

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: Lancaster County Housing Authority PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 01/2010 PHA Code: PA090												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: 868												
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
PH	HCV												
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PHA 2:													
PHA 3:													
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The PHA's mission is to provide safe, decent, and affordable housing in an environment without discrimination for lower income families, the elderly, and persons with disabilities who choose to live in Lancaster County outside the City of Lancaster.												
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <ol style="list-style-type: none"> 1. Expand the supply of assisted housing by: <ul style="list-style-type: none"> • applying for additional rental vouchers when available • cooperating wherever feasible with government and community agencies operating homelessness prevention and homeless housing services programs that have tenant-based rental assistance as an element 2. Improve the quality of assisted housing by: <ul style="list-style-type: none"> • continuing to maintain a high standard for voucher management, as reflected by our "High Performing Housing Authority" SEMAP score • focusing on efforts to improve specific management functions, such as rent reasonableness reviews, income verification, voucher unit inspections, and response to program violations on the part of assisted tenants, including criminal activity • assisting landlords and Homeownership Program clients to detect and remove lead-based paint from available units 3. Increase assisted housing choices by: <ul style="list-style-type: none"> • conducting outreach efforts to potential voucher landlords as needed • continuing to administer the voucher Homeownership Program and seek private lenders who will participate • continuing to facilitate transfers of voucher tenants, and of voucher Homeownership clients using USDA Rural Development as lender, from the contiguous Lancaster City Housing Authority (USDA cannot offer mortgage loans on properties within the City of Lancaster.) • contracting with a community housing counseling agency on an as-needed basis for 												

housing search assistance in the private rental market for voucher holders

4. Promote self-sufficiency and asset development of families and individuals by:

- attracting supportive services to improve assistance recipients' employability, including the maintenance of a relationship with the Lancaster County Workforce Investment Board and other training agencies on the FSS Program Coordinating Committee
- attracting supportive services to increase independence for the elderly and families with disabilities by enhancing relationships with the Lancaster County Office of Aging, United Disabilities Services, and the Lancaster County Mental Health/Mental Retardation/Early Intervention agency
- continuing to operate a Family Self-Sufficiency Program at a level of approximately 40 voucher-assisted families, even though our obligation of FSS slots has been reduced to 32 at present and will continue to be reduced one-for-one as clients successfully complete the FSS Program

5. Ensure equal opportunity and affirmatively further fair housing by:

- undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability. The Housing Authority will continue to work closely with the Lancaster County Human Relations Commission's Fair Housing Program and will continue to be partner with a coalition of local agencies working to remove barriers to housing choice in Lancaster County.
- undertaking affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability. The Housing Authority will continue its working relationship with the Lancaster County Human Relations Commission's Fair Housing Program to educate and assist landlords and management companies.
- undertaking affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required. In addition to work noted above, the Housing Authority will work with United Disabilities Services, County Mental Health/Mental Retardation/Early Intervention, Deaf and Hard of Hearing Services, and the Susquehanna Association for the Blind.

(See Section 10.0 (a) for statement of progress in meeting goals and objectives established in previous 5-Year Plan.)

PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

6.0

(a) PHA Plan elements that have been revised since last Annual Plan submission

1. Eligibility, Selection, and Admission Policies

The PHA has implemented a first-ranking waiting list preference to eligible applicants who live in the PHA's jurisdiction and already receive income-based rental assistance of temporary duration through State- and Federally-funded programs sponsored by the PHA and who remain in compliance with the regulations and policies of these programs. This includes, but is not limited to, participants in the PHA's Shelter Plus Care Program and

	<p>participants in the Pennsylvania Housing Finance Agency’s tenant-based (“Nursing Home Transition”) rental assistance program.</p> <p>No other Plan elements have been revised.</p> <p>(b) Identify where the Five-Year and Annual Plan may be obtained by the public.</p> <p>The Plan is available at the PHA’s administrative office and is posted on the PHA’s official website.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p><u>HCV Homeownership Program</u></p> <p>The PHA implemented a voucher Homeownership Program in 2000-2001, initially limiting enrollment to 25 participants. In order to be eligible for this program, participants must have been on the voucher program for at least one year, must be in good standing, and must first participate in the PHA’s Family Self-Sufficiency Program. The Homeownership Program has had eleven settlements to date, with two additional purchases expected in September 2009. The Lancaster Housing Opportunity Partnership provides mandatory home-buyer education. Participating lenders have been private local banks and USDA Rural Development. Currently, approximately 95% of FSS Program participants are working toward a goal of homeownership.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <div style="border: 1px solid black; padding: 10px; margin-top: 20px; text-align: center;"> <p>Housing Needs of Families on the PHA’s Waiting List</p> </div>

Waiting list type: Section 8 Tenant-Based Housing Choice Voucher Program

	# of families	% of total families	Annual Turnover
Waiting list total	2002		100 (estimated)
Extremely low income <=30% AMI	1546	77.2	
Very low income (>30% but <=50% AMI)	456	22.8	
Low income (>50% but <80% AMI)	0	0	
Families with children	1467	73.3	
Elderly families	124	6.2	
Families with Disabilities	811	40.5	
Race (White)	1566	78.2	
Race (African-American)	378	18.8	
Race (Others)	58	3.0	
Ethnicity (Hispanic)	1101	55.0	
Bedroom size – 1	400	20.0	
- 2	961	48.0	
- 3	541	27.0	
- 4	100	5.0	

THIS WAITING LIST HAS BEEN CLOSED FOR 25 MONTHS.

According to HUD’s CHAS, as cited in the County’s 2005 Consolidated Plan, 71% of extremely-low-income renter households are living in homes they cannot afford, and 68.4% of very-low-income households are living in homes they cannot afford. This problem exists across all bedroom-size units. The percentage of cost-burdened households is projected by the Lancaster County Planning Commission to increase steadily over the next 25 years. In 2000, 22% of households were “cost-burdened” (paying more than 30% of gross income for housing), and 8% were “extremely cost-burdened” (paying more than 50% of gross income for housing). By the year 2020, these rates are projected to increase to 33% and 12%, respectively. Elderly households, who are cost-burdened at drastically higher percentages, are projected to constitute 25% of the County population in 25 years. The obvious conclusion of the Commission’s Comprehensive Plan is that “funding.....is not sufficient to meet the total housing needs of below market and moderate-income households in the County.”

The Planning Commission’s report states that 47% of households below median income were renters in 2006. County population increased 11%, and number of households increased 14%,

between 1990 and 2000. In many of the County's 59 municipalities outside the City of Lancaster, the change in numbers of housing units has not kept up with this population increase and, in some cases, has had a negative value. The 2005 Consolidated Plan determined that the County has an annual deficit of approximately 750 housing units affordable to low-income households. An extremely low turnover rate in existing housing was also noted, with an average vacancy rate of only one percent. The Plan documents a need for accessible housing for physically disabled persons with mobility and self-care limitations, as well as a need for housing and supportive services for those with mental illness.

The Consolidated Plan notes that 27.5% of all rental units are substandard. Among low- and moderate-income renter households, fully 68% report having housing problems, including housing quality and affordability.

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

Maximize the number of affordable units available to the PHA within its current resources by maintaining voucher payment standards that will enable families to rent throughout the jurisdiction; marketing the program to landlords as needed; effectively screening applicants (criminal background checks) to increase landlord acceptance of the program; and participating in the Consolidated Plan process to ensure coordination with broader community strategies.

Increase the number of affordable housing units by applying for additional available vouchers; implementing an additional twelve Shelter Plus Care vouchers in 2009-2010; continuing to work with developers to encourage the creation of additional affordable rental units in targeted areas as identified in the County's Consolidated Plan; and working with the County Redevelopment Authority, administrator of the Community Development Block Grant, HOME Investment Partnership and Emergency Shelter Grant Programs, to ensure development of units affordable to families at or below 50% of area median income (AMI).

9.1

Target available assistance to families at or below 30% of AMI by meeting or exceeding HUD's income targeting requirements; and by administering a waiting list preference for homeless households, targeting a maximum of 20% of newly-issued vouchers to these households.

Target available assistance to the elderly and to families with disabilities by applying for special-purpose vouchers should they become available; continuing to actively maintain a 100% lease rate on our existing vouchers under the Mainstream for Disabled Program; affirmatively marketing to local non-profit agencies that assist families with disabilities; continuing to provide voucher assistance for 22 SRO units developed to house mentally ill homeless applicants; continuing and expanding to 20 units the PHA's Shelter Plus Care Program; and by administering a waiting list preference for applicants whose assistance through the Pennsylvania Housing Finance Agency's tenant-based ("Nursing Home Transition") rental assistance program is expiring.

Conduct activities to affirmatively further fair housing by counseling tenants as to location of units outside of areas of poverty and assisting them to locate these units.

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

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

(a) Progress in Meeting Mission and Goals

The Lancaster County Housing Authority established five goals in its FY 2005-2009 Five-Year Plan:

1. Expand the Supply of Assisted Housing

No additional Vouchers were available during this period. The PHA applied for and was awarded eight Shelter Plus Car units, which have been fully leased.

The Housing Authority provided letters of support to local non-profit housing developers submitting applications to the Pennsylvania Housing Finance Agency for Low Income Housing Tax Credit projects in 2005 through 2009. The Housing Authority completed Housing Needs Assessment forms required by PHFA for projects requesting Low Income Housing Tax Credits. With the Housing Authority's support, funding was secured for 88 new family units in East Lampeter Township; 87 new family units in two developments in Manheim Township; 60 new elderly units in Manheim Township; 70 new family units in Manor Township; 18 family units were substantially rehabilitated in Lititz Borough; 23 family units were constructed or substantially rehabilitated in East Donegal Township; 4 family units were substantially rehabilitated in Warwick Township; and 14 permanent housing units were developed for homeless persons with mental illness in Manheim Township.

2. Improve the Quality of Assisted Housing

The Housing Authority established a goal of improving its SEMAP score over the five-year period. With the exception of 2006, when the area experienced an extreme shortage of available rental housing, impacting the PHA's lease rate, the PHA has obtained SEMAP scores of 100 or greater.

The PHA implemented a voucher waiting list preference for homeless households, committing to target a maximum of 20% of newly-issued vouchers to homeless applicants who are referred by an agency that will provide at least twelve months of case management services to these households after lease-up on the voucher program. The PHA has served 40 such homeless referrals in the five-year period.

The PHA has fully implemented the performance of criminal background checks on all households applying for admission to the voucher program.

The PHA has performed nine lead-based paint risk assessments and/or clearance tests on rental properties, to make them acceptable for participation in the voucher program.

3. Increase Assisted Housing Choices

The Housing Authority established a Section 8 Homeownership Program in 2001-2002.

From 2005 to date in 2009, the PHA has had eight additional homeownership settlements, bringing our program total to eleven. Approximately 95% the PHA's Family Self-Sufficiency Program clients are currently working towards the goal of homeownership.

The Housing Authority entered into a formal agreement with Tabor Community Services, Inc., a HUD-approved housing counseling agency in Lancaster County, once in 2005, and again in 2007, to conduct landlord outreach and education and to provide housing search assistance for voucher holders having difficulty locating suitable units. Tabor has also been engaged to provide ongoing counseling with tenants and act as a liaison with their landlords, particularly if the tenants have bad credit histories.

4. Promote Self-Sufficiency and Asset Development of Families and Individuals

The Authority's Section 8 Homeownership Program is designed to enable families receiving assistance to build equity in their home. The Authority's Family Self-Sufficiency Program is subcontracted to Tabor Community Services, Inc. Tabor combines the FSS services with its Family Savings Account Program and Credit Counseling Program to provide a full range of credit and asset building counseling services for our families participating in the FSS Program. The PHA has had 29 successful FSS Program graduates and eight new Homeownership Program settlements from 2004 to date in 2009. At least two more Homeownership purchases will take place before the end of 2009.

The PHA cooperated in doing a mass mailing to all voucher program participants regarding funding available through United Disabilities Services, from a State Department of Community and Economic Development "Access Program," for modifications to rental units to help keep persons with disabilities in their homes and facilitate their independent living. At least five PHA-assisted rental units have been made more accessible for existing tenants through this program to date.

5. Ensure Equal Opportunity and Affirmatively Further Fair Housing Objectives

The Authority continues to partner with the Lancaster County Fair Housing Program to ensure access to housing is provided regardless of race, ethnicity, religion, color, sex, familial status or disability. In cooperation with the Redevelopment Authority, the Housing Authority works to ensure that a specific number of units in each Redevelopment Authority financed project are available to persons with disabilities and to extremely and very low income households through financing conditions. The Housing Authority also has a representative on the County Planning Commissions Growth Management Plan Task Force and Housing Plan Task Force to ensure that affordable and accessible housing, as well as the availability of housing choice, are given appropriate consideration.

Fair housing training was provided to all PHA staff by the Lancaster County Fair Housing Program in 2007. PHA staff also attended an inter-agency Housing Accessibility Conference sponsored by the Lancaster County Human Relations Commission in 2008.

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

- Substantial Deviation from the 5-Year Plan

Elimination of Established Goal or a revision to Goals and Objectives that would alter the original intent of the original Goals and Objectives.

- **Significant Amendment or Modification to the Annual Plan**
Same as above related to goals and objectives. All changes to the Authority's Annual Plan will be subject to an opportunity for public comment at the Housing Authority's regularly-scheduled Board meetings. Formal public hearings will be held if the Authority intends to eliminate a program or existing policy. Any Administrative Plan or Annual Plan policy change which would affect the ability of a family or individual to apply for rental assistance, establish a new preference, or eliminate an existing preference, or relate to participation in the Family Self-Sufficiency or Section 8 Homeownership Programs, will be subject to a public hearing.

- 11.0 Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.
- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
 - (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
 - (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
 - (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
 - (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
 - (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
 - (g) Challenged Elements
 - (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
 - (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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