

Garden Grove Housing Authority
INTER-DEPARTMENT MEMORANDUM

To: Allan L. Roeder
From: Susan Emery
Dept: Interim Director
Dept: Community Development
Subject: PUBLIC HEARING - ADOPTION OF THE FIVE-YEAR AND ANNUAL PLAN FOR 2015-2019 FOR THE GARDEN GROVE HOUSING AUTHORITY
Date: March 24, 2015

OBJECTIVE

To conduct a Public Hearing in order to provide citizens, public agencies and other interested parties an opportunity to provide input for the 2015-2019 5-Year/Annual Plans for the Garden Grove Housing Authority.

BACKGROUND/DISCUSSION

The Department of Housing & Urban Development (HUD) requires Housing Authorities to complete a Five Year Plan (every 5 years) and an Annual Plan, which outlines the agency's goals for the Fiscal Years 2015-2019. The Plan also includes accomplishments for the previous Fiscal Years 2010-2014. The Plan was made available to the public and the Resident Advisory Board for their comments. The Resident Advisory Board is made up of six interested participants of the Housing Voucher Program. The Board has reviewed the Plan and was asked to submit written comments by February 26, 2015. The Board reviewed the Plan and had no substantive changes to the Plan. The Public Hearing was properly noticed on January 7 and 14, 2015. The deadline date for submission to HUD is April 17, 2015.

FISCAL IMPACT

None.

RECOMMENDATION

It is recommended that the Housing Authority:

- Conduct the Public Hearing on the 2015-2019 Five-Year/Annual Plan;
- Adopt the 2015-2019 Five-Year/Annual Plan for the Garden Grove Housing Authority; and
- Authorize the Interim Director to certify the Five-Year/Annual PHA Plan of the Garden Grove Housing Authority.

Susan Emery

SUSAN EMERY
Assistant City Manager

Danny Huynh

By: Danny Huynh
Housing Manager

Attachment: Five-Year/Annual Plan

Approved for Agenda listing

Allan L. Roeder

Allan L. Roeder
Interim City Manager



GARDEN GROVE

**GARDEN GROVE
HOUSING AUTHORITY**



**FY 2015-2019
FIVE YEAR AND ANNUAL PLAN**

**Garden Grove, CA 92842
(714) 741-5150**

www.ci.garden-grove.ca.us



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
-----------------------------------	---	--

1.0	PHA Information PHA Name: GARDEN GROVE HOUSING AUTHORITY PHA Code: CA102 PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 07/01/2015														
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 0 Number of HCV units: 2337														
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 1: PHA 2: PHA 3:	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	<table border="1"> <thead> <tr> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	No. of Units in Each Program		PH	HCV						
No. of Units in Each Program															
PH	HCV														
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 mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.														

5.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income 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.</p> <p>PHA Goal: Expand the supply of assisted Housing objectives by applying for additional rental vouchers if funding is available</p> <ol style="list-style-type: none"> 1) The GGHA will apply for new vouchers to expand its program if they become available within the next 5 years (2015-19) <p>PHA Goal: Improve the quality of assisted housing</p> <ol style="list-style-type: none"> 1) Improve Voucher Management (SEMAP Score) The GGHA will continue to take steps to maintain the "High Performing " rating as designated in the SEMAP Score during the 5 year period 2015-2019. 2) Increase Customer Satisfaction. The GGHA will continue the goal of providing excellent customer service in the next five years. This goal will be accomplished by continuous assessment of its policies and procedures to ensure they are effectively serving the GGHA's mission. One of the tools the GGHA will utilize to expand access to the program is its website. Our goal is to make the website easy to use and interactive. For future application intake, the GGHA plans to accept new applications for its waiting list utilizing its online capabilities in addition to other marketing strategies. The GGHA will also utilize the website Housing portal to respond to inquiries. The GGHA also plans to expand its Direct Deposit service to all landlords in an attempt to resolve the problem of lost/misplaced checks and reduce the cost of printing and mailing payments. 3) Maintain Rental Housing Stock. The GGHA will continue to apply HQS as well as some local Building codes in conducting inspections. <p>PHA Goal: Increase assisted housing choices</p> <ol style="list-style-type: none"> 1) Provide voucher mobility and portability counseling The GGHA in collaboration with Anaheim and Orange County Housing Authorities will continue to participate in a Mobility Agreement as an alternative to Portability. Under Mobility, each PHA retained their tenants if they moved within the County and contracted the inspection duties to the appropriate jurisdiction. This process eliminated the complex billing for HAP and Administrative Fees usually associated with Portability. PHAs were billed for just out-of-jurisdiction inspections, which proved more cost effective. Since most tenants moved within the County boundaries, this process provided expanded housing choices for tenants without the cumbersome red tape associated with Portability. Tenants received information on both Portability and Mobility both in Initial Briefing sessions as well as moves with Voucher assistance. 2) Conduct outreach efforts to potential voucher landlords Provide access to program information to landlords on the GGHA website and offered a listing service for vacant rental units. The GGHA will continue its membership with the Apartment Association of Orange County, which provides opportunities to market the program to property owners. 3) Increase voucher payment standards as funding will allow The GGHA will increase payments standards to maximize tenant housing choices while staying within budget constraints. The GGHA will continue to assess payment standards in relation to disabled and other hard to house tenants. <p>PHA Goal: Promote Self-Sufficiency and assist development of families and individuals</p> <ol style="list-style-type: none"> 1) Continue to administer the Family Self-Sufficiency Program Maintain the FSS Program and encourage participants to take steps toward career development and economic self-sufficiency. <p>PHA Goal: Ensure Equal Opportunity in Housing</p> <ol style="list-style-type: none"> 1) Continue to promote Equal Opportunity in housing through landlord education and referrals to the Fair Housing Foundation. 2) Provide bilingual services in Vietnamese & Spanish to ensure applicants and participants have equal access to housing programs 3) Provide "reasonable accommodation" within program regulations, to disabled participants
6.0	<p>PHA Plan Update</p> <ol style="list-style-type: none"> a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: None 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. <p>The public may obtain copies of the 5-year Plan and Annual Plan at the Housing Authority Office located at 11277 Garden Grove Blvd., Suite 101-C, Garden Grove, CA or online, on the City of Garden Grove's website: http://www.ci.garden-grove.ca.us</p>
7.0	<ol style="list-style-type: none"> 4) 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>In collaboration with Jamboree Housing Corporation, the GGHA will continue to provide 52 Project-based Vouchers to residents of the project in the Buena Clinton neighborhood, from its Tenant-based Voucher allocation. The initial term of the HAP Contract is 15 years, which started on August 1st, 2011. This ensure that the project remains affordable to low-income tenants and contribute to maintaining the rental housing stock in Garden Grove. Jamboree Housing Corporation is a non-profit Housing Development Organization and qualifies as a CHDO (Community Housing Development Organization) under HOME grant regulations. Jamboree will provide support services to families residing in the project according to a needs assessment. Services will address daily living concerns and may include job skills training, parenting, health screenings/education, and English as a second language. Other potential services will include after school and computer literacy programs. If subsequent opportunities arise in the period covered by this Plan (2015-2019) to utilize Project-based Vouchers to assist New Construction, Rehabilitation or Existing Housing Projects, the GGHA may participate as allowable under HUD regulations.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. Not Applicable. The GGHA is a Section 8 only PHA and does not administer Public Housing</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. Not Applicable. The GGHA is a Section 8 only PHA and does not administer Public Housing</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. Not Applicable. The GGHA is a Section 8 only PHA and does not administer Public Housing</p>
8.3	<p>Capital Fund Financing Program (CFFP). <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. Not Applicable. The GGHA is a Section 8 only PHA and does not administer Public Housing</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> <p>The GGHA used information in the City of Garden Grove's Consolidated Plan for 2010-2015, Chapter 3, Housing & Community Needs when developing its Annual and 5-year Plans. The Consolidated Plan identifies issues of affordability, supply, quality, accessibility, size of units and location. The Consolidated Plan is posted on the City of Garden Grove's website: http://www.ci.garden-grove.ca.us/</p> <p>The City of Garden Grove will be updating its Consolidated Plan beginning 2015; therefore subsequent Annual Plans will reflect any changing needs within the community to be consistent with the new Consolidated Plan.</p>
9.1	<p>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.</p> <p>The GGHA is a Section 8 only, High Performing PHA; therefore it is providing the following information with its Annual Plan in conjunction with its 5-year Plan. The GGHA's applicant waiting list and participant population does reflect the housing needs in the community. The needs assessment contained in the Consolidated Plan identify a significant very low and extremely low-income renter population. Within this income population, female-headed households, disabled and elderly all had serious housing needs. The GGHA waiting list and participants reflect this population and gives preference to those families whose income is below 30% of median or Extremely Low. 75% of its new participants are in this category. The GGHA will continue this preference in the coming year so as to reach those with the severest housing need. GGHA will also give preference to those families referred by the Thomas House Temporary Shelter and Interval House Crisis Shelter (located in Garden Grove) to address the homeless need.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(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-Year Plan. Progress in meeting Mission and Goals for the Five-Year Plan 2010-2014 is described Attachment E, Accomplishments.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial Deviation/modification"</p> <p>The GGHA defines "Significant Amendment" and "Substantial Deviation/Modification" to its Annual Plan as:</p> <ul style="list-style-type: none"> • Changes to rent or admissions policies or organization of the waiting list; • Addition of new activities, such as the Project-based Voucher Program <p>Significant Amendments and Substantial Deviation/Modifications are subject to full public process and Resident Advisory Board review. An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD</p>
11.0	<p>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.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) Attached</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) Not Applicable for Section 8 only PHA</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) Not Applicable for Section 8 only PHA</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) Not Applicable for Section 8 only PHA</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) Not Applicable for Section 8 only PHA</p> <p>(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. Attached</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) Not Applicable for Section 8 only PHA</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) Not Applicable for Section 8 only PHA</p>

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

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

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

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (Note: applies to only public housing).
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that **approved and/or pending** demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert;

2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-

year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:
<http://www.hud.gov/offices/pih/programs/pl/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

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

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. (Note: Standard and Troubled PHAs complete annually).

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (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.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only). See instructions in 8.1.*
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only). See instructions in 8.2.*

Tenant Advisory Board
2015 5 Year / Annual Plan

Khanh Kim Thi Nguyen
12833 Brookhurst Way #4
Garden Grove, CA 92841
714-530-0909

Charles Ta
8286 Larson Ave
Garden Grove, CA 92844
714-537-1897

James O'Connor
10928 Lampson
Garden Grove, CA 92840
714-537-6255

Karen Hostetter
12811 Garden Grove Blvd #411
Garden Grove, CA 92843
714-539-4467

Carol E Beckles
9765 Bixby Ave #F65
Garden Grove, CA 92840
714-636-5244

Ruby Gaither
200 S. Citron St. #226
Anaheim, CA 92805
714-955-8303

None of the advisory board members had any substantive changes to the plan. Some comments are summarized below:

“Every topic of P.H.A’S (2015-2019) is very clear and specific...”

“We understand well the different accomplishments and appreciate the accomplishment #3, the good work, the effort of the housing to avoid the terminating families from the program”

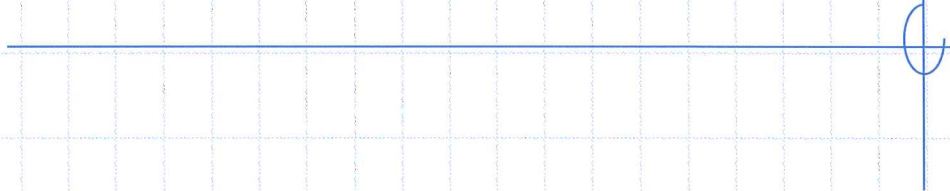
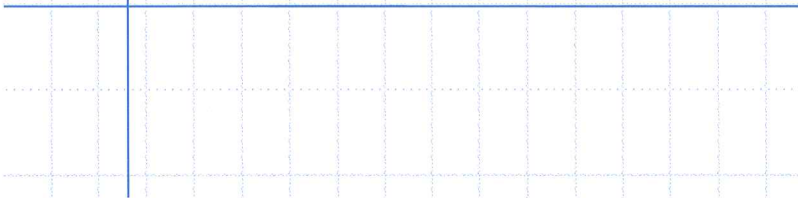
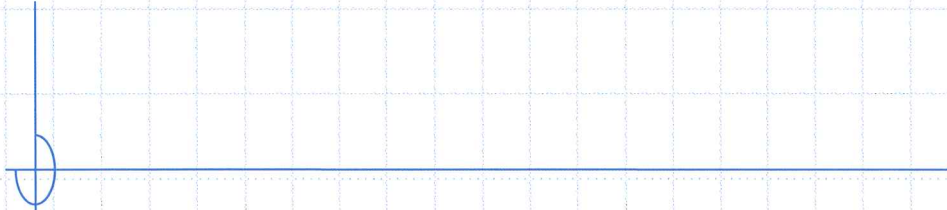
“We always compliment the good work of the Housing Manager and his staff to help the poor families, the low income families in the City of Garden Grove”

“As to what I have read and understand, it is a great report”



Attachment B

Required Certifications



**PHA Certifications of Compliance
with PHA Plans and Related
Regulations**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

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 and/or Annual PHA Plan for the PHA fiscal year beginning 07/01/15, 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 certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. 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.
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, identify any impediments to fair housing choice within those programs, address 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 maintain records reflecting these analyses and actions.
8. For 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 2006-24);
 - 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 list 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 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.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

GARDEN GROVE HOUSING AUTHORITY

CA102

PHA Name

PHA Number/HA Code

X _____ 5-Year PHA Plan for Fiscal Years 20¹⁵ - 20¹⁹
 X _____ Annual PHA Plan for Fiscal Years 20¹⁵ - 20¹⁶

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
Allan L. Roeder	Interim Executive Director
Signature	Date

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

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**

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

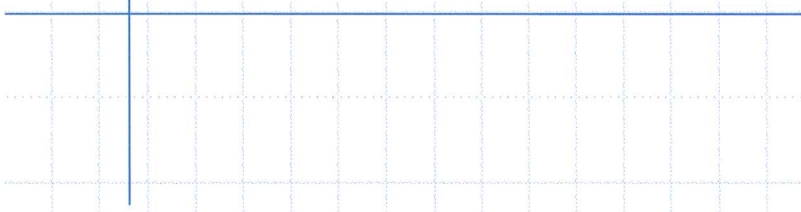
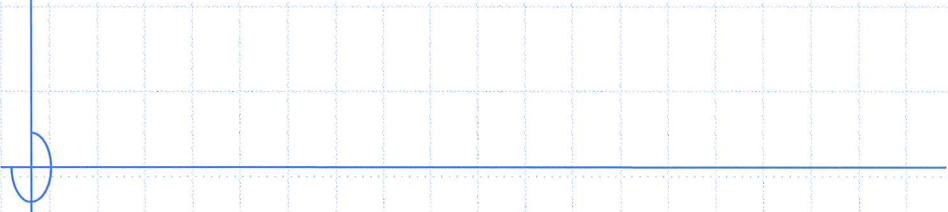
I, Allan L. Roeder the Interim Executive Director certify that the Five Year and Annual PHA Plan of the Garden Grove Housing Authority is consistent with the Consolidated Plan of City of Garden Grove prepared pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official



Attachment C

Proof of Publication



DECLARATION OF PUBLICATION

(2015.5 C.C.P.)

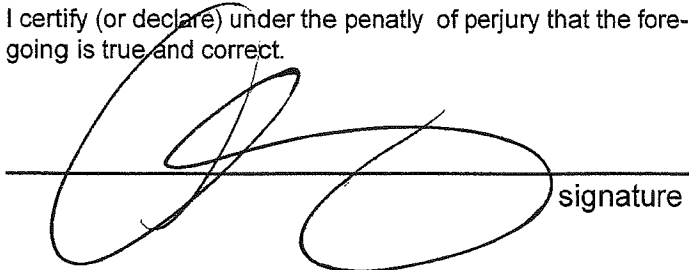
STATE OF CALIFORNIA,)
COUNTY OF ORANGE)

I AM A CITIZEN OF THE UNITED STATES AND A RESIDENT OF THE AFORESAID COUNTY; I AM OVER THE AGE OF EIGHTEEN YEARS AND NOT A PARTY TO OR INTERESTED IN THE ABOVE ENTITLED MATTER. I AM THE PRINCIPLE CLERK OF THE ORANGE COUNTY NEWS, A NEWSPAPER OF GENERAL CIRCULATION PRINTED AND PUBLISHED TWICE WEEKLY IN THE CITY OF GARDEN GROVE, COUNTY OF ORANGE, WEST JUDICIAL DISTRICT, AND WHICH NEWSPAPER HAS BEEN ADJUDGED A NEWSPAPER OF GENERAL CIRCULATION BY THE SUPERIOR COURT OF THE COUNTY OF ORANGE, STATE OF CALIFORNIA, UNDER THE DATE OF 3/20/64 CASE #A31502 THAT THE NOTICE, OF WHICH THE ANNEXED IS A PRINTED COPY, HAS BEEN PUBLISHED BY DISTRIBUTION IN EACH REGULAR AND ENTIRE ISSUE OF SAID NEWSPAPER AND NOT IN ANY SUPPLEMENT THEREOF ON THE FOLLOWING DATES, TO WIT:

January 7, 14,

all in the year
2015

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.


signature

Date: January 14, 2015, executed at GARDEN GROVE, California

THIS SPACE IS FOR THE COUNTY CLERK'S STAMP

PUBLIC NOTICE NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE GARDEN GROVE HOUSING AUTHORITY will hold a Public Hearing on Tuesday, March 24, 2015, at 6:30 p.m., or as soon thereafter, in the Council Chamber at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

The purpose of the Public Hearing is to provide citizens, public agencies, and other interested parties an opportunity to provide input for the Garden Grove Housing Authority Five Year/Annual Plan for Fiscal Years 2015-2019.

The Annual Plan for the Garden Grove Housing Authority will be available for public view by Friday, February 27, 2015 at:

Garden Grove Housing Authority
11277 Garden Grove Boulevard, Suite 101-C
Garden Grove, CA 92840

The Garden Grove Housing Authority's business hours are Monday through Thursday 7:30 a.m. to 5:30 p.m., and open Fridays, February 27, and March 13, 2015, from 7:30 a.m. to 5:00 p.m.

ALL INTERESTED PARTIES are invited to attend the Housing Authority Public Hearing to express opinions on the Annual Plan, or to submit written testimony to the City Clerk's Office, at 11222 Acacia Parkway, P.O. Box 3070, Garden Grove, California, 92842. Written correspondence received before 3:00 p.m. on the Wednesday before the Public Hearing will be given to the Housing Authority Commissioners prior to the meeting. Information received after that time will be given to the Housing Authority Commissioners at the time of the meeting.

Please direct any and all questions to Mr. Danny Huynh, Housing Division Manager, at (714) 741 5154.

/s/ KATHLEEN BAILOR, CMC
Secretary

Date: December 19, 2014
Publish: January 7, 2015, and January 14, 2015
Orange County News
15-50000
Publish Jan. 7, 14, 2015



Attachment D



**Violence Against Women Act
(VAWA) Policy**

Garden Grove Housing Authority Violence Against Women Act (VAWA) Policy

On January 5, 2006, President Bush signed VAWA into law as Public Law 109-162. Section 603 of the law amends Section 5A of the U.S. Housing Act (42 U.S.C. 1437C-1) to require PHAs' Five-Year Plan and Annual Plan to contain information regarding any goals, activities, objectives, policies, or programs of the PHA that are intended to support or assist victims of domestic violence, dating violence, sexual assault, or stalking. All PHA Plans submitted after January 5, 2006 must address VAWA. Provisions of VAWA are applicable to Section 8 programs and to owners renting to families under the Section 8 rental assistance programs.

I. Purpose and Applicability

The purpose of this Policy is to implement the applicable provisions of VAWA and set forth goals, policies and procedures intended to assist victims of domestic violence, dating violence, sexual assault, or stalking.

II. Goals and Objectives

This Policy has the following principal goals and objectives.

- A. The Garden Grove Housing Authority (GGHA) supports the goals of the VAWA Amendments and will comply with its requirements.
- B. The GGHA will continue to administer its Section 8 Housing Choice Voucher program in ways that support and protect residents who may be victims of domestic violence, dating violence, sexual assault or stalking.
- C. The GGHA will not take any adverse action against a participant or applicant solely on the basis of her or his being a victim of such criminal activity, including threats of such activity. "Adverse action" in this context includes denial or termination of housing assistance.
- D. The GGHA will not subject a victim of domestic violence, dating violence, sexual assault or stalking to a more demanding standard for lease compliance than other tenants.
- E. The GGHA will continue to develop policies and procedures as needed to implement the requirements of VAWA, and to collaborate with other agencies to prevent and respond to

domestic violence, dating violence, sexual assault or stalking, as those criminal activities may affect applicants for and participants in the GGHA's housing program.

- F. The GGHA will provide notices explaining the VAWA protections to applicants and participants for housing assistance and to property owners participating in the voucher program.

III. Definitions As Used In VAWA

- A. The term **domestic violence** includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- B. The term **dating violence** means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
- The length of the relationship
 - The type of relationship
 - The frequency of interaction between the persons involved in the relationship
- C. The term **stalking** means:
- To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or
 - To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and
 - In the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family or that person, or (3) the spouse or intimate partner of that person.

D. The term ***immediate family member*** means, with respect to a person:

- A spouse, parent, brother or sister, or child of that person, or an individual to whom that person stands in the position or place of a parent; or
- Any other person living in the household of that person and related to that person by blood and marriage.

IV. Victim Documentation

- When the actions of a tenant, household member, guest or other person under the tenant's control call for the termination of tenancy or assistance, and a tenant or other household member claims that she or he is the victim of such actions and that the actions are related to domestic violence, dating violence, or stalking, the GGHA or owner/manager will ensure that the family is provided the protections afforded under VAWA.
- The GGHA or owner/manager may request that an individual certify that s/he is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of such actual or threatened abuse.
- The certification must include the name of the perpetrator and be provided within 14 business days after the individual receives a request from the GGHA, owner or manager.

The GGHA or owner/manager may extend the 14-day deadline, at their discretion.

If the individual does not submit the certification within the required time frame (including any approved extension), the GGHA or owner/manager may proceed with terminating the tenancy or assistance of the family.

- An individual may satisfy the certification requirement by providing documentation "signed by an employee, agent, or volunteer of a victim service provider, an attorney, judge, law enforcement agent or a medical professional, from whom the victim has sought assistance in addressing the actual or threatened abuse"

OR

- The GGHA or owner/manger may provide benefits to an individual based solely on the individual's statement or other corroborating evidence.

V. Evicting Or Terminating Assistance Of A Perpetrator

- Notwithstanding any Federal, State, or local law to the contrary, the GGHA may terminate assistance to, or an owner or manager may bifurcate a lease, or remove a household member from a lease without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant. GGHA will require a restraining order, police report and/or other form of verification from the victim prior of termination of the assistance of a tenant who engages in criminal acts of physical violence against family members and others.

Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by Federal, State, and local law for the termination of leases or assistance under the relevant program of HUD-assisted housing.

VI. Right To Terminate Tenancy

- The GGHA and owner/manager retain the authority to terminate the tenancy, occupancy, or program assistance of a victim under either of the following conditions:
 - The termination is for a lease violation premised on something other than an act of domestic violence, dating violence, or stalking against the victim and the GGHA or owner is holding the victim to a standard no more "demanding" than the standard to which other tenants are held.
 - The GGHA or owner/manager can demonstrate an "actual and imminent threat to other tenants or those employed at or providing service to the property" if the tenancy of the victim is not terminated.

VII. Notice Requirements

- The GGHA will provide notice to HCV participants of their rights under VAWA, and to HCV owners/managers of their rights and obligations under VAWA. Applicants will receive the "Notification of Rights and Obligations Violence Against Women Act" statement in their briefing packet. All HCV participants will receive the "Notification of Rights and Obligations Violence Against Women Act" statement at their annual re-examinations.

VIII. Confidentiality Requirements

- All information provided to the GGHA or owner/manager regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, will be retained in Confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.
- HCV participants are notified of their confidentiality rights in the "Notification of Rights and Obligations Violence Against Women Act" form that is given to them at the annual re-examinations. Applicants receive this notice at the briefings.

XI. Other Federal, State Or Local Laws

- VAWA does not supersede any provision of federal, state, or local law that provides greater protection to victims of domestic violence, or stalking.



Attachment E

Accomplishments



ACCOMPLISHMENTS FY 2015-2019

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

1) PHA Goal: Expand the supply of assisted housing

Accomplishment #1:

- In July 2010, the Garden Grove Housing Authority (GGHA) opened the waiting list for one month to accept pre-applications for the Section 8 Housing Choice Voucher Program.

Before the opening day, the GGHA contacted over 30 local agencies to discuss the Housing Assistance Program. This was part of our outreach effort and an opportunity to notify agencies of the coming opening of the wait list. Some of the agencies contacted were: Social services, radio, television, churches and various non-profit organizations.

The pre-applications were accepted via online and hard copies. A total of approximately 17,000 pre-applications were received, with more 50% received through our online system.

Accomplishment #2:

- The Garden Grove Housing Authority maintained a high lease up rate of 98% or above, in order to maximize the funding received and address the lengthy waiting list. Turnover is anticipated and new Vouchers are issued in anticipation of tenants dropping from program.

Accomplishment #3:

- In 2013, the Housing Authority experienced a shortfall in Housing Assistant Payment (HAP) funds due to the Federal Sequester. Because of the deep cut in funding, it was estimated that the Authority may have to terminate up to 250 families from the program. For several months, the Authority worked with the HUD shortfall team to find ways of cutting expenses. Additionally, we were able to obtain nearly \$1,000,000 from the HUD shortfall set-aside funds to avoid terminating families from the program.

Accomplishment #4:

- The Housing Authority intends to respond to any appropriate Notice of Funding announcements, which come available in the future. During the past 5 years, because of the cuts in HAP and Administrative Fees, the Garden Grove Housing Authority did not apply for any additional funding to expand its program.

Accomplishment #5:

- The Garden Grove Housing Authority collaborated with Jamboree Housing Corporation (a non-profit housing development organization, which has been designated as a CHDO-Community Housing Development Organization) and the City of Garden Grove to acquire and rehabilitate 104 units in the Buena Clinton neighborhood. The project, which entailed rehabilitation of 13 buildings and providing support services based on a needs assessment, was completed in 2011. The HCV Project-based contract was executed and the Housing Authority converted 52 of its Tenant-based Vouchers to Project-based in support of the program to assist Jamboree in maintaining the rental units as affordable for a 15-year term. A Housing Assistance Payment contract was signed effective on August 1, 2011.

2) PHA Goal: Improve the quality of assisted housing

Accomplishment #6:

- The inspection staff has completed formal Housing Quality Standards training and received certifications after rigorous testing. Inspectors receive ongoing support and training in local codes from the City of Garden Grove Building Department.

Rental units do not receive funding from the program unless they meet Housing Quality Standards and local building codes. Inspection staff also received training on negotiation, since they are required to have this skill set when approving rents.

In addition the Inspection staff has assisted the Neighborhood Improvement Division with Housing Quality inspections for its HOME-assisted projects and First-time Homebuyers Program.

Accomplishment #7:

- Staff also received training on customer service skills and courses on eligibility requirements, such as Translations, HCV Rent Calculation Examination and Family Self-Sufficiency.

The supervisory staff also received training from Nan McKay and Associates on Supervision and Management, Quality Control, Fair Housing and Reasonable Accommodation, SEMAP and HCV Financial Management.

Additionally, HUD-sponsored training was made available on the PIC System (tenant data reporting system), Fraud Investigations, VMS (finance system), EIV (income verification system) and overall Financial Management.

Accomplishment #8:

- The Housing Authority offers Direct Deposit to its landlords, thereby improving the efficiency and cost of the program and responding to landlord requests. The Authority to continue to improve the system in order to serve more vendors on the program.

Accomplishment #9:

- The Housing Authority is required to report electronically on all clients receiving subsidies on a continual basis throughout the year. Agencies must meet a 98% reporting threshold in order to receive funding for administrative costs. The Garden Grove Housing Authority exceeded this threshold.

Accomplishment #10:

- Housing agencies are assessed annually on 14 indicators in order to determine performance. The Housing Authority consistently maintained a SEMAP (Section Eight Management Assessment Program) score of a "High Performing Agency" from 2010-2014.

Accomplishment #11:

- During the period 2010-2014, the Housing Authority provided better access of its agency's information and documents by improving its website. Documents commonly used by tenants and landlords are posted on the website in order to eliminate the need to come into the office or request that they be mailed. The website also provides a pull down menu of Frequently Asked Questions which provides answers to common inquiries. An e-mail portal is provided so that the public can communicate directly to supervisory staff to report fraud or have questions answered.

3) PHA goal: Increase assisted housing choices

Accomplishment #12:

- The GGHA in collaboration with Anaheim and Orange County Housing Authorities executed a Mobility Agreement as an alternative to Portability. Under Mobility, each PHA retained their tenants if they moved within the County and contracted the inspection duties to the appropriate jurisdiction. This process eliminated the complex billing for HAP and Administrative Fees usually associated with Portability. PHAs were billed for just out-of-jurisdiction inspections, which proved more cost effective. Since most tenants moved within the County boundaries, this process provided expanded housing choices for tenants without the cumbersome red tape associated with Portability. Tenants received information on both Portability and Mobility both in

Initial Briefing sessions as well as moves with Voucher assistance.

The Santa Ana Housing Authority had previously participated in the Mobility Agreement. However, in 2009 they chose to terminate their participation. Santa Ana's decision resulted in transitioning its out-of-jurisdiction clients to Portability. Under Portability our agency is required to fully service their clients i.e., determine ongoing income eligibility, conduct Housing Quality inspections, ensure compliance of tenant obligations and make rent payments to the landlords. Santa Ana then transfers 80% of their Administrative Fees and 100% of the Housing Assistance Payment to Garden Grove in order to reimburse our agency for services rendered to their clients. Currently under the Portability guidelines, the GGHA administers the Voucher Program for approximately 300 of Santa Ana's clients, who live in Garden Grove. The GGHA is earning approximately \$15,000 per month in Administrative Fees from Santa Ana.

Accomplishment #13:

- Conducted outreach efforts to potential voucher landlords. Provided access to program information to landlords on the GGHA website and offered a listing service for vacant rental units. The GGHA is an ongoing member of the Apartment Association of Orange County, which provides opportunities to market the program to property owners.

Accomplishment #14:

- At every Briefing for new tenants to the program or when processing moves for existing tenants, staff made sure tenants are aware of the Portability and Mobility programs.

4) PHA Goal: Concentrate on efforts to improve specific management functions:

Accomplishment #15:

- The GGHA updated its Administrative Plan when necessary to include policies and procedures, which reflected changes in regulations. The Plan is also available online and in electronic form for easy access, and convenient for staff to research by using key words.

Accomplishment #16:

- The GGHA participated in a Department annual retreat at the beginning of each calendar year. At the retreat, we discussed our challenges and set specific goals to be completed for that particular year. After the retreat, we created a WIG (wildly important goals) board and reviewed it on a regular basis. A

WIG board is usually a large artfully designed cardboard, with written goals and procedures on how we plan to complete our goals for the year. A time frame is often included for completing each task. The WIG boards were displayed at the Housing Authority for staff to view, and were presented to the City's upper Management throughout the year to update on the status of completion. Some of WIG board goals in previous years were the opening of the waiting list, improving staff morale, converting to a new software, improving teamwork, operating successfully while staying financially sound...

Accomplishment #17:

- Collaborated with the City's Finance Department to create more effective monthly financial reports in order to more accurately report to HUD's VMS system.

Accomplishment #18:

- Updated the waiting list, which served to produce a more viable pool of applicants.

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

Accomplishment #19:

- Continued to work closely with the Building Division and included some building codes as part of the Housing Quality Standards and encouraged landlords to make unit improvements when negotiating rent increases.

Accomplishment #20:

- The Garden Grove Housing Authority executed a Memorandum of Understanding with local homeless shelters, Thomas House Temporary Shelter and Interval House, a domestic violence shelter. The Authority gives preference to homeless families referred by these shelters to assist in their transition from temporary, emergency shelter to permanent housing.

Accomplishment #21

- In 2008, a 104-unit property in the Buena Clinton neighborhood became available for sale (Grove Park Apartments). A non-profit developer (Jamboree Housing Corporation) expressed an interest in acquiring and rehabilitating the property in order to maintain its affordability for a term of 15 years. In 2009, with the assistance of HOME funds provided by the City of Garden Grove, Federal tax credits, and Project-based Vouchers provided by the GGHA, Jamboree was successful in proceeding with the project. Rehabilitation of the units was completed in 2011 and the Housing Assistance Payment contract was signed.

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

Accomplishment #22:

- The Garden Grove Housing Authority continued to administer the Family Self-Sufficiency Program and increased the number of families enrolled. During the 5 years Housing Authority increased the total of enrollees (for the life of the program) from 292 to 343. In the past five years, the GGHA received a HUD grant to assist in paying the salary of the Family Self-Sufficiency Coordinator.

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

Accomplishment #23:

- Continued promoting Equal Opportunity in Housing through landlord education and referrals to the Fair Housing Foundation. The Fair Housing Foundation conducted staff training sessions on laws governing lease terminations specific to the Section 8 Program. The Fair Housing Foundation also provided legal services to Section 8 participants who were referred to them.

Accomplishment #24:

- Participated in outreach activities involving the Vietnamese and Hispanic population. Bi-lingual staff went out to community groups to explain and promote the Housing Voucher Program. Hiring practices reflect sensitivity to the ethnicity of the population, to provide adequate bi-lingual capacity. Eligibility interviews, briefing sessions and inspections are conducted in English, Vietnamese or Spanish (the two major non-English languages spoken in the agency's client base) whenever possible so that tenants are able to access the program fully. The Housing Authority also provides sign language services on a contract basis for those clients who are hearing-impaired.



Attachment F
Garden Grove Housing Authority
Organizational Chart



Garden Grove Housing Authority Organizational Chart

