assist with fair housing claims.</p>	<b>Fair Housing Goal:</b>	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The HACFL has built and will continue to build where possible; safe, sanitary and affordable housing in an effort to assist in transforming racially ethnically concentrated areas of poverty into areas of opportunity in the jurisdiction that we service and our surrounding areas where possible.</p>
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**Attachment 1**  
**HACFL Administrative Plan – 2021 Revisions**

**The Admin Plan for Section 8 has been revised and has been formatted to match the format of Nan McKay's Admin Plan. Formatting the HACFL's Admin Plan to that of Nan McKay will make future updates easier and will ensure that HUD regulations are incorporated into the HACFL's Admin timely and accurately.**

<b>Chapter</b>	<b>Suggested New Policy</b>	<b>Current Policy</b>
<b>1-3</b>	<p><b>1-I.D. THE PHA'S PROGRAMS</b></p> <p>The HACFL's administrative plan is applicable to the operation of the Housing Choice Voucher program, VASH Program and the Mainstream Program (Chapter 18 of the Administrative Manual) with the exception of initial eligibility for the VASH Program which will be governed by VASH regulations. The HACFL's Administrative Plan will also be applicable to the Project Base Voucher Program as per Chapter 17 and the RAD Project Based Voucher Program as per Chapter 19 and to any programs funded by HOME funds (TBRA) unless specific HOME funds guidelines are provided by HUD. The plan is also applicable to the Temporary Policy Supplement Emergency Housing Voucher (EHV's).</p>	<p><b>1-I.D. THE PHA'S PROGRAMS</b></p> <p>The HACFL's administrative plan is applicable to the operation of the Housing Choice Voucher program, and the VASH Program (Chapter 18 of the Administrative Manual) with the exception of initial eligibility for the VASH Program which will be governed by VASH regulations. The HACFL's Administrative Plan will also be applicable to the Project Base Voucher Program as per Chapter 17 and the RAD Project Based Voucher Program as per Chapter 19 and to any programs funded by HOME funds (TBRA) unless specific HOME funds guidelines are provided by HUD.</p>
<b>2-10</b>	<p><b>2-II.E. APPROVAL/DENIAL OF A REQUESTED ACCOMMODATION</b></p> <p>After a request for an accommodation is presented, the PHA will respond, in writing, within 30 business days. If the PHA denies a request for an accommodation because there is no relationship, or nexus, found between the disability and the requested accommodation, the notice will inform the family of the right to appeal the PHA's decision through an informal review (if applicable) or informal hearing (see Chapter 16).</p> <p>If the PHA denies a request for an accommodation because it is not reasonable (it would impose an undue financial and/or administrative burden or fundamentally alter the nature of the PHA's operations), the PHA will discuss with the family whether an alternative accommodation could effectively address the family's disability-related needs without a fundamental alteration to the HCV program and without imposing an undue financial and/or administrative burden.</p> <p>If the PHA believes that the family has failed to identify a reasonable alternative accommodation after interactive discussion and negotiation, the PHA will notify the family, in writing, of its determination within 15 business days from the date of the most recent discussion or communication with the family.</p> <p>When a medical professional has deemed individual disabled, the HACFL will place the "disabled" code on the 50058 for that individual.</p>	<p><b>2-II.E. APPROVAL/DENIAL OF A REQUESTED ACCOMMODATION</b></p> <p>After a request for an accommodation is presented, the PHA will respond, in writing, within 30 business days. If the PHA denies a request for an accommodation because it is not reasonable (it would impose an undue financial and/or administrative burden or fundamentally alter the nature of the PHA's operations), the PHA will discuss with the family whether an alternative accommodation could effectively address the family's disability-related needs without a fundamental alteration to the HCV program and without imposing an undue financial and/or administrative burden.</p> <p>If the PHA believes that the family has failed to identify a reasonable alternative accommodation after interactive discussion and negotiation, the PHA will notify the family, in writing, of its determination within 15 business days from the date of the most recent discussion or communication with the family.</p> <p>When a medical professional has deemed individual disabled, the HACFL will place the "disabled" code on the 50058 for that individual.</p>
<b>2-16</b>	<p><b>2-III.B. ORAL INTERPRETATION</b></p> <p>The HACFL will utilize a language line for telephone interpreter services.</p> <p>When exercising the option to conduct remote briefings, informal reviews, or hearings, however, the HACFL will coordinate with a remote interpretation service which, when available, uses video conferencing technology rather than voice-only interpretation.</p>	<p><b>2-III.B. ORAL INTERPRETATION</b></p> <p>The HACFL will utilize a language line for telephone interpreter services.</p> <p>Where LEP persons desire, they will be permitted to use, at their own expense, an interpreter of their own choosing, in place of or as a supplement to the free language services offered by the HACFL. The interpreter may be a family member or friend of legal age.</p>

	<p>Where LEP persons desire, they will be permitted to use, at their own expense, an interpreter of their own choosing, in place of or as a supplement to the free language services offered by the HACFL. The HACFL, at its discretion, may choose to use the language services even when LEP persons desire to use an interpreter of their choosing. The interpreter may be a family member or friend. If the interpreter chosen by the family is a minor, the HACFL will not rely on the minor to serve as the interpreter.</p> <p>The HACFL will analyze the various kinds of contacts it has with the public, to assess language needs and decide what reasonable steps should be taken. "Reasonable steps" may not be reasonable where the costs imposed substantially exceed the benefits.</p> <p>Where feasible and possible, according to its language assistance plan (LAP), the HACFL will train and hire bilingual staff to be available to act as interpreters and translators, will pool resources with other PHAs, and will standardize documents.</p>	<p>The PHA will analyze the various kinds of contacts it has with the public, to assess language needs and decide what reasonable steps should be taken. "Reasonable steps" may not be reasonable where the costs imposed substantially exceed the benefits.</p> <p>Where feasible and possible, according to its language assistance plan (LAP), the HACFL will train and hire bilingual staff to be available to act as interpreters and translators, will pool resources with other PHAs, and will standardize documents.</p>
3-8	<p><b>3-I.L. ABSENT FAMILY MEMBERS</b>  <b>Family Members Permanently Confined for Medical Reasons [HCV GB, p. 5-22]</b></p> <p>An individual confined to a nursing home or hospital on a permanent basis is not considered a family member. The PHA will request verification of the family member's permanent absence from a responsible medical professional. If the responsible medical professional cannot provide a determination, the person will be considered temporarily absent. If the family certifies that the family member is confined on a permanent basis, they may present, and the PHA will consider, any additional documentation or evidence.</p>	<p><b>3-I.L. ABSENT FAMILY MEMBERS</b>  <b>Family Members Permanently Confined for Medical Reasons [HCV GB, p. 5-22]</b></p> <p>The PHA will request verification of the family member's permanent absence from a responsible medical professional. If the responsible medical professional cannot provide a determination, the person will be considered temporarily absent. If the family certifies that the family member is confined on a permanent basis, they may present, and the PHA will consider, any additional documentation or evidence.</p>
3-22	<p><b>3-II.F. EIV SYSTEM SEARCHES</b>  <b>Existing Tenant Search</b></p> <p>The PHA will contact the PHA or owner identified in the report to confirm that the family has moved out of the unit and obtain documentation of current tenancy status, including a form HUD-50058 or 50059, as applicable, showing an end of participation.</p> <p>The PHA will only approve assistance contingent upon the move-out from the currently occupied assisted unit.</p>	<p><b>3-II.F. EIV SYSTEM SEARCHES</b>  <b>Existing Tenant Search</b>          NONE</p>
3-23	<p><b>3-II.F. EIV SYSTEM SEARCHES</b>  <b>Debts Owed to PHAs and Terminations</b></p> <p>The PHA will require each adult household member to sign the form HUD-52675 once at the eligibility determination. Any new members added to the household after admission will be required to sign the form HUD-52675 prior to being added to the household.</p> <p>The PHA will search the Debts Owed to PHAs and Terminations module as part of the eligibility determination for new households and as part of the screening process for any household members added after the household is admitted to the program. If any information on debts or terminations is returned by the search, the PHA will determine if this information warrants a denial in accordance</p>	<p><b>3-II.F. EIV SYSTEM SEARCHES</b>  <b>Debts Owed to PHAs and Terminations</b>          None</p>



	with the policies in Part III of this chapter.	
5-2	<p><b>5-I.B. BRIEFING [24 CFR 982.301] In-Person Briefings</b> In-person briefings will generally be conducted in group meetings. At the family's written request, the PHA may provide an individual briefing.</p> <p>Generally, the head of household is required to attend the briefing. If the head of household is unable to attend, the PHA may approve another adult family member to attend the briefing.</p> <p>Families that attend group briefings and still need individual assistance will be referred to an appropriate PHA staff person.</p> <p>Briefings will be conducted in English. For limited English proficient (LEP) applicants, the PHA will provide interpretation services in accordance with the PHA's LEP plan (See Chapter 2).</p>	<p><b>5-I.B. BRIEFING [24 CFR 982.301] HACFL Policy</b></p> <p>Briefings will be conducted in group meetings. The head of household as well as all adult family members are required to attend the briefing. Families that attend group briefings and still need individual assistance will be referred to an appropriate HACFL staff person.</p> <p>Briefings will be conducted in English. For limited English proficient (LEP) applicants, the HACFL will provide translation services in accordance with the PHA's LEP plan. Request must be received at least 72 hours in advance or the briefing can be re scheduled. (See Chapter 2).</p>
5-3	<p><b>5-I.B. BRIEFING [24 CFR 982.301] Remote Briefings</b></p> <p>The PHA has the sole discretion to require that briefings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster. If the PHA schedules a remote briefing, the PHA will conduct a face-to face briefing upon request of the applicant as a reasonable accommodation for a person with a disability if safety and health concerns can be reasonably addressed.</p> <p>In addition, the PHA will conduct a briefing remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the briefing, or if the applicant believes an in-person briefing would create an undue health risk. The PHA will consider other reasonable requests for a remote briefing on a case-by-case basis.</p>	<p><b>5-I.B. BRIEFING [24 CFR 982.301] Remote Briefings</b></p> <p>None</p>
5-3	<p><b>5-I.B. BRIEFING [24 CFR 982.301] Remote Briefings</b></p> <p>The PHA has the sole discretion to require that briefings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster. If the PHA schedules a remote briefing, the PHA will conduct a face-to face briefing upon request of the applicant as a reasonable accommodation for a person with a disability if safety and health concerns can be reasonably addressed.</p> <p>In addition, the PHA will conduct a briefing remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them</p>	<p><b>5-I.B. BRIEFING [24 CFR 982.301] Remote Briefings</b></p> <p>None</p>

	to attend the briefing, or if the applicant believes an in-person briefing would create an undue health risk. The PHA will consider other reasonable requests for a remote briefing on a case-by-case basis.	
5-4	<p><b>5-I.B. BRIEFING [24 CFR 982.301] Conducting Remote Briefings.</b> At least 10 business days prior to scheduling the remote briefing, the PHA will provide written notification via first class mail and/or email to families participating in the briefing to advise of technological requirements and to request the family notify the PHA of any known barriers. If any family does not respond within five business days, or if the written notification is returned by the post office or the email is rejected, the PHA will contact the family by telephone to identify potential technological barriers and to determine which technology resources are accessible to the family. The PHA will resolve any barriers using the guidance in Section 6 of Notice PIH 2020-32, including offering the family the opportunity to attend an in-person briefing or have a one-on-one briefing over the phone, as appropriate.</p> <p>The PHA will conduct remote briefings via a video conferencing platform when available. If applicants are unable to adequately access the video conferencing platform, the briefing will be conducted by telephone conferencing call-in. If the family is unable to adequately access the telephone conferencing call-in, the remote briefing will be postponed, and an in-person alternative or one-on-one briefing over the phone will be provided.</p> <p>The PHA will provide login information and/or conferencing call-in information and an electronic copy of the briefing packet via email at least five business days before the briefing. The PHA will provide a paper copy of the briefing packet upon family request, and may reschedule the briefing to allow adequate time for the family to receive the physical briefing packet.</p> <p>The PHA will ensure that all electronic information stored or transmitted as part of the briefing meets the requirements for accessibility for persons with disabilities and persons with LEP, and is secure, including ensuring personally identifiable information (PII) is protected.</p> <p>The PHA will ensure that families who participate in remote briefings have the opportunity to ask questions as part of the briefing.</p> <p>If families lose connectivity during any remote briefing or otherwise feel they were unable to access information presented during the briefing, the family may request a one-on-one briefing over the phone or in person with the PHA.</p>	<p><b>5-I.B. BRIEFING [24 CFR 982.301] Conducting Remote Briefings</b></p> <p>None</p>
7-11	<p><b>7-II.A. VERIFICATION OF LEGAL IDENTITY</b></p> <p>The HACFL will accept a notarized agreement of child custody for the first 12 months of subsidy, after which court awarded custody documents must be furnished to the HACFL showing Temporary or</p>	<p><b>7-II.A. VERIFICATION OF LEGAL IDENTITY</b></p> <p>NONE</p>

	Permanent custody of the minor through the legal court system.	
8-12	<b>Inspection Costs [Notice PIH 2016-05]</b> The PHA will not charge a fee for failed reinspections.	<b>Inspection Costs [Notice PIH 2016-05]</b> NONE
8-12	<b>Remote Video Inspections (RVIs) [Notice PIH 2020-31]</b> The HACFL will not conduct any HQS inspection using RVI.	<b>Remote Video Inspections (RVIs) [Notice PIH 2020-31]</b> None
8-16	<b>8-II.C. ANNUAL/BIENNIAL HQS INSPECTIONS [24 CFR 982.405 and 982.406; Notice PIH 2016-05]</b> Each unit under HAP contract must be inspected biennially within 24 months of the last full HQS inspection. The PHA reserves the right to require annual inspections of any unit or owner at any time. The PHA will not rely on alternative inspection standards.	<b>8-II.C. ANNUAL/BIENNIAL HQS INSPECTIONS [24 CFR 982.405 and 982.406; Notice PIH 2016-05]</b> Each unit under HAP contract must be inspected within 12 months of the last full HQS inspection. The HACFL will not rely on alternative inspection standards.
8-17	<b>8-II.F. INSPECTION RESULTS AND REINSPECTIONS FOR UNITS UNDER HAP CONTRACT</b> <b>Notification of Corrective Actions</b> When life-threatening conditions are identified, the PHA will immediately notify both parties by telephone or email. The notice will specify who is responsible for correcting the violation. The corrective actions must be taken within 24 hours of the PHA's notice. When failures that are not life-threatening are identified, the PHA will send the owner and the family a written notification of the inspection results within five business days of the inspection. The written notice will specify who is responsible for correcting the violation, and the time frame within which the failure must be corrected. Generally, not more than 30 days will be allowed for the correction. The notice of inspection results will inform the owner that if life-threatening conditions are not corrected within 24 hours, and non-life-threatening conditions are not corrected within the specified time frame (or any PHA-approved extension), the owner's HAP will be abated in accordance with PHA policy (see 8-II.G.). Likewise, in the case of family caused deficiencies, the notice will inform the family that if corrections are not made within the specified time frame (or any PHA-approved extension, if applicable) the family's assistance will be terminated in accordance with PHA policy (see Chapter 12).	<b>8-II.F. INSPECTION RESULTS AND REINSPECTIONS FOR UNITS UNDER HAP CONTRACT</b> <b>Notification of Corrective Actions</b> When life-threatening conditions are identified, the PHA will immediately notify both parties by telephone , facsimile, or email. The notice will specify who is responsible for correcting the violation. The corrective actions must be taken within 24 hours of the PHA's notice. When failures that are not life-threatening are identified, the PHA will send the owner and the family a written notification of the inspection results within five 5 business days of the inspection. The written notice will specify who is responsible for correcting the violation, and the time frame within which the failure must be corrected. Generally, not more than 30 days will be allowed for the correction. The notice of inspection results will inform the owner that if life-threatening conditions are not corrected within 24 hours, and non-life threatening conditions are not corrected within the specified time frame (or any PHA-approved extension), the owner's HAP will be abated in accordance with PHA policy (see 8-II.G.). Likewise, in the case of family caused deficiencies, the notice will inform the family that if corrections are not made within the specified time frame (or any PHA-approved extension, if applicable) the family's assistance will be terminated in accordance with PHA policy (see Chapter 12).
8-19	<b>8-II.G. ENFORCING OWNER COMPLIANCE -HAP Abatement</b> The HACFL will make all HAP abatements effective the first of the month following the expiration of the HACFL specified correction period (including any extension). The HACFL will inspect abated units within five business days of the owner's notification that the work has been completed. Payment will resume effective on the day the unit passes inspection. During any abatement period the family continues to be responsible for its share of the rent.	<b>8-II.G. ENFORCING OWNER COMPLIANCE -HAP Abatement</b> The HACFL will make all HAP abatements effective the first of the month following the expiration of the HACFL specified correction period (including any extension). The HACFL will inspect abated units within 5 business days of the owner's notification that the work has been completed. Payment will resume effective on the day the unit passes inspection. During any abatement period the family continues to be responsible for its share of the rent. The owner must

	The owner must not seek payment from the family for abated amounts and may not use the abatement as cause for eviction.	not seek payment from the family for abated amounts and may not use the abatement as cause for eviction.
16-9	<p><b>16-III.B. INFORMAL REVIEWS -Scheduling an Informal Review</b></p> <p>A request for an informal review must be made in writing and delivered to the HACFL either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of the PHA's denial of assistance.</p> <p>The PHA must schedule and send written notice of the informal review within 10 business days of the family's request. If the informal review will be conducted remotely, at the time the PHA notifies the family of the informal review, the family will be informed: Regarding the processes to conduct a remote informal review; That, if needed, the PHA will provide technical assistance prior to and during the informal review; and That if the family or any individual witness has any technological, resource, or accessibility barriers preventing them from fully accessing the remote informal review, the family may inform the PHA and the PHA will assist the family in either resolving the issues or allow the family to participate in an in-person informal review, as appropriate.</p>	<p><b>16-III.B. INFORMAL REVIEWS -Scheduling an Informal Review</b></p> <p>A request for an informal review must be made in writing and delivered to the HACFL either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of the PHA's denial of assistance.</p> <p>The PHA must schedule and send written notice of the informal review within 10 business days of the family's request.</p>
16-13	<p><b>16-III.B. INFORMAL REVIEWS -Conducting Remote Informal Reviews</b></p> <p>The PHA will conduct remote informal reviews via a video conferencing platform, when available. If, after attempting to resolve any barriers, applicants are unable to adequately access the video conferencing platform at any point, or upon applicant request, the informal review will be conducted by telephone conferencing call-in. If the family is unable to adequately access the telephone conferencing call-in at any point, the remote informal review will be postponed, and an in-person alternative will be provided promptly within a reasonable time. At least five business days prior to scheduling the remote review, the PHA will provide the family with login information and/or conferencing call-in information and an electronic and/or physical copy of all materials being presented via first class mail and/or email. The notice will advise the family of technological requirements for the hearing and request the family notify the PHA of any known barriers. The PHA will resolve any barriers using the guidance in Section 6 of Notice PIH 2020-32, including offering the family the opportunity to attend an in-person hearing. If the informal review is to be conducted remotely, the PHA will require the family to provide any documents directly relevant to the informal review at least 24 hours before the scheduled review through the mail, via email, or text. The PHA will scan and email copies of these documents to the PHA representative the same day. Documents will be shared electronically whenever possible. The PHA will follow up the email with a phone call and/or email to the applicant at least one business day prior to the remote informal review to ensure that the applicant received all information and is comfortable accessing the video conferencing or call-in platform. The PHA will ensure that all electronic information stored or transmitted with</p>	<p><b>16-III.B. INFORMAL REVIEWS -Conducting Remote Informal Reviews</b></p> <p>The HACFL will conduct remote informal reviews via telephone conferencing call-in or via videoconferencing. If the informal review will be conducted via videoconferencing, the HACFL will ensure that all applicants, applicant representatives, HACFL representatives and the person conducting the informal review can adequately access the platform (i.e., hear, be heard, see, and be seen). If any applicant, applicant representative, HACFL representative, or person conducting the informal review is unable to effectively utilize the videoconferencing platform, the informal review will be conducted by telephone conferencing call-in. Whether the informal review is to be conducted via videoconferencing or telephone call-in, the HACFL will provide all parties login information and/or conferencing call-in information before the review.</p>

	respect to the informal review is secure, including protecting personally identifiable information (PII), and meets the requirements for accessibility for persons with disabilities and persons with LEP.	
16-16	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] - Conducting Informal Hearings Remotely</b></p> <p>The PHA will conduct remote informal hearings via a video conferencing platform, when available. If, after attempting to resolve any barriers, participants are unable to adequately access the video conferencing platform at any point, or upon request, the informal hearing will be conducted by telephone conferencing call-in. If the family is unable to adequately access the telephone conferencing call-in at any point, the remote informal hearing will be postponed, and an in-person alternative will be provided promptly within a reasonable time.</p> <p>At least five business days prior to scheduling the remote hearing, the PHA will provide the family with login information and/or conferencing call-in information and an electronic copy of all materials being presented via first class mail and/or email. The notice will advise the family of technological requirements for the hearing and request the family notify the PHA of any known barriers. The PHA will resolve any barriers using the guidance in Section 6 of Notice PIH 2020-32, including offering the family the opportunity to attend an in-person hearing.</p> <p>The PHA will follow up with a phone call and/or email to the family at least one business day prior to the remote informal hearing to ensure that the family received all information and is comfortable accessing the video conferencing or call-in platform. The PHA will ensure that all electronic information stored or transmitted with respect to the informal hearing is secure, including protecting personally identifiable information (PII), and meets the requirements for accessibility for persons with disabilities and persons with LEP.</p>	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555]- Conducting Informal Hearings Remotely</b></p> <p>The HACFL will conduct remote informal hearings via telephone conferencing call-in or via videoconferencing. If the informal hearing will be conducted via videoconferencing, the HACFL will ensure that all participants, participant representatives, advocates, witnesses, HACFL representatives, and the hearing officer can adequately access the platform (i.e., hear, be heard, see, and be seen). If any participant, representative, advocate, witness, HACFL representative, or hearing officer is unable to effectively utilize the videoconferencing platform, the informal hearing will be conducted by telephone conferencing call-in.</p> <p>Whether the informal hearing is to be conducted via videoconferencing or telephone call-in, the HACFL will provide all parties login information and/or telephone call-in information before the hearing.</p>
16-17	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Informal Hearing Procedures Notice to the Family [24 CFR 982.555(c)]</b></p> <p>In cases where the HACFL makes a decision for which an informal hearing must be offered, the notice to the family will include all of the following:</p> <p>The proposed action or decision of the HACFL.</p> <p>A brief statement of the reasons for the decision, including the regulatory reference. The date the proposed action will take place. A statement of the family's right to an explanation of the basis for the HACFL's decision. A statement that if the family does not agree with the decision the family may request an informal hearing of the decision.</p> <p>A deadline for the family to request the informal hearing. To whom the hearing request should be addressed. A copy of the HACFL's hearing procedures.</p>	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Informal Hearing Procedures Notice to the Family [24 CFR 982.555(c)]</b></p> <p>In cases where the HACFL makes a decision for which an informal hearing must be offered, the notice to the family will include all of the following:</p> <p>The proposed action or decision of the HACFL.</p> <p>A brief statement of the reasons for the decision, including the regulatory reference.</p> <p>The date the proposed action will take place.</p> <p>A statement of the family's right to an explanation of the basis for the HACFL's decision.</p> <p>A statement that if the family does not agree with the decision the family may request an informal hearing of the decision. A deadline for the family to request the informal hearing. To whom the hearing request should be addressed. A copy of the HACFL's hearing procedures. If the HACFL will require that the hearing be conducted remotely, at the time the notice is sent to the family informing them of the right to request an informal hearing, the family will be notified that the</p>

		informal hearing will be conducted remotely. The family will be informed of the processes involved in a remote informal hearing and that the HACFL will provide technical assistance, if needed, before the informal hearing.
16-18	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Scheduling an Informal Hearing [24 CFR 982.555(d)]</b> A request for an informal hearing must be made in writing and delivered to the PHA either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of the PHA's decision or notice to terminate assistance.</p> <p>The PHA must schedule and send written notice of the informal hearing to the family within 10 business days of the family's request. If the PHA hearing will be conducted remotely, at the time the notice is sent to the family, the family will be notified:</p> <p>Regarding the processes involved in a remote informal hearing; That the PHA will provide technical assistance prior to and during the informal hearing, if needed; and That if the family or any individual witness has any technological, resource, or accessibility barriers, the family may inform the PHA and the PHA will assist the family in either resolving the issue or allow the family to participate in an in-person hearing, as appropriate.</p> <p>The family may request to reschedule a hearing for good cause, or if it is needed as a reasonable accommodation for a person with disabilities. Good cause is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family.</p> <p>Requests to reschedule a hearing must be made orally or in writing prior to the hearing date. At its discretion, the PHA may request documentation of the "good cause" prior to rescheduling the hearing.</p> <p>If the family does not appear within 20 minutes of the scheduled time, and was unable to reschedule the hearing in advance due to the nature of the conflict, the family must contact the PHA within 24 hours of the scheduled hearing date, excluding weekends and holidays. The PHA will reschedule the hearing only if the family can show good cause for the failure to appear, or if it is needed as a reasonable accommodation for a person with disabilities. If the family cannot show good cause for the failure to appear, or a rescheduling is not needed as a reasonable accommodation, the PHA's decision will stand.</p>	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Scheduling an Informal Hearing [24 CFR 982.555(d)]</b> A request for an informal hearing must be made in writing and delivered to the HACFL either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of the HACFL's decision or notice to terminate assistance.</p> <p>The HACFL must schedule and send written notice of the informal hearing to the family within 14 business days of the family's request unless the HACFL has been unable to obtain a Hearing Officer for the Hearing. In such cases the HACFL must schedule and send written notice of the informal hearing no later than 30 days from the request of the hearing.</p> <p>The family may request to reschedule a hearing for good cause, or if it is needed as a reasonable accommodation for a person with disabilities. Good cause is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family. Requests to reschedule a hearing must be made orally or in writing prior to the hearing date. At its discretion, the PHA may request documentation of the "good cause" prior to rescheduling the hearing.</p> <p>If the family does not appear within 20 minutes after the scheduled time, and was unable to reschedule the hearing in advance due to the nature of the conflict, the family must contact the HACFL within 24 hours of the scheduled hearing date, excluding weekends and holidays. The HACFL will reschedule the hearing only if the family can document good cause for the failure to appear, or if it is needed as a reasonable accommodation for a person with disabilities.</p> <p>Applicants who fail to attend two scheduled hearings will not be given another opportunity for a hearing, and the HACFL's original decision will stand.</p>
16-19	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Pre-Hearing Right to Discovery [24 CFR 982.555(e)]</b></p> <p>The family will be allowed to copy any documents related to the hearing at no cost to the family. The family must request discovery of PHA documents no later than 12:00 p.m. on the business day prior to the scheduled hearing date.</p>	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Pre-Hearing Right to Discovery [24 CFR 982.555(e)]</b></p> <p>The family will be allowed to copy any documents related to the hearing at a cost of \$.25 per page. The family must request discovery of HACFL documents no later than 12:00 p.m. on the business day prior to the scheduled hearing date.</p>
16-19	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Pre-Hearing Right to Discovery [24 CFR 982.555(e)]</b> For in-person hearings, the PHA will not require pre-hearing discovery by the PHA of family documents directly relevant to the hearing. If the informal hearing is to be conducted remotely, the PHA will require the family to provide any documents directly relevant to the informal hearing at least 24 hours before the scheduled hearing through the mail, via email, or text. The PHA will scan and email copies of these documents to the hearing officer and the PHA representative the same day. Documents will be shared electronically whenever possible.</p>	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Pre-Hearing Right to Discovery [24 CFR 982.555(e)]</b> For in-person hearings, the HACFL will not require pre-hearing discovery by the HACFL of family documents directly relevant to the hearing. If the informal hearing is to be conducted remotely, the HACFL will require the family to provide any documents directly relevant to the informal hearing at least 24 hours before the scheduled hearing. The HACFL will scan and email copies of these documents to the hearing officer and the HACFL representative the same day. Documents will be shared electronically whenever possible.</p>

16-22	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Evidence [24 CFR 982.555(e)(5)]</b></p> <p>Any evidence to be considered by the hearing officer must be presented at the time of the hearing. There are four categories of evidence. Oral evidence: the testimony of witnesses. Documentary evidence: a writing which is relevant to the case, for example, a letter written to the HACFL. Writings include all forms of recorded communication or representation, including letters, words, pictures, sounds, videotapes or symbols or combinations thereof. Demonstrative evidence: Evidence created specifically for the hearing and presented as an illustrative aid to assist the hearing officer, such as a model, a chart or other diagram. Real evidence: A tangible item relating directly to the case. Hearsay Evidence is evidence based not on a witness' personal knowledge. In and of itself, hearsay evidence carries no weight when making a finding of fact. The hearing officer may include hearsay evidence when considering their decision if it is corroborated by other evidence. Even though hearsay evidence is generally admissible in a hearing, the hearing officer will not base a hearing decision on hearsay alone unless there is clear probative value and credibility of the evidence, and the party seeking the change has met the burden of proof.</p> <p>If either the HACFL (or the family, if required in a remote hearing) fail to comply with the discovery requirements described above, the hearing officer will refuse to admit such evidence. Other than the failure of a party to comply with discovery, the hearing officer has the authority to overrule any objections to evidence.</p>	<p><b>16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] Evidence [24 CFR 982.555(e)(5)]</b></p> <p>Any evidence to be considered by the hearing officer must be presented at the time of the hearing. There are four categories of evidence.</p> <p>Oral evidence: the testimony of witnesses</p> <p>Documentary evidence: a writing which is relevant to the case, for example, a letter written to the HACFL. Writings include all forms of recorded communication or representation, including letters, words, pictures, sounds, videotapes or symbols or combinations thereof.</p> <p>Demonstrative evidence: Evidence created specifically for the hearing and presented as an illustrative aid to assist the hearing officer, such as a model, a chart or other diagram.</p> <p>Real evidence: A tangible item relating directly to the case.</p> <p>Hearsay Evidence is evidence of a statement that was made other than by a witness while testifying at the hearing and that is offered to prove the truth of the matter. Even though evidence, including hearsay, is generally admissible, hearsay evidence alone cannot be used as the sole basis for the hearing officer's decision.</p> <p>If either the HACFL or the family fail to comply with the discovery requirements described above, the hearing officer will refuse to admit such evidence.</p> <p>Other than the failure of a party to comply with discovery, the hearing officer has the authority to overrule any objections to evidence.</p>
17-3	<p><b>17-I.A. OVERVIEW [24 CFR 983.5; FR Notice 1/18/17; Notice PIH 2017-21] Additional Project-Based Units [FR Notice 1/18/17; Notice PIH 2017-21]</b></p> <p>The PHA may project-base up to an additional 10 percent of its authorized units, up to 30 percent, in accordance with HUD regulations and requirement</p>	<p><b>17-I.A. OVERVIEW [24 CFR 983.5; FR Notice 1/18/17; Notice PIH 2017-21] Additional Project-Based Units [FR Notice 1/18/17; Notice PIH 2017-21]</b></p> <p>NONE</p>
17-3	<p><b>17-I.A. OVERVIEW [24 CFR 983.5; FR Notice 1/18/17; Notice PIH 2017-21] Units Not Subject to the PBV Program Limitation [FR Notice 1/18/17]</b></p> <p>The HACFL may project-base units not subject to the 20 percent cap in accordance with HUD regulations and requirements.</p>	<p><b>17-I.A. OVERVIEW [24 CFR 983.5; FR Notice 1/18/17; Notice PIH 2017-21] Units Not Subject to the PBV Program Limitation [FR Notice 1/18/17]</b></p> <p>NONE</p>
17-6 17-7 17-8	<p><b>17-II.B. OWNER PROPOSAL SELECTION PROCEDURES [24 CFR 983.51(b)] Solicitation and Selection of PBV Proposals [24 CFR 983.51(c)]</b></p> <p>The advertisement will state the number of vouchers available to be project-based, the type of units that will be considered, the submission deadline, and will note how to obtain the full RFP with information on the application and selection process. Advertisements will also contain a statement that participation in the PBV program requires compliance with Fair Housing and Equal Opportunity (FHEO) requirements.</p>	<p><b>17-II.B. OWNER PROPOSAL SELECTION PROCEDURES [24 CFR 983.51(b)] Solicitation and Selection of PBV Proposals [24 CFR 983.51(c)]</b></p> <p>NONE</p>
17-29	<p><b>17-V.C. AMENDMENTS TO THE HAP CONTRACT Addition of Contract Units [FR Notice 1/18/17 and Notice PIH 2017-21]</b></p> <p>The PHA will add units to the contract on a case-by-</p>	<p><b>17-V.C. AMENDMENTS TO THE HAP CONTRACT Addition of Contract Units [FR Notice 1/18/17 and Notice PIH 2017-21]</b></p>

	case basis to ensure the availability of affordable housing as long as the addition of units does not exceed allowable project caps.	The HACFL will not add contract units to the HAP contract.
19-29	<p><b>19-V.D. ORGANIZATION OF THE WAITING LIST [24 CFR 983.251(c); Notice PIH 2019-23]</b> The HACFL will establish and manage separate waiting lists for individual projects or buildings that are receiving RAD PBV assistance. The HACFL currently has waiting lists for the following RAD PBV projects: - Site formally know as Suncrest Court. For any applicants on the public housing waiting list that are likely to be ineligible for admission to a covered project converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the PHA will consider transferring such household, consistent with program requirements for administration of waiting lists, to the PHA's remaining public housing waiting lists or to another voucher waiting list, in addition to transferring such household to the waiting list for the covered project. To the extent any wait list relies on the date and time of application, the applicants shall have priority on the wait lists to which their application was transferred in accordance with the date and time of their application to the original waiting list. The PHA will maintain the project-specific waiting list in accordance with all applicable civil rights and fair housing regulations found at 24 CFR 903.7(b)(2)(ii)-(iv). The PHA will provide applicants full information about each development, including an estimate of the wait time, location, occupancy, number and size of accessible units, and amenities like day care, security, transportation, and training programs at each development with a site-based waiting list. The system for selection will be consistent with all applicable civil rights and fair housing laws and regulations and may not be in conflict with any imposed or pending court order, settlement agreement, or complaint brought by HUD. The HACFL will give priority to participants moving under a VAWA emergency transfer from one PBV development to another in accordance with Section 18-VI.E.</p>	<p><b>19-V.D. ORGANIZATION OF THE WAITING LIST [24 CFR 983.251(c); Notice PIH 2019-23]</b> HACFL Policy. The HACFL will establish and manage separate waiting lists for individual projects or buildings that are receiving RAD PBV assistance. The HACFL currently has waiting lists for the following RAD PBV projects: - Site formally know as Suncrest Court. For any applicants on the public housing waiting list that are likely to be ineligible for admission to a covered project converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the PHA will consider transferring such household, consistent with program requirements for administration of waiting lists, to the PHA's remaining public housing waiting lists or to another voucher waiting list, in addition to transferring such household to the waiting list for the covered project. To the extent any wait list relies on the date and time of application, the applicants shall have priority on the wait lists to which their application was transferred in accordance with the date and time of their application to the original waiting list. The PHA will maintain the project-specific waiting list in accordance with all applicable civil rights and fair housing regulations found at 24 CFR 903.7(b)(2)(ii)-(iv). The PHA will provide applicants full information about each development, including an estimate of the wait time, location, occupancy, number and size of accessible units, and amenities like day care, security, transportation, and training programs at each development with a site-based waiting list. The system for selection will be consistent with all applicable civil rights and fair housing laws and regulations and may not be in conflict with any imposed or pending court order, settlement agreement, or complaint brought by HUD. The HACFL will assess any changes in racial, ethnic or disability-related tenant composition at each HACFL site that may have occurred during the implementation of the site-based waiting list, based on confirmed and accurate PIC occupancy data. At least every three years, the HACFL will use independent testers to assure that the site-based system is not being implemented in a discriminatory manner. The HACFL will give priority to participants moving under a VAWA emergency transfer from one PBV development to another in accordance with Section 18-VI.E.</p>
TSP-4	<p><b>TPS-I.B. SERVICE FEES HACFL Policy</b> The eligible uses for service fees include: Housing search assistance, which may include activities such as, but not limited to, helping a family identify and visit potentially available units during their housing search, helping to find a unit that meets the household's disability-related needs, providing transportation and directions, assisting with the completion of rental applications and PHA forms, and helping to expedite the</p>	<p><b>TPS-I.B. SERVICE FEES - NONE</b></p>



	<p>EHV leasing process for the family.</p> <p>Application fees/non-refundable administrative or processing fees/refundable application deposit assistance. The PHA may choose to assist the family with some or all these expenses. Holding fees are fees an owner request that are rolled into the security deposit after an application is accepted but before a lease is signed. The PHA may cover part or all of the holding fee for units where the fee is required by the owner after a tenant's application has been accepted but before the lease signing. The PHA and owner must agree how the holding fee gets rolled into the deposit, and under what conditions the fee will be returned. In general, owners need to accept responsibility for making needed repairs to a unit required by the initial housing quality standards (HQS) inspections and can only keep the holding fee if the client is at fault for not entering into a lease.</p> <p>Security deposit assistance. The amount of the security deposit assistance may not exceed the lesser of two months' rent to owner, the maximum-security deposit allowed under applicable state and/or local law, or the actual security deposit required by the owner. The PHA will pay the security deposit assistance directly to the owner.</p> <p>Utility deposit assistance/utility arrears. The PHA may provide utility deposit assistance for some or all of the family's utility deposit expenses. Assistance can be provided for deposits (including connection fees) required for the utilities to be supplied by the tenant under the lease. The PHA may pay the utility deposit assistance directly to the utility company or may pay the assistance to the family. If paid to the family, the PHA will require documentation the family paid the utility deposit. The PHA will require the utility supplier or family to return the utility deposit assistance to the PHA at such time the deposit is returned by the utility supplier (less any amounts retained by the utility supplier). In addition, some families may have large balances with gas, electric, water, sewer, or trash companies that will make it difficult if not impossible to establish services for tenant-supplied utilities. The PHA may also provide the family with assistance to help address these utility arrears to facilitate leasing. Utility deposit assistance returned to the PHA will be used for either services fee eligible uses or other EHV administrative costs, as required by HUD.</p> <p>Owner recruitment and outreach for EHV's. The PHA may use the service fee funding to conduct owner recruitment and outreach specifically for EHV's. In addition to traditional owner recruitment and outreach, activities may include conducting pre-inspections or otherwise expediting the inspection process, providing enhanced customer service, and offering owner incentive and/or retention payments.</p> <p>Owner incentive and/or retention payments. The PHA may make incentive or retention payments to owners that agree to initially lease their unit to an EHV family and/or renew the lease of an EHV family.</p> <p>Payments will be made as a single payment at the beginning of the assisted lease term (or lease renewal if a retention payment). Owner incentive and retentions payments are not housing assistance payments, are not part of the rent to owner, and are not taken into consideration when determining whether the rent for the unit is reasonable.</p> <p>Moving expenses (including move-in fees and deposits). The PHA may provide assistance for some or all of the family's reasonable moving expenses when they initially lease a unit with the EHV. The PHA will not provide moving expenses assistance for subsequent moves unless the family is required to move for reasons other than something the family did or failed to do (e.g., the PHA is terminating the HAP contract because the owner did not fulfill the owner responsibilities under the HAP contract or the owner is refusing to offer the family the</p>	
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	<p>opportunity to enter a new lease after the initial lease term, as opposed to the family choosing to terminate the tenancy in order to move to another unit), or a family has to move due to domestic violence, dating violence, sexual assault, or stalking. Tenant-readiness services. The PHA may use fees to help create a customized plan to address or mitigate barriers that individual families may face in renting a unit with an EHV, such as negative credit, lack of credit, negative rental or utility history, or to connect the family to other community resources (including COVID-related resources) that can assist with rental arrears. Essential household items. The PHA may use services fee funding to assist the family with some or all of the costs of acquiring essential household items such as tableware, cooking equipment, beds or bedding, and essential sanitary products such as soap and toiletries. Renter's insurance if required by the lease. The PHA may choose to assist the family with some or all this cost.</p>	
<b>TSP-7</b>	<p><b>TPS-II.A. CONTINUUM OF CARE (CoC)</b> The HACFL has entered into an MOU with Broward County Partnerships Division Homeless Initiative Partnership Section (HIP). See Exhibit TPS-1 for a copy of the MOU.</p>	<b>TPS-II.A. CONTINUUM OF CARE (CoC) - NONE</b>
<b>TSP-7</b>	<p><b>TPS-II.B. OTHER PARTNERING ORGANIZATIONS</b> The HACFL has added Women In Distress to the MOU between the PHA and CoC. See Exhibit TPS-1 for a copy of the MOU.</p>	<b>TPS-II.B. OTHER PARTNERING ORGANIZATIONS - NONE</b>
<b>TSP-8</b>	<p><b>TPS-II.C. REFERRALS</b> <b>CoC and Partnering Agency Referrals</b> The CoC or partnering agency must establish and implement a system to identify EHV-eligible individuals and families within the agency's caseload and make referrals to the PHA. The CoC or other partnering agency must certify that the EHV applicants they refer to the PHA meet at least one of the four EHV eligibility criteria. The PHA will maintain a copy of the referral or certification from the CoC or other partnering agency in the participant's file along with other eligibility paperwork. Homeless service providers may, but are not required to, use the certification form found in Exhibit TPS-2 of this chapter. Victim services providers may, but are not required to, use the certification form found in Exhibit TPS-3 of this chapter when identifying eligible families who qualify as victims of human trafficking. As part of the MOU, the PHA and CoC or other partnering agency will identify staff positions to serve as lead EHV liaisons. These positions will be responsible for transmission and acceptance of referrals. The CoC or partnering agency must commit sufficient staff and resources to ensure eligible individuals and families are identified and determined eligible in a timely manner. The PHA liaison responsible for acceptance of referrals will contact the CoC or partnering agency liaison via email indicating the number of vouchers available and requesting an appropriate number of referrals. No more than five business days from the date the CoC or partnering agency receives this notification, the CoC or partnering agency liaison will</p>	<b>TPS-II.C. REFERRALS</b> <b>CoC and Partnering Agency Referrals - NONE</b>

	provide the PHA with a list of eligible referrals including the name, address, and contact phone number for each adult individual who is being referred; a completed release form for each adult family member; and a written certification for each referral indicating they are EHV-eligible.	
<b>TSP-9</b>	<p><b>TPS-III. A. HCV WAITING LIST</b> HACFL Policy</p> <p>The PHA will post information about the EHV program for families on the PHA's HCV waiting list on their website. The notice will:</p> <p>Describe the eligible populations to which EHV's are limited Clearly state that the availability of these EHV's is managed through a direct referral process</p> <p>Advise the family to contact the CoC (or any other PHA referral partner, if applicable) if the family believes they may be eligible for EHV assistance The PHA will ensure effective communication with persons with disabilities, including those with vision, hearing, and other communication-related disabilities in accordance with Chapter 2. The PHA will also take reasonable steps to ensure meaningful access for persons with limited English proficiency (LEP) in accordance with Chapter 2.</p>	<p><b>TPS-III. A. HCV WAITING LIST</b></p> <p>NONE</p>
<b>TSP-10</b>	<p><b>TPS-III.C. PREFERENCES</b></p> <p><b>HCV Waiting List Preferences HACFL Policy</b></p> <p>The HACFL will refer any applicant on the waiting list that indicates they qualify for the homeless preference or a VAWA preference to the CoC or the applicable partnering referral agency. The CoC or partnering referral agency will determine if the family is eligible (based on the qualifying definition for EHV assistance for homelessness or those fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking or another eligible category as applicable) for an EHV. The CoC will also determine if the family is eligible for other homeless assistance through the CE system.</p>	<p><b>TPS-III.C. PREFERENCES</b></p> <p><b>HCV Waiting List Preferences</b></p> <p>NONE</p>
<b>TSP-10</b>	<p><b>TPS-III.C. PREFERENCES - EHV Waiting List Preferences</b></p> <p>No local preferences have been established for the EHV waiting list.</p>	<p><b>TPS-III.C. PREFERENCES - EHV Waiting List Preferences</b></p> <p>NONE</p>
<b>TSP-12</b>	<p><b>TPS-IV.C. PHA SCREENING - Mandatory Denials</b></p> <p>While the PHA will deny admission to the program if any adult member (or head of household or spouse, regardless of age) fails to sign and submit consent forms, the PHA will first notify the family of the limited EHV grounds for denial of admission as part of the notice of denial that will be mailed to the family.</p>	<p><b>TPS-IV.C. PHA SCREENING - Mandatory Denials</b> NONE</p>
<b>TSP-13</b>	<p><b>TPS-IV.C. PHA SCREENING - Permissive Denial</b></p> <p>In consultation with the CoC, the HACFL will apply permissive prohibition to the screening of EHV applicants. Determinations using permissive prohibitions will be made based on an individualized assessment of relevant mitigating information in accordance with policies in Section 3-III.E. The HACFL will establish the following permissive prohibitions:</p> <p>If the HACFL determines that any household member is currently engaged in, or has engaged in within the previous 12 months: Violent criminal activity</p> <p>Other criminal activity that may threaten the health,</p>	<p><b>TPS-IV.C. PHA SCREENING - Permissive Denial</b></p> <p>NONE</p>

	<p>safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity</p> <p>If any member of the family has committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program within the previous 12 months.</p> <p>If the family engaged in or threatened abusive or violent behavior toward HACFL personnel within the previous 12 months.</p> <p>The HACFL will also deny assistance to household members already receiving assistance from another program in accordance with Section 9(h) of Notice PIH 2021-15.</p> <p>Prohibitions based on criminal activity for the eligible EHV populations regarding drug possession will be considered apart from criminal activity against persons (i.e., violent criminal activity). In compliance with PIH 2021-15, the PHA will not deny an EHV applicant admission regardless of whether:</p> <p>Any member of the family has been evicted from federally assisted housing in the last five years;</p> <p>A HACFL has ever terminated assistance under the program for any member of the family;</p> <p>The family currently owes rent or other amounts to the HACFL or to another HACFL in connection with Section 8 or public housing assistance under the 1937 Act;</p> <p>The family has not reimbursed any HACFL for amounts paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease;</p> <p>The family breached an agreement with the HACFL to pay amounts owed to a HACFL, or amounts paid to an owner by a HACFL;</p> <p>The family would otherwise be prohibited admission under alcohol abuse standards established by the HACFL in accordance with 24 CFR 982.553(a)(3);</p> <p>The HACFL determines that any household member is currently engaged in or has engaged in during a reasonable time before the admission, drug-related criminal activity.</p>	
TSP-15	<p><b>TPS-IV.D. INCOME VERIFICATION AT ADMISSION Self-Certification at Admission</b></p> <p>Any documents used for verification must be the original (not photocopies) and dated within the 60-day period prior to admission. The documents must not be damaged, altered, or in any way illegible. Printouts from webpages are considered original documents.</p> <p>Any family self-certifications must be made in a format acceptable to the HACFL and must be signed by the family member whose information or status is being verified.</p> <p>The HACFL will incorporate additional procedures to remind families of the obligation to provide true and complete information in accordance with Chapter 14. The HACFL will address any material discrepancies (i.e., unreported income or a substantial difference in reported income) that may arise later. The HACFL may, but is not required to, offer the family a repayment agreement in accordance with Chapter 16. If the family fails to</p>	<p><b>TPS-IV.D. INCOME VERIFICATION AT ADMISSION Self-Certification at Admission</b></p> <p>NONE</p>

	<p>repay the excess subsidy, the HACFL will terminate the family's assistance in accordance with the policies in Chapter 12.</p>	
<b>TSP-16</b>	<p><b>TPS-IV.D. INCOME VERIFICATION AT ADMISSION - Recently Conducted Income Determinations</b></p> <p>The HACFL will accept income calculations and verifications from third-party providers provided they meet the criteria outlined above.</p> <p>The family certification must be made in a format acceptable to the HACFL and must be signed by all adult family members whose information or status is being verified.</p> <p>At the time of the family's annual reexamination the HACFL must conduct the annual reexamination of income as outlined at 24 CFR 982.516 and HACFL policies in Chapter 11.</p>	<p><b>TPS-IV.D. INCOME VERIFICATION AT ADMISSION - Recently Conducted Income Determinations</b></p> <p>NONE</p>
<b>TSP-17</b>	<p><b>TPS-IV.E. SOCIAL SECURITY NUMBER AND CITIZENSHIP STATUS VERIFICATION</b></p> <p>The HACFL will admit EHV applicants who are unable to provide the required SSN or citizenship documentation during the initial eligibility determination. These individuals must provide the required documentation in accordance with policies in Chapter 7 within 180 days of admission. The HACFL may provide an additional 60-day extension based on evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation.</p> <p>If the HACFL determines that an ineligible family received assistance, the HACFL will take steps to terminate that family from the program in accordance with policies in Chapter 12.</p>	<p><b>TPS-IV.E. SOCIAL SECURITY NUMBER AND CITIZENSHIP STATUS VERIFICATION</b></p> <p>NONE</p>
<b>TSP-17</b>	<p><b>TPS-IV.F. AGE AND DISABILITY VERIFICATION</b></p> <p>The HACFL will accept self-certification of date of birth and disability status if a higher form of verification is not immediately available. The certification must be made in a format acceptable to the HACFL and must be signed by the family member whose information or status is being verified. If self-certification is accepted, within 90 days of admission, the HACFL will verify the information in EIV or through other third-party verification if the information is not available in EIV. The HACFL will note the family's file that self-certification was used as initial verification and include an EIV printout or other third-party verification confirming the applicant's date of birth and/or disability status. If the PHA determines that an ineligible family received assistance, the PHA will take steps to terminate that family from the program in accordance with policies in Chapter 12.</p>	<p><b>TPS-IV.F. AGE AND DISABILITY VERIFICATION</b></p> <p>NONE</p>
<b>TSP-19</b>	<p><b>TPS-IV.G. INCOME TARGETING</b></p> <p>The HACFL will not include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.</p>	<p><b>TPS-IV.G. INCOME TARGETING</b></p> <p>NONE</p>
<b>TSP-20</b>	<p><b>TPS-V.A. INITIAL VOUCHER TERM</b></p> <p>All EHV's will have an initial term of 120 calendar days. The family must submit a Request for Tenancy Approval and proposed lease within the</p>	<p><b>TPS-V.A. INITIAL VOUCHER TERM</b></p> <p>NONE</p>

	120-day period unless the HACFL grants an extension based on the extension policy outlines in Chapter 5.	
<b>TSP-21</b>	<p><b>TPS-V.B. HOUSING SEARCH ASSISTANCE HACFL</b></p> <p>As identified in the MOU between the HACFL and CoC, the following housing search assistance will be provided to each EHV family:</p> <p>The HACFL will: Conduct owner outreach in accordance with policies in Chapter 13 Provide directions to potential units as part of the EHV briefing packet. Expedite the EHV leasing process for the family to the extent practicable and in accordance with policies in this chapter At least every 30 days, conduct proactive check-ins via email and telephone with families who are searching with an EHV and remind them of their voucher expiration date. Assign a dedicated landlord liaison for EHV voucher families The CoC will: Help families identify potentially available units during their housing search, including physically accessible units with features for family members with disabilities, as well as units in low-poverty neighborhoods. Provide transportation assistance to potential units Assist the family with the completion of rental applications and HACFL forms</p>	<b>TPS-V.B. HOUSING SEARCH ASSISTANCE</b> NONE
<b>TSP-21</b>	<p><b>TPS-V.C. HQS PRE-INSPECTIONS</b></p> <p>To expedite the leasing process, the HACFL may pre-inspect available units that EHV families may be interested in leasing to maintain a pool of eligible units. If an EHV family selects a unit that passed a HQS pre-inspection (without intervening occupancy) within 45 days of the date of the Request for Tenancy Approval, the unit may be approved provided that it meets all other conditions under 24 CFR 982.305.</p> <p>The family will be free to select his or her unit. When a pre-inspected unit is not selected, the HACFL will make every effort to fast-track the inspection process, including adjusting the normal inspection schedule for any required re-inspections.</p>	
<b>TSP-23</b>	<p><b>TPS-V.E. PORTABILITY - Family Briefing</b></p> <p>In addition to following HACFL policy on briefings in Chapter 5, as part of the briefing packet for EHV families, the HACFL will include a written notice that the HACFL will assist the family with moves under portability.</p> <p>For limited English proficient (LEP) applicants, the HACFL will provide interpretation services in accordance with the HACFL's LEP plan (See Chapter 2).</p>	<b>TPS-V.E. PORTABILITY - Family Briefing</b> NONE
<b>TSP-23</b>	<p><b>TPS-V.E. PORTABILITY - Coordination of Services</b></p> <p>For EHV families who are exercising portability, when the HACFL contacts the receiving PHA in accordance with Section 10-II.B. Preapproval Contact with Receiving PHA, the HACFL will consult and coordinate with the receiving PHA to ensure there is no duplication of EHV services and assistance, and ensure the receiving PHA is aware of the maximum amount of services fee funding that</p>	<b>TPS-V.E. PORTABILITY - Coordination of Services</b> NONE

	the HACFL may provide to the receiving PHA on behalf of the family.	
<b>TSP-25</b>	<b>TPS-V.F. PAYMENT STANDARDS Payment Standard Schedule</b> The HACFL will not establish a higher payment standard amount for EHVs. The HACFL will use the same payment standards for HCV and EHV.	<b>TPS-V.F. PAYMENT STANDARDS Payment Standard Schedule</b> NONE
<b>TSP-25</b>	<b>TPS-V.F. PAYMENT STANDARDS Increases in Payment Standards</b> The HACFL will not establish an alternative policy for increases in the payment standard. HACFL policy in Section 11-III.B. governing increases in payment standards will apply to EHV.	<b>TPS-V.F. PAYMENT STANDARDS Increases in Payment Standards</b> NONE

Attachment 2		
HACFL Admissions and Continued Occupancy Policy ACOP – 2021 Revisions		
The ACOP for Public Housing has been revised and has been formatted to match the format of Nan McKay's		
ACOP. Formatting the HACFL's ACOP to that of Nan McKay will make future updates easier and will ensure		
that HUD regulations are incorporated into the HACFL's ACOP timely and accurately.		
Chapter	Suggested New Policy	Current Policy
2-14	<p><b>2-III.B. ORAL INTERPRETATION</b></p> <p>The PHA will utilize a language line for telephone interpreter services.</p> <p>When exercising the option to conduct remote hearings, however, the PHA will coordinate with a remote interpretation service which, when available, uses video conferencing technology rather than voice-only interpretation.</p> <p>Where LEP persons desire, they will be permitted to use, at their own expense, an interpreter of their own choosing, in place of or as a supplement to the free language services offered by the PHA. The PHA, at its discretion, may choose to use the language services even when LEP persons desire to use an interpreter of their choosing. The interpreter may be a family member or friend. If the interpreter chosen by the family is a minor, the PHA will not rely as on the minor to serve as the interpreter.</p> <p>The PHA will analyze the various kinds of contacts it has with the public, to assess language needs and decide what reasonable steps should be taken. "Reasonable steps" may not be reasonable where the costs imposed substantially exceed the benefits.</p> <p>Where feasible and possible, according to its language assistance plan (LAP), the PHA will train and hire bilingual staff to be available to act as interpreters and translators, will pool resources with other PHAs, and will standardize documents.</p>	<p><b>2-III.B. ORAL INTERPRETATION</b></p> <p>The PHA will utilize a language line for telephone interpreter services.</p> <p>Where LEP persons desire, they will be permitted to use, at their own expense, an interpreter of their own choosing, in place of or as a supplement to the free language services offered by the PHA. The interpreter may be a family member or friend.</p> <p>The PHA will analyze the various kinds of contacts it has with the public, to assess language needs and decide what reasonable steps should be taken. "Reasonable steps" may not be reasonable where the costs imposed substantially exceed the benefits.</p> <p>Where feasible and possible, according to its language assistance plan (LAP), the PHA will train and hire bilingual staff to be available to act as interpreters and translators, will pool resources with other PHAs, and will standardize documents.</p>
3-18	<p><b>3-II.E. EIV SYSTEM SEARCHES [Notice PIH 2018-18; EIV FAQs; EIV System Training 9/30/20] Existing Tenant Search</b></p> <p>The PHA will contact the PHA or owner identified in the report to confirm that the family has moved out of the unit and obtain documentation of current tenancy status, including a form HUD-50058 or 50059, as applicable, showing an end of participation. The PHA will only approve assistance contingent upon the move-out from the currently occupied assisted unit.</p>	<p><b>3-II.E. EIV SYSTEM SEARCHES [Notice PIH 2018-18; EIV FAQs; EIV System Training 9/30/20]</b></p> <p>NONE</p>
3-18	<p><b>3-II.E. EIV SYSTEM SEARCHES [Notice PIH 2018-18; EIV FAQs; EIV System Training 9/30/20] Debts Owed to PHAs and Terminations</b></p> <p>The PHA will require each adult household member to sign the form HUD-52675 once at the eligibility determination. Any new members added to the household after admission will be required to sign the form HUD-52675 prior to being added to the household.</p>	<p><b>3-II.E. EIV SYSTEM SEARCHES [Notice PIH 2018-18; EIV FAQs; EIV System Training 9/30/20] Debts Owed to PHAs and Terminations</b></p> <p>NONE</p>



	<p>The PHA will search the Debts Owed to PHAs and Terminations module as part of the eligibility determination for new households and as part of the screening process for any household members added after the household is admitted to the program. If any information on debts or terminations is returned by the search, the PHA will determine if this information warrants a denial in accordance with the policies in Part III of this chapter.</p>	
14-2	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Notice of Denial [24 CFR 960.208(a)]</b>  As applicable, the PHA's notice of denial will include information about required or requested remote informal hearings.</p>	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Notice of Denial [24 CFR 960.208(a)]</b>  None</p>
14-3	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Scheduling an Informal Hearing</b>  A request for an informal hearing must be made in writing and delivered to the PHA either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of the PHA's notification of denial of admission.  The PHA will schedule and send written notice of the informal hearing within 10 business days of the family's request.  If the PHA informal hearing will be conducted remotely, at the time the notice is sent to the family, the family will be informed:  Regarding the processes involved in a remote informal hearing;  That the PHA will provide technical assistance prior to and during the informal hearing, if needed; and  That if the family or any individual witness has any technological, resource, or accessibility barriers preventing them from fully accessing the remote informal hearing, the family may inform the PHA and the PHA will assist the family in either resolving the issues or allow the family to participate in an in-person informal hearing, as appropriate.</p>	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Scheduling an Informal Hearing</b>  A request for an informal hearing must be made in writing and delivered to the PHA either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of the PHA's notification of denial of admission.  The PHA will schedule and send written notice of the informal hearing within 10 business days of the family's request.</p>
14-3	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Remote Informal Hearings</b>  Removed</p>	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Remote Informal Hearings</b>  All PHA policies and processes for remote informal hearings will be conducted in accordance with due process requirements and compliance with HUD regulations.  The PHA has the sole discretion to require that informal hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement</p>

		<p>weather or natural disaster.</p> <p>In addition, the PHA will conduct an informal hearing remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the informal hearing, or if the applicant believes an in-person informal hearing would create an undue health risk. The PHA will consider other reasonable requests for a remote informal hearing on a case-by-case basis.</p>
14-4	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Remote Informal Hearings [Notice PIH 2020-32]</b></p> <p>The PHA has the sole discretion to require that informal hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster.</p> <p>In addition, the PHA will conduct an informal hearing remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the informal hearing, or if the applicant believes an in-person informal hearing would create an undue health risk. The PHA will consider other reasonable requests for a remote informal hearing on a case-by-case basis.</p>	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Remote Informal Hearings [Notice PIH 2020-32]</b></p> <p>Added</p>
14-5	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Conducting Remote Informal Hearings [Notice PIH 2020-32]</b></p> <p>The PHA will conduct remote informal hearings via a video conferencing platform, when available. If, after attempting to resolve any barriers, applicants are unable to adequately access the video conferencing platform at any point, or upon applicant request, the informal hearing will be conducted by telephone conferencing call-in. If the family is unable to adequately access the telephone conferencing call-in at any point, the remote informal hearing will be postponed, and an in-person alternative will be provided promptly within a reasonable time.</p> <p>At least five business days prior to scheduling the remote hearing, the PHA will provide the family with login information and/or conferencing call-in information and an</p>	<p><b>14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occ GB, p. 58] Conducting Remote Informal Hearings [Notice PIH 2020-32]</b></p> <p>The PHA will conduct remote informal hearings via telephone conferencing call-in or via videoconferencing. If the informal hearing will be conducted via videoconferencing, the PHA will ensure that all applicants, applicant representatives, PHA representatives, and the person conducting the informal hearing can adequately access the platform (i.e., hear, be heard, see, and be seen).</p> <p>If any applicant, applicant representative, PHA representative, or person conducting the informal hearing is unable to effectively utilize the videoconferencing platform, the informal hearing will be conducted by telephone conferencing call-in. Witness testimony may be accepted via telephone call-in.</p>

	<p>electronic copy of all materials being presented via first class mail and/or email. The notice will advise the family of technological requirements for the hearing and request the family notify the PHA of any known barriers. The PHA will resolve any barriers using the guidance in Section 6 of Notice PIH 2020-32, including offering the family the opportunity to attend an in-person hearing. If the informal hearing is to be conducted remotely, the PHA will require the family to provide any documents directly relevant to the informal hearing at least 24 hours before the scheduled hearing through the mail, via email, or text. The PHA will scan and email copies of these documents to the PHA representative and to the person conducting the informal hearing the same day. Documents will be shared electronically whenever possible. The PHA will follow up the email with a phone call and/or email to the applicant at least one business day prior to the remote informal hearing to ensure that the applicant received all information and is comfortable accessing the video conferencing or callin platform. The PHA will ensure that all electronic information stored or transmitted with respect to the informal hearing is secure, including protecting personally identifiable information (PII), and meets the requirements for accessibility for persons with disabilities and persons with LEP.</p>	<p>Whether the informal hearing is to be conducted via videoconferencing or telephone callin, the PHA will provide all parties login information and/or conferencing call-in information before the informal hearing.</p>
14-10	<p><b>14-II.A. HEARING AND APPEAL PROVISIONS FOR NONCITIZENS [24 CFR 5.514] Informal Hearing Procedures for Applicants [24 CFR 5.514(f)] Evidence</b></p> <p>The family will be allowed to copy any documents related to the hearing at no cost to the family. The family must request discovery of PHA documents no later than 12:00 p.m. on the business day prior to the hearing.</p>	<p><b>14-II.A. HEARING AND APPEAL PROVISIONS FOR NONCITIZENS [24 CFR 5.514] Informal Hearing Procedures for Applicants [24 CFR 5.514(f)] Evidence</b></p> <p>The family will be allowed to copy any documents related to the hearing at a cost of \$.25 per page. The family must request discovery of PHA documents no later than 12:00 p.m. on the business day prior to the hearing.</p>
14-14	<p><b>14-III.D. INFORMAL SETTLEMENT OF GRIEVANCE [24 CFR 966.54]</b></p> <p>The PHA will accept requests for an informal settlement of a grievance either orally or in writing (including emailed requests), to the PHA office within 10 business days of the grievable event. Within 10 business days of receipt of the request the PHA will arrange a meeting with the tenant at a mutually agreeable time and confirm such meeting in writing to the tenant. The informal settlement may be conducted remotely as required by the PHA, or may be</p>	<p><b>14-III.D. INFORMAL SETTLEMENT OF GRIEVANCE [24 CFR 966.54]</b></p> <p>The PHA will accept requests for an informal settlement of a grievance either orally or in writing (including emailed requests), to the PHA office within 10 business days of the grievable event. Within 10 business days of receipt of the request the PHA will arrange a meeting with the tenant at a mutually agreeable time and confirm such meeting in writing to the tenant. The informal settlement may be conducted remotely as required by the PHA, or may be</p>

	<p>conducted remotely upon consideration of the request of the tenant. See 14-III.G for information on how and under what circumstances remote informal settlements may be conducted.</p> <p>If a tenant fails to attend the scheduled meeting without prior notice, the PHA will reschedule the appointment only if the tenant can show good cause for failing to appear, or if it is needed as a reasonable accommodation for a person with disabilities. Good cause is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family.</p>	<p>conducted remotely upon consideration of the request of the tenant. See 14-III.G for description of the PHA's definitions of remotely. If a tenant fails to attend the scheduled meeting without prior notice, the PHA will reschedule the appointment only if the tenant can show good cause for failing to appear, or if it is needed as a reasonable accommodation for a person with disabilities. Good cause is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family.</p>
14-15	<p><b>14-III.E. PROCEDURES TO OBTAIN A HEARING Scheduling of Hearings [24 CFR 966.56(a)]</b></p> <p>Within 10 business days of receiving a written request for a hearing, the hearing officer will schedule and send written notice of the hearing to both the complainant and the PHA.</p> <p>If the PHA hearing will be conducted remotely, at the time the notice is sent to the family, the family will be notified: Regarding the processes involved in a remote grievance hearing; That the PHA will provide technical assistance prior to and during the hearing, if needed; and That if the family or any individual witness has any technological, resource, or accessibility barriers, the family may inform the PHA and the PHA will assist the family in either resolving the issue or allow the family to participate in an inperson hearing, as appropriate.</p>	<p><b>14-III.E. PROCEDURES TO OBTAIN A HEARING Scheduling of Hearings [24 CFR 966.56(a)]</b></p> <p>Within 10 business days of receiving a written request for a hearing, the hearing officer will schedule and send written notice of the hearing to both the complainant and the PHA.</p>
14-19	<p><b>14-III.G. REMOTE HEARINGS [Notice PIH 2020-32] Discovery of Documents Before the Remote Hearing</b></p> <p>If the hearing will be conducted remotely, the PHA will compile a hearing packet, consisting of all documents the PHA intends to produce at the hearing. The PHA will mail copies of the hearing packet to the tenant, the tenant's representatives, if any, and the hearing officer at least three days before the scheduled remote hearing. The original hearing packet will be in the possession of the PHA representative and retained by the PHA.</p> <p>If the hearing is to be conducted remotely, the PHA will require the resident to provide any documents directly relevant to the hearing at least 24 hours before the scheduled hearing through the mail, via email, or text. The PHA will scan and email copies of these documents to the hearing officer and the PHA representative the same day they are received. Documents will be shared electronically whenever possible.</p>	<p><b>14-III.G. REMOTE HEARINGS [Notice PIH 2020-32] Discovery of Documents Before the Remote Hearing</b></p> <p>If the hearing will be conducted remotely, the PHA will compile a hearing packet, consisting of all documents the PHA intends to produce at the hearing. The PHA will mail copies of the hearing packet to the tenant, the tenant's representatives, if any, and the hearing officer at least three days before the scheduled remote hearing. The original hearing packet will be in the possession of the PHA representative and retained by the PHA.</p> <p>If the hearing is to be conducted remotely, the PHA will require the resident to provide any documents directly relevant to the hearing at least 24 hours before the scheduled hearing. The PHA will scan and email copies of these documents to the hearing officer and the PHA representative the same day they are received. Documents will be shared electronically whenever possible.</p>
14-21	<p><b>14-III.G. REMOTE HEARINGS [Notice PIH 2020-32] Conducting Hearings Remotely</b></p> <p>The PHA will conduct remote grievance hearings via a video conferencing platform, when available. If, after attempting to resolve any barriers, participants</p>	<p><b>14-III.G. REMOTE HEARINGS [Notice PIH 2020-32] Conducting Hearings Remotely</b></p> <p>In conducting any hearing remotely, the PHA shall ensure due process and that all parties are able to have full access to the hearing. The PHA will conduct</p>

	<p>are unable to adequately access the video conferencing platform at any point, or upon request, the grievance hearing will be conducted by telephone conferencing call-in. If the family is unable to adequately access the telephone conferencing call-in at any point, the remote grievance hearing will be postponed, and an in-person alternative will be provided promptly within a reasonable time.</p> <p>At least five business days prior to scheduling the remote hearing, the PHA will provide the family with login information and/or conferencing call-in information and an electronic copy of all materials being presented via first class mail and/or email. The notice will advise the family of technological requirements for the hearing and request the family notify the PHA of any known barriers. The PHA will resolve any barriers using the guidance in Section 6 of Notice PIH 2020-32, including offering the family the opportunity to attend an in-person hearing.</p> <p>The PHA will follow up with a phone call and/or email to the family at least one business day prior to the remote grievance hearing to ensure that the family received all information and is comfortable accessing the video conferencing or call-in platform.</p> <p>The PHA will ensure that all electronic information stored or transmitted with respect to the grievance hearing is secure, including protecting personally identifiable information (PII), and meets the requirements for accessibility for persons with disabilities and persons with LEP.</p>	<p>remote hearings via telephone conferencing call-in or via videoconferencing. If the hearing will be conducted via videoconferencing, the PHA will ensure that all tenants, tenant's representatives, advocates, witnesses, PHA representatives, and the hearing officer can adequately access the platform (i.e., hear, be heard, see, and be seen). Witnesses may testify by telephone call-in. If any tenant, tenant representative, advocate, witness, PHA representative, or the hearing officer is unable to effectively utilize the videoconferencing platform, the hearing will be conducted by telephone conferencing call-in. Whether the hearing is to be conducted via videoconferencing or telephone call-in, the PHA will provide all parties login information and/or telephone call-in information before the hearing.</p>
14-23	<p><b>14-III.H. PROCEDURES GOVERNING THE HEARING [24 CFR 966.56]</b>  <b>Rights of Complainant [24 CFR 966.56(b)]</b>  The tenant will be allowed to copy any documents related to the hearing at no cost to the family. There will be no charge for documents emailed by the PHA. The family must request discovery of PHA documents no later than 12:00 p.m. on the business day prior to the hearing.</p>	<p><b>14-III.H. PROCEDURES GOVERNING THE HEARING [24 CFR 966.56]</b>  <b>Rights of Complainant [24 CFR 966.56(b)]</b>  The tenant will be allowed to copy any documents related to the hearing at a cost of \$.25 per page. There will be no charge for documents emailed by the PHA. The family must request discovery of PHA documents no later than 12:00 p.m. on the business day prior to the hearing.</p>
14-25	<p><b>14-III.H. PROCEDURES GOVERNING THE HEARING [24 CFR 966.56] General Procedures [24 CFR 966.56(d), (e)]</b>  Any evidence to be considered by the hearing officer must be presented at the time of the hearing. There are four categories of evidence.  <b>Oral evidence:</b> the testimony of witnesses  <b>Documentary evidence:</b> a writing which is relevant to the case, for example, a letter written to the PHA. Writings include all forms of recorded communication or representation, including letters, emails, words, pictures, sounds, videotapes or symbols or combinations thereof.  <b>Demonstrative evidence:</b> Evidence created specifically for the hearing and presented as an illustrative aid to assist the hearing officer, such as a model, a chart or other diagram.</p>	<p><b>14-III.H. PROCEDURES GOVERNING THE HEARING [24 CFR 966.56] General Procedures [24 CFR 966.56(d), (e)]</b>  Any evidence to be considered by the hearing officer must be presented at the time of the hearing. There are four categories of evidence.  <b>Oral evidence:</b> the testimony of witnesses  <b>Documentary evidence:</b> a writing which is relevant to the case, for example, a letter written to the PHA. Writings include all forms of recorded communication or representation, including letters, emails, words, pictures, sounds, videotapes or symbols or combinations thereof.  <b>Demonstrative evidence:</b> Evidence created specifically for the hearing and presented as an illustrative aid to assist the hearing officer, such as a model, a chart or other diagram.</p>

	<p><b>Real evidence:</b> A tangible item relating directly to the case.</p> <p><i>Hearsay Evidence</i> is evidence based not on a witness' personal knowledge. In and of itself, hearsay evidence carries no weight when making a finding of fact. The hearing officer may include hearsay evidence when considering their decision if it is corroborated by other evidence. Even though hearsay evidence is generally admissible in a hearing, the hearing officer will not base a hearing decision on hearsay alone unless there is clear probative value and credibility of the evidence, and the party seeking the change has met the burden of proof. If the PHA fails to comply with the discovery requirements (providing the tenant with the opportunity to examine PHA documents prior to the grievance hearing), the hearing officer will refuse to admit such evidence. Other than the failure of the PHA to comply with discovery requirements, the hearing officer has the authority to overrule any objections to evidence.</p>	<p><b>Real evidence:</b> A tangible item relating directly to the case. <i>Hearsay Evidence</i> is evidence of a statement that was made other than by a witness while testifying at the hearing and that is offered to prove the truth of the matter. Even though evidence, including hearsay, is generally admissible, hearsay evidence alone cannot be used as the sole basis for the hearing officer's decision. If the PHA fails to comply with the discovery requirements (providing the tenant with the opportunity to examine PHA documents prior to the grievance hearing), the hearing officer will refuse to admit such evidence. Other than the failure of the PHA to comply with discovery requirements, the hearing officer has the authority to overrule any objections to evidence</p>
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### Attachment 3

#### HOUSING AUTHORITY OF THE CITY OF FORT LAUDERDALE - FL010

#### ANNUAL PLAN 2022

#### SIGNIFICANT AMENDMENT/SUBSTANTIAL DEVIATION

The U. S. Department of Housing and Urban Development (HUD) mandates that HACFL must define substantial changes to the Agency Plan. A proposed change to the Agency Plan that qualifies as a substantial change must undergo a public process that includes: consultation with the residents, a public comment period, public notification of where and how the proposed change can be reviewed, local government review and approval by the HACFL Board of Commissioners.

The Housing Authority of the City of Fort Lauderdale (HACFL) is amending its current PHA Plan to add Special Admissions Preference.

**Significant Amendment and Substantial Deviation/Modification includes the following:**

- Changes to tenant admissions policies for EHV's;
- Changes to organization of the waiting list (s) for EHV;
- Changes to Informal Hearing/Grievance Process

The HACFL certifies compliance with all applicable civil rights nondiscrimination and equal opportunity requirements, including, but not limited to, Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990 and will affirmatively further fair housing.

**Exceptions:**

- Changes under the above definitions that are required due to HUD regulations, federal statutes, state or local law/ordinances, or as a result of a declared national or local emergency will not be considered substantial deviation or significant amendment/modification.



**Certification of Compliance with  
PHA Plans and Related Regulations  
(Small PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plans and Related Regulations  
including Civil Rights and PHA Plan Elements that Have Changed**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year (2020-2024) and X Annual PHA Plan (Revision I) for the PHA fiscal year beginning **01/2022**, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last Annual PHA Plan (check all policies, programs, and components that have been changed):
  - ☐ 903.7a Housing Needs
  - ☒ 903.7b Deconcentration and Other Policies Governing Eligibility, Selection, Occupancy, and Admissions Policies
  - ☐ 903.7c Financial Resources
  - ☒ 903.7d Rent Determination Policies
  - ☐ 903.7h Demolition and Disposition
  - ☐ 903.7k Homeownership Programs
  - ☒ 903.7r Additional Information
    - ☐ A. Progress in meeting 5-year mission and goals
    - ☒ B. Criteria for substantial deviation and significant amendments
    - ☐ C. Other information requested by HUD
      - ☐ 1. Resident Advisory Board consultation process
      - ☐ 2. Membership of Resident Advisory Board
      - ☐ 3. Resident membership on PHA governing board

The PHA provides assurance as part of this certification that:

- (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
  6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
  7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
  8. For a PHA Plan that includes a policy for site based waiting lists:
    - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);



- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting lists would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
  10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
  11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
  12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
  13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
  14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
  15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
  16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
  17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
  18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
  19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
  20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
  21. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

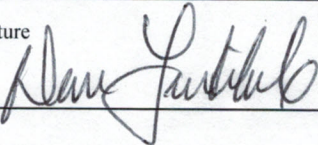
Housing Authority of the City of Fort Lauderdale  
PHA Name

FL010  
PHA Number/HA Code

☐ 5-Year PHA Plan for Fiscal Years 2020 - 2024

☒ Annual PHA Plan for Fiscal Year 2022

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

Name of Authorized Official	Title
Dan Lindblade	Board Chair
Signature	Date
	10/20/21



**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

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

I, Chris Lagerbloom, the City Manager  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan for fiscal years \_\_\_\_\_ and/or Annual PHA Plan for fiscal  
year 2022 of the Housing Authority of the City of Fort Lauderdale is consistent with the  
*PHA Name*

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair  
Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

City of Fort Lauderdale

*Local Jurisdiction Name*

pursuant to 24 CFR Part 91 and 24 CFR §§ 903.7(o)(3) and 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or  
State Consolidated Plan.

The City's Consolidated Plan is a comprehensive strategy used to address housing, economic and community  
development needs throughout the City. The Housing Authority (PHA) plans to create additional affordable  
housing using Section 8 vouchers, Low-Income Housing Tax Credits, Bonds, etc. Additionally, as part of the  
PHA's plan, they will convert the remaining housing units, improving the quality of their housing. Providing  
affordable housing (home ownership or rental) for very-low, low and moderate income individuals/families  
is a major component of the City's Consolidated Plan. Additionally, by improving the quality of their  
housing units, it enhances the area.

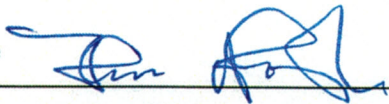
The PHA Plan is consistent with the City of Fort Lauderdale 2020-2024 HUD Consolidated Plan.

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

Name of Executive Director: Tam A. English

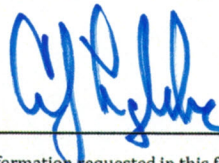
Name of City Manager: Chris Lagerbloom

Signature



Date 08/20/2021

Signature



Date 090921

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. This information is collected to  
ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year 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.

## ***NOTICE OF PUBLIC FORUM***

### **Annual Agency Plan - FY 2022**

**The Public Forum of The Housing Authority of the City of Fort Lauderdale (HACFL) will be held at 6:00 PM, Thursday, October 14, 2021, at the Sailboat Bend Apartments Community Room, 425 SW 4 Avenue, Fort Lauderdale, Florida 33315.**

The Public Forum is open to all residents of the HACFL and the general public. This forum gives the opportunity to issue comments and/or recommendations on the Agency's Annual Plan for fiscal year 2022.

A copy of this plan is available for review at the Central Office located at 437 SW 4 Avenue, Fort Lauderdale, FL 33315, the Robert P. Kelley Building located at 500 W Sunrise Blvd. Ft. Lauderdale, FL 33311 and also at [www.hacfl.com](http://www.hacfl.com). The Plan will be posted for 45 days, beginning on August 25, 2021.

#### **Public Notice Addendum**

We hope to have this meeting in person, but due to the uncertainties around the coronavirus, we are also planning for a potential abbreviated virtual event on the same date if necessary. We are closely following the guidance of the Fort Lauderdale Mayor and the US Center for Disease Control (CDC) and will continue to update our clients on the format of events.

**NOTE:** Persons with disabilities needing a reasonable accommodation to effectively participate in the Public Forum should contact the Housing Authority at (954) 556- 4100, ext. 2105 or via email at [hacfl-info@hacfl.com](mailto:hacfl-info@hacfl.com) at least 5 days prior to the meeting.