

Resolution #: 24-03

Date: 04-03-2024

**RESOLUTION APPROVING THE HOUSING WORKS
ANNUAL PHA PLAN FOR FY 2024 AND CERTIFICATIONS OF
COMPLIANCE WITH PHA PLANS AND RELATED REGULATIONS**

WHEREAS, Central Oregon Regional Housing Authority DBA Housing Works, has entered into various contracts with the United States of America pertaining to the Housing Act of 1937, as amended; and

WHEREAS, the U. S. Department of Housing and Urban Development requires that Housing Works maintain accurate administrative documents, policies and procedures; and

WHEREAS, Housing Works is required to submit an Annual Agency Plan and a Certification of Compliance,

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of Housing Works, that the Annual PHA Plan for FY 2024 is hereby approved and adopted, and


BE IT FURTHER RESOLVED, by the Board of Commissioners of Housing Works, that the Annual PHA Plan for FY 2024 and Certifications of Compliance with the PHA Plans and Related Regulations including required Civil Rights Certifications, copies of which are attached hereto and incorporated herein by this reference, are hereby approved and adopted.

Done and dated this 3rd day of April 2024

ATTEST:
Central Oregon Regional Housing Authority
DBA Housing Works

3rd day of April 2024

David Brandt


Executive Director

BOARD OF COMMISSIONERS
Laura Craska Cooper

Laura Craska Cooper

Chair

RESOLUTION SUMMARY

Housing Choice Voucher Program Annual PHA Plan for FY 2024 and Certifications of Compliance with the PHA Plans and Related Regulations

April 3, 2024

Requested Action:

Consider approving the Annual PHA Plan for FY 2024 and the required Certifications of Compliance with PHA Plans and Related Regulations to Accompany the Annual PHA Plan for FY 2024.

Background:

The Annual PHA Plan is a document required by HUD to be completed annually. This document provides a ready source for interested parties to locate basic PHA policies, rules and requirements concerning the PHA's operations, programs and services, and informs HUD, families served by the PHA and members of the public of the PHA's mission, goals and objectives for serving the needs of low-income families.

Recommendation:

Recommend the board approve the Annual PHA Plan for FY 2024 and the attached Certifications of Compliance with PHA Plans and Related Regulations.

Attachments:

Annual PHA Plan and Certifications for FY 2024

Streamlined Annual PHA Plan (HCV Only PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																																			
A.1	<p>PHA Name: CENTRAL OREGON REGIONAL HOUSING AUTHORITY _____ PHA Code: OR034 _____</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2024 _____</p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Housing Choice Vouchers (HCVs) 1471 _____</p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>The PHA Plan, PHA Plan Elements and all sources of information relevant to the public hearing are made available for inspection at the offices of Central Oregon Regional Housing Authority, 405 SW 6th Street, Redmond, OR 97756. In addition to this, the entire Housing Choice Voucher Administrative Plan as well as the PHA Plan and PHA Plan Elements are posted on our website at www.housing-works.org. The public may also obtain any additional information regarding PHA policies by contacting our office at 541-923-1018.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 25%;">Program(s) not in the Consortia</th> <th style="width: 15%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
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B.	Plan Elements.
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s): See Attachment A</p>
B.2	New Activities. – Not Applicable
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan. See Attachment B</p>
B.4	Capital Improvements. – Not Applicable
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	Other Document and/or Certification Requirements.
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing (AFFH).

Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

<p>Fair Housing Goal:</p> <p><i>Describe fair housing strategies and actions to achieve the goal</i></p> <p>Increase access to housing for disadvantaged populations through program offerings:</p> <p>(1) HUD VASH program administered by Housing Works combines the HCV section 8 rental assistance program for homeless veterans with case management and clinical services provided by the Department of Veteran Affairs (VA).</p> <p>(2) Emergency Housing Vouchers (EHVs) provide rental assistance for individuals and families who are homeless, at-risk of homelessness, recently homeless, and survivors of domestic violence, dating violence, sexual assault, stalking and human trafficking.</p> <p>(3) Family Unification Program (FUP) provides rental assistance for individuals and families for whom the lack of adequate housing is a primary factor in the imminent placement of the family’s child or children in out-of-home care, or the delay in the discharge of the child or children to the family from out-of-home care. FUP vouchers also serve homeless youths who are at least 18 years and no more than 24 years of age and who have left foster care or will leave foster care.</p> <p>(4) Mainstream (MAIN) provides rental assistance to non-elderly persons with disabilities who are transitioning out of institutional or other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless.</p> <p>(5) Non-Elderly Disabled (NED) vouchers allow non-elderly disabled households to lease affordable private housing of their choice. NED vouchers also assist persons with disabilities who often face difficulties in locating suitable and accessible housing on the private market.</p> <p>(6) Latino Community Association (LCA) is an essential connecting point for Central Oregon’s immigrant community with limited English proficiency. LCA creates a space for non-English speakers to ask questions, have letters translated, get help making phone calls (interpretation) and negotiating payment plans (advocacy). LCA helps families pay their bills, file their taxes, work through legal issues, find work, improve their English, and connect to new opportunities. LCA also provides volunteer opportunities that bring people together across cultures to build a more cohesive community.</p> <p>7) We have formalized two Memorandums of Understanding (MOUs) with local community partners to enhance our leasing initiatives and improve the successful utilization of vouchers. AbiliTree will collaborate with us to assist clients with disabilities identified from the waitlist throughout the eligibility determination process. Additionally, Thrive Central Oregon will offer Housing Navigation support to applicants upon receiving vouchers, aiding them in navigating the housing market effectively.</p>	
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Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Increase Fair Housing information on Housing Works' Website and at physical locations.

We will implement comprehensive strategies to disseminate educational materials and resources across various platforms, including social media and our website. Emphasizing the importance of our website as a central hub for information, we will actively promote its use among our target audience. Additionally, we will ensure that documentation such as booklets, pamphlets, and other resources are readily available at all our physical office locations. It's imperative that these materials are accessible to all individuals, and we will take necessary steps to ensure inclusivity.

Furthermore, we are committed to maintaining our partnership with the Latino Community Association to provide translation and interpretation services for clients with Limited English Proficiency. This collaboration will ensure that language barriers do not hinder access to our services and resources.

These efforts underscore our dedication to providing comprehensive support and information to our community in a professional and accessible manner.

Create educational opportunities for community

Collaborate with fellow agencies specializing in fair housing to organize and conduct training sessions tailored for landlords, property managers, members of the general public, and staff. These initiatives aim to mitigate housing discrimination through education and awareness.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Cultivate Values of Inclusion

Housing Works will enact a range of diversity, equity, and inclusion initiatives, including racial equity trainings, integrating principles of racial equity into recruitment and advancement processes, and fostering an organizational environment characterized by inclusivity and transparent communication. Our commitment is to provide comprehensive training and cultivate a culture where both staff and leadership demonstrate consistent adherence to inclusive practices across all agency functions.

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV-Only PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Plan Elements. All PHAs must complete this section. (24 CFR §903.11(c)(3))

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR 5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR § 903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. (24 CFR §903.7(b))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. (24 CFR §903.7(e)).

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. (24 CFR §903.7(f))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA’s partnerships with other entities, and activities subject to Section 3 of the Housing and Community Development Act of 1968 (24 CFR Part 135) and under requirements for the Family Self-Sufficiency Program and others. Include the program’s size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii)).

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan.

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

- B.2 New Activities.** This section refers to new capital activities which is not applicable for HCV-Only PHAs.
- B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.11(c)(3), 24 CFR §903.7(r)(1))
- B.4 Capital Improvements.** This section refers to PHAs that receive funding from the Capital Fund Program (CFP) which is not applicable for HCV-Only PHAs
- B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements.

- C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)
- C.2 Certification by State of Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. 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. (24 CFR §903.7(o)).
- C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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 the Annual PHA Plan. The Annual PHA Plan provides 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 for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 6.02 hour 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

ATTACHMENT “A”
Central Oregon Regional Housing Authority
dba Housing Works
PHA Annual Plan for FY Beginning 07/2024
Revision of Annual Plan Elements

In FY2024 the following changes affecting the annual plan elements were made to the HCV Administrative Plan and approved by the Board of Directors:

1) Housing Works Administrative Plan:

- a) Chapter 3-I.M. Live-In Aide - add the following language:
“Family members of approved live-in aides may reside in the unit with the aide, ensuring compliance with written occupancy standards while adhering to HUD and fair housing requirements. Approved live-in aides, as defined by HUD, must provide essential care and well-being services to elderly, near elderly, or disabled residents. Live-in aides must meet specific qualifications, including verification of necessity from healthcare providers. Family members residing with the aide are restricted to children of the aide or a current spouse. Occupancy limits must not be exceeded. Live-in aides are entitled to one bedroom, and additional bedrooms will not be allocated for family members of Live-in aides.” (Attached red-line-item page 3-10)

- b) Chapter 4-II.F. Updating the Waiting List under Removal from the Waiting List - add the following language:
“If a notification letter is returned to Housing Works or otherwise not responded to, the family will be removed from the waiting list. However, if the family makes contact within 90 days of the deadline imposed and requests a reasonable accommodation, the PHA may return the family to the waiting list in the original date/time order after further review of the accommodation submitted.
For HCV Waitlist- All applications will be purged from the annual waiting list on December 31st. If an applicant is not selected by December 31st of the year that they applied, they must reapply the following year.
For PBV Waitlist- Housing Works will exhaust each current waiting list prior to opening a new waiting list for the Project Based Voucher Program. All applicants are encouraged to apply for all future waitlist openings.” (Attached red-line-item pages 4-6)

- c) Chapter 5
 - 5-11.A. Overview - add the following language:
“and additional bedrooms will not be allocated for family members of Live-in aides.” (Attached red-line-item page 5-11)

 - 5-II.F. Voucher Term and Extensions - add Housing Works Policy:
“When a Request for Tenancy Approval (RTA) is submitted, Housing Works will temporarily suspend or pause the voucher term—a practice known as tolling. The tolling period is initiated upon receipt of the RTA and continues until Housing Works completes the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of its determination. The tolling period's total days will be added to the end of the voucher term. A new expiration date will be provided to the voucher holder reflecting the added tolling period. A qualifying RTA for a new unit must be submitted by the new expiration date. Failure to do so will result in voucher expiration.” (Attached red-line items page 5-15)

d) Chapter 8

- 8-II.B. Initial HQS Inspection - remove the following language:

“Housing Works will complete the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of the determination within 15 days of submission of the Request for Tenancy Approval (RTA).” (Attached red-line-item page 8-10)

- 8-II.B. Initial HQS Inspection - add Housing Works Policy:

“Housing Works will complete the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of the determination within a reasonable amount of time but no longer than 30 calendar days from the submission of the Request for Tenancy Approval (RTA). If Housing Works cannot inspect the unit within the stipulated 30-day timeframe, or any reasonable extensions granted, the RTA will be canceled. Reasonable accommodations beyond 30 days may be considered and approved for reasons beyond a client/landlord’s control on a case-by-case basis and at the sole discretion of Housing Works. If applicable, see chapter 5 for policies surrounding voucher suspension and tolling time.” (Attached red-line items page 8-10)

e) Chapter 11-III.C. Notification of New Family Share and HAP Amount - remove the following language:

“The notice to the family will include the annual and adjusted income amounts that were used to calculate the family share of the rent and the housing assistance payment.” (Attached red-lined items page 11-19)

2) For the Homeownership Program, the following changes were implemented:

- a) Chapter 15-VII.K. Homeownership Assistance Payments and Homeownership Expenses – under Housing Works Policy, add the following language:
“\$60 starting May 1, 2024.” (Attached red-lined items page 15-23 and 15-24)

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The person currently owes rent or other amounts to Housing Works or to another PHA in connection with Section 8 or public housing assistance under the 1937 Act.

Family members of approved live-in aides may reside in the unit with the aide, ensuring compliance with written occupancy standards while adhering to HUD and fair housing requirements. Approved live-in aides, as defined by HUD, must provide essential care and well-being services to elderly, near elderly, or disabled residents. Live-in aides must meet specific qualifications, including verification of necessity from healthcare providers. Family members residing with the aide are restricted to children of the aide or a current spouse. Occupancy limits must not be exceeded. Live-in aides are entitled to one bedroom, and additional bedrooms will not be allocated for family members of Live-in aides.

Within 10 business days of receiving a request for a live-in aide, including all required documentation related to the request, Housing Works will notify the family of its decision in writing.

PART II: BASIC ELIGIBILITY CRITERIA

3-II.A. INCOME ELIGIBILITY AND TARGETING

Income Limits

HUD establishes income limits for all areas of the country and publishes them annually in the Federal Register. They are based upon estimates of median family income with adjustments for family size. The income limits are used to determine eligibility for the program and for income targeting purposes as discussed in this section.

Definitions of the Income Limits [24 CFR 5.603(b)]

Low-income family. A family whose annual income does not exceed 80 percent of the median income for the area, adjusted for family size.

Very low-income family. A family whose annual income does not exceed 50 percent of the median income for the area, adjusted for family size.

Extremely low-income family. A family whose annual income does not exceed the federal poverty level or 30 percent of the median income for the area, whichever number is higher.

Area median income is determined by HUD, with adjustments for smaller and larger families. HUD may establish income ceilings higher or lower than 30, 50, or 80 percent of the median income for an area if HUD finds that such variations are necessary because of unusually high or low family incomes.

Using Income Limits for Eligibility [24 CFR 982.201 and Notice PIH 2023-27]

Income limits are used for eligibility only at admission. Income eligibility is determined by comparing the annual income of an applicant to the applicable income limit for their family size. Income and net family assets of household members are excluded when determining income eligibility; however, household members are considered for purposes of unit size and subsidy standards. In order to be income eligible, an applicant family must be one of the following:

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Housing Works Policy

Housing Works will monitor the characteristics of the population being served and the characteristics of the population as a whole in its jurisdiction. Targeted outreach efforts will be undertaken if a comparison suggests that certain populations are being underserved. Announcements of waiting list openings and other Housing Works activity will be sent to all Central Oregon Community Service Agencies and housing advocates.

4-II.E. REPORTING CHANGES IN FAMILY CIRCUMSTANCES

Housing Works Policy

All applicants must keep their contact and preference information updated in the Rent Café online system at all times.

4-II.F. UPDATING THE WAITING LIST [24 CFR 982.204]

HUD requires the PHA to establish policies to use when removing applicant names from the waiting list.

Purging the Waiting List

The decision to withdraw an applicant family that includes a person with disabilities from the waiting list is subject to reasonable accommodation. If the applicant did not respond to a PHA request for information or updates, and the PHA determines that the family did not respond because of the family member's disability, the PHA must reinstate the applicant family to their former position on the waiting list [24 CFR 982.204(c)(2)].

Housing Works Policy

Housing Works HCV Waiting List will be purged of **all** applicants immediately prior to opening the Wait List for new pre-applications. All applicants will be informed of the purge process upon application.

Removal from the Waiting List

Housing Works Policy

Applicants will be notified of the removal process from the waiting list at the time of their pre-application. If a notification letter is returned to Housing Works or otherwise not responded to, the family will be removed from the waiting list. However, if the family makes contact within 90 days of the deadline imposed and requests a reasonable accommodation, the PHA may return the family to the waiting list in the original date/time order after further review of the accommodation submitted.

For HCV Waitlist- All applications will be purged from the annual waiting list on December 31st. If an applicant is not selected by December 31st of the year that they applied, they must reapply the following year.

For PBV Waitlist- Housing Works will exhaust each current waiting list prior to opening a new waiting list for the Project Based Voucher Program. All applicants are encouraged to apply for all future waitlist openings.

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PART II: SUBSIDY STANDARDS AND VOUCHER ISSUANCE

5-II.A. OVERVIEW

The PHA must establish subsidy standards that determine the number of bedrooms needed for families of different sizes and compositions. This part presents the policies that will be used to determine the family unit size (also known as the voucher size) a particular family should receive, and the policies that govern making exceptions to those standards. The PHA must also establish policies related to the issuance of the voucher, to the voucher term, and to any extensions of the voucher term.

5-II.B. DETERMINING FAMILY UNIT (VOUCHER) SIZE [24 CFR 982.402]

For each family, the PHA determines the appropriate number of bedrooms under the PHA subsidy standards and enters the family unit size on the voucher that is issued to the family. The family unit size does not dictate the size of unit the family must actually lease, nor does it determine who within a household will share a bedroom/sleeping room.

The following requirements apply when the PHA determines family unit size:

- The subsidy standards must provide for the smallest number of bedrooms needed to house a family without overcrowding.
- The subsidy standards must be consistent with space requirements under the housing quality standards.
- The subsidy standards must be applied consistently for all families of like size and composition.
- A child who is temporarily away from the home because of placement in foster care is considered a member of the family in determining the family unit size.
- A family that consists of a pregnant woman (with no other persons) must be treated as a two-person family.
- Any live-in aide (approved by the PHA to reside in the unit to care for a family member who is disabled or is at least 50 years of age) must be counted in determining the family unit size;
- Unless a live-in-aide resides with a family, the family unit size for any family consisting of a single person must be either a zero- or one-bedroom unit, as determined under the PHA subsidy standards.

Housing Works Policy

Housing Works will assign one bedroom for each two persons within the household, except in the following circumstances:

Persons of the opposite sex (other than spouses, domestic partner and children under age 10) will be allocated separate bedrooms.

Live-in aides will be allocated a separate bedroom and additional bedrooms will not be allocated for family members of Live-in aides.

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The family must be notified in writing of the PHA's decision to approve or deny an extension. The PHA's decision to deny a request for an extension of the voucher term is not subject to informal review [24 CFR 982.554(c)(4)].

Housing Works Policy

Housing Works will approve an additional 30 day extension if needed as a reasonable accommodation for a person with disabilities.

Suspensions of Voucher Term [24 CFR 982.303(c)]

The PHA must provide for suspension of the initial or any extended term of the voucher from the date the family submits a request for PHA approval of the tenancy until the date the PHA notifies the family in writing whether the request has been approved or denied.

Housing Works Policy

When a Request for Tenancy Approval (RTA) is submitted, Housing Works will temporarily suspend or pause the voucher term—a practice known as tolling. The tolling period is initiated upon receipt of the RTA and continues until Housing Works completes the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of its determination. The tolling period's total days will be added to the end of the voucher term. A new expiration date will be provided to the voucher holder reflecting the added tolling period. A qualifying RTA for a new unit must be submitted by the new expiration date. Failure to do so will result in voucher expiration.

Expiration of Voucher Term

Once a family's housing choice voucher term (including any extensions) expires, the family is no longer eligible to search for housing under the program. If the family still wishes to receive assistance, the PHA may require that the family reapply, or may place the family on the waiting list with a new application date but without requiring reapplication. Such a family does not become ineligible for the program on the grounds that it was unable to locate a unit before the voucher expired [HCV GB p. 8-13].

Housing Works Policy

If an applicant family's voucher term or extension expires before the PHA has approved a tenancy, the PHA will require the family to reapply for assistance.

Within 10 business days after the expiration of the voucher term or any extension, Housing Works will notify the family in writing that the voucher term has expired and that the family must reapply when the waiting list is open in order to be placed on the waiting list.

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determination must be completed within 15 days. The 15-day period is suspended for any period during which the unit is not available for inspection [982.305(b)(2)].

Housing Works Policy

~~Housing Works will complete the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of the determination within a reasonable amount of time but no longer than 30 calendar days from the submission of the Request for Tenancy Approval (RTA). If Housing Works cannot inspect the unit within the stipulated 30-day timeframe, or any reasonable extensions granted, the RTA will be canceled. Reasonable accommodations beyond 30 days may be considered and approved for reasons beyond a client/landlord's control on a case-by-case basis and at the sole discretion of Housing Works. If applicable, see chapter 5 for policies surrounding voucher suspension and tolling time. Housing Works will complete the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of the determination within 15 days of submission of the Request for Tenancy Approval (RTA).~~

Inspection Results and Re-inspections

Housing Works Policy

If any HQS violations are identified, the owner will be notified of the deficiencies and be given a time frame to correct them. If requested by the owner, the time frame for correcting the deficiencies may be extended by Housing Works for good cause. Housing Works will re-inspect the unit within five business days of the date the owner notifies Housing Works that the required corrections have been made.

If the time period for correcting the deficiencies (or Housing Works-approved extension) has elapsed, or the unit fails HQS at the time of the reinspection, the PHA will notify the owner and the family that the unit has been rejected and that the family must search for another unit. The PHA may agree to conduct a second reinspection, for good cause, at the request of the family and owner.

Following a failed reinspection, the family may submit a new Request for Tenancy Approval for the unit if the family has not found another unit by the time the owner completes all repairs and the family continues to wish to live in the unit.

For non-life threatening failed items, Housing Works will accept pictures as verification that the deficiencies have been corrected.

Utilities

Generally, at initial lease-up the owner is responsible for demonstrating that all utilities are in working order including those utilities that the family will be responsible for paying.

Housing Works Policy

If utility service is not available for testing at the time of the initial inspection, Housing Works will allow the utilities to be placed in service after the unit has met all other HQS requirements. Housing Works will reinspect the unit to confirm that utilities are operation before the HAP contract is executed by the PHA.

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Subsidy Standards [24 CFR 982.505(c)(4)]

If there is a change in the family unit size that would apply to a family during the HAP contract term, either due to a change in family composition, or a change in the PHA's subsidy standards (see Chapter 5), the new family unit size must be used to determine the payment standard amount for the family at the family's *first annual* reexamination following the change in family unit size.

Utility Allowances [24 CFR 982.517(d)]

The family share of the rent and HAP calculations must reflect any changes in the family's utility arrangement with the owner, or in the PHA's utility allowance schedule [HCV GB, p. 12-5]. Chapter 16 discusses how utility allowance schedules are established.

When there are changes in the utility arrangement with the owner, the PHA must use the utility allowances in effect at the time the new lease and HAP contract are executed.

At reexamination, the PHA must use the PHA current utility allowance schedule [HCV Guidebook 18-8].

Housing Works Policy

Revised utility allowances will be applied to a family's rent and subsidy calculations at the first annual reexamination after the allowance is adopted.

11-III.C. NOTIFICATION OF NEW FAMILY SHARE AND HAP AMOUNT

The PHA must notify the owner and family of any changes in the amount of the HAP payment [HUD-52641, HAP Contract]. The notice must include the following information [HCV GB, p. 12-6]:

- The amount and effective date of the new HAP payment
- The amount and effective date of the new family share of the rent
- The amount and effective date of the new tenant rent to owner

The family must be given an opportunity for an informal hearing regarding the PHA's determination of their annual or adjusted income, and the use of such income to compute the housing assistance payment [24 CFR 982.555(a)(1)(i)] (see Chapter 16).

Housing Works Policy

~~The notice to the family will include the annual and adjusted income amounts that were used to calculate the family share of the rent and the housing assistance payment.~~

The notice will state the family has the right to request an explanation of how the assistance was calculated and if the family disagrees, they have the right to informal hearing. The notice will include the procedures for requesting an informal hearing.

11-III.D. DISCREPANCIES

During an annual or interim reexamination, the PHA may discover that information previously reported by the family was in error, or that the family intentionally misrepresented information. In addition, the PHA may discover errors made by the PHA. When errors resulting in the

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recent regular reexamination of family income and composition since the commencement of homeownership assistance for occupancy of the home.

The PHA may pay the homeownership assistance payments directly to the lender or directly to the family. If the assistance payment exceeds the amount due to the lender, the PHA must pay the excess directly to the family.

Housing Works Policy

Housing Works will pay the Housing Assistance Payments directly to the family. It will be the family's responsibility to make the entire payment to the lender. The PHA may make an exception if the family requests the payment to go directly to the lender, and this arrangement is acceptable to the mortgage company. If the assistance payment exceeds the amount due to the lender, Housing Works will pay the excess directly to the family.

The PHA must adopt policies for determining the amount of homeownership expenses to be allowed by the PHA in accordance with HUD requirements.

Homeownership expenses (not including cooperatives) must include amounts allowed by the PHA to cover:

Housing Works Policy

- **Monthly homeownership payment.** This includes principal and interest on initial mortgage debt, taxes and insurance, and any mortgage insurance premium, if applicable.

- **Home Insurance**

- **Monthly maintenance allowance.**

Housing Works Policy:

The monthly maintenance allowance will be \$~~650~~ starting May 1, 2024.

- **Monthly major repairs and replacements.**

Housing Works Policy:

The monthly major repair/replacement allowance will be \$~~650~~ starting May 1, 2024.

- **Utility allowance.** The PHA's utility allowance for the unit, based on the current HCV utility allowance schedule.

- **Principal and interest on mortgage debt** incurred to finance costs for major repairs, replacements or improvements for the home. If a member of the family is a person with disabilities, such debt may include debt incurred by the family to finance costs needed to make the home accessible for such person, if the PHA determines that allowance of such costs as homeownership expenses is needed as a reasonable accommodation so that the homeownership option is readily accessible to and usable by such person;

- **Land lease payments** where a family does not own fee title to the real property on which the home is located; [see 24 CFR 982.628(b)].

- **Homeownership Association Fees** for a single family home or Townhome

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- For a co-op/condominium unit, condominium operating charges or maintenance fees assessed by the condominium homeowner association.

The PHA does not have the discretion to exclude any of the listed homeownership expenses or to add any additional items.

Homeownership expenses for a cooperative member include amounts allowed by the PHA to cover:

- The cooperative charge under the cooperative occupancy agreement including payment for real estate taxes and public assessments on the home;
- Principal and interest on initial debt incurred to finance purchase of cooperative membership shares and any refinancing of such debt;
- Home insurance;
- The PHA allowance for maintenance expenses;

Housing Works Policy-

The monthly maintenance allowance will be \$~~6~~50 starting May 1, 2024.

- The PHA allowance for costs of major repairs and replacements;

Housing Works Policy:

The monthly major repair/replacement allowance will be \$~~6~~50 starting May 1, 2024.

- The PHA utility allowance for the home; and
- Principal and interest on debt incurred to finance major repairs, replacements or improvements for the home. If a member of the family is a person with disabilities, such debt may include debt incurred by the family to finance costs needed to make the home accessible for such person, if the PHA determines that allowance of such costs as homeownership expenses is needed as a reasonable accommodation so that the Homeownership Option is readily accessible to and usable by such person.
- Cooperative operating charges or maintenance fees assessed by the cooperative homeowner association.

15-VII.L. PORTABILITY [24 CFR 982.636, 982.637, 982.353(b) and (c), 982.552, 982.553]

A family may qualify to move and purchase a home outside of the PHA's jurisdiction with continued homeownership assistance if the receiving PHA is administering a voucher homeownership program and is accepting new homeownership families.

The family must attend the briefing and counseling sessions required by the receiving PHA. The receiving PHA will determine whether the financing for and the physical condition of the unit are acceptable.

Housing Works Policy:

In the case of a family porting in to Housing Works jurisdiction who is currently utilizing a homeownership voucher, the maximum time allowed by Housing Works to locate and have an accepted offer on a new home will be the current Housing Works Housing

ATTACHMENT "B"
Central Oregon Regional Housing Authority
dba Housing Works
PHA Annual Plan for FY Beginning 07/2024
Goals and Objectives Statement
Progress Report

1.) Goal: Expand opportunities for housing individuals and the communities we serve

Professional Accomplishments:

- a) Completed construction at Ariel South Apartments. Ariel South Apartments is a 96-unit affordable property for families in Bend that underwent a substantial rehabilitation of existing buildings exterior and interior components.
- b) Started construction on two housing developments.
 - a. Spencer Court, 60 units of workforce housing in Redmond, started construction in Summer 2023 with an expected finish in December 2024.
 - b. Cleveland Commons 33 units of new PSH housing in Bend, started construction in Fall 2023 and expect to be finished in December 2024.
- c) Applied to the state's housing finance agency for a workforce housing development in Bend. Submitted the application in October 2023 and will hopefully be selected in late Spring of 2024. This development includes 45 units.

2.) Goal: Gain individual and family economic independence by connecting people to resources and bridging the gap between today's barriers and tomorrow's dreams

Professional Accomplishments:

- a) We have successfully served 115 households through the Family Self Sufficiency Program to date, facilitating their journey towards self-reliance and stability.
- b) Notably, one family has successfully purchased a home utilizing their HCV Vouchers, VIDA, ground lease, or NSP down payment assistance programs. Anticipation surrounds the closure of two more transactions by June 30, 2024.
- c) Our extended contract with Cornerstone Community Housing has enabled the delivery of robust resident services programming. Noteworthy initiatives include the expansion of on-site food programs and the development of "meet-and-greet" that promote a sense of community. These events have included collaboration with local law enforcement and fire agencies, and local community organizations such as THRIVE, WIC, Neighbor Impact, Friends of the Children, OSU Extension, and Oregon Department of Human Services.
- d) Outreach efforts have been sustained, encompassing youth and family participation and development through scholarships and programming via Parks and Recreation Departments. Moreover, essential services such as transportation and education have been facilitated through partnerships with Cascade East Transit and COIC. Additionally, support for seniors via agencies like Council on Aging and for parents of young children through Early Learning Hub's community building initiatives has been provided.

- e) The cultivation of partnerships has been a priority, aimed at assisting residents in various essential areas such as eviction prevention, employment opportunities, recreational opportunities, resource acquisition, and family support services. These partnerships span multiple community organizations throughout Central Oregon.
 - f) A total of 56 households have been provided assistance with security deposit loans or grants, furthering our commitment to fostering housing stability. Additionally, three households have benefited from credit builder loans, empowering individuals to strengthen their financial footing.
 - g) Our enduring collaboration with Thrive Central Oregon remains pivotal, as we continue to offer in-house social services to Housing Choice Voucher (HCV) participants and residents within our communities. This steadfast partnership underscores our dedication to supporting the holistic well-being of our constituents.
 - h) Sustained collaboration with the Latino Community Association of Central Oregon underscores our commitment to inclusivity and community outreach. By actively engaging with the Spanish language-dependent community, we strive to ensure that our services are accessible and responsive to diverse needs.
 - i) Through a lens of diversity, equity, and inclusion (DEI), we are actively engaging community partners in the ongoing redevelopment of the Housing Works website to enhance accessibility. This initiative underscores our dedication to fostering an inclusive environment that values and respects all individuals.
 - j) With the invaluable assistance of the Latino Community Association (LCA), we have successfully translated four PATHWorks (Family Self Sufficiency) newsletters into Spanish. This initiative promotes accessibility and ensures that crucial information reaches a broader audience, furthering our mission of community empowerment.
 - k) We are pleased to announce the formalization of two Memoranda of Understanding (MOUs) with local community partners to bolster our leasing initiatives and optimize the utilization of vouchers. AbiliTree will play a pivotal role in assisting clients with disabilities identified from the waitlist, facilitating their eligibility determination process. Furthermore, Thrive Central Oregon will provide Housing Navigation support to applicants upon receiving vouchers, equipping them with the necessary tools to navigate the housing market effectively and achieve sustainable housing outcomes. These collaborations exemplify our dedication to enhancing service delivery and fostering positive community impact.
- 3.) Goal: Demonstrate sound and professional stewardship of current investments and future assets

Professional Accomplishments:

- a) Comprehensive Deal Books and performance monitoring tools are meticulously crafted for each new development, ensuring thorough oversight and strategic management. Furthermore, existing property Deal Books and performance monitoring tools undergo regular updates to maintain accuracy and relevance.

- b) Our proactive approach to maintenance and improvement initiatives has led to the identification and successful completion of various projects. These include the installation of ADA-compliant doors in the administrative building and exterior painting endeavors at Prairie House, Independence Place, and Barbara's Place. Additionally, enhancements to parking lot facilities have been carried out across multiple properties, further enhancing their functionality and aesthetics.
- c) Initiatives aimed at addressing the future needs of our current properties are underway, exemplifying our commitment to long-term sustainability. Efforts such as exterior painting projects at Healy, Hawks View, Ariel Glen, and Horizon House are in progress. Moreover, strategic measures, including the application for a Heatly Homes Grant from the Oregon Health Authority, are being pursued to secure funding for critical upgrades such as roof replacements, HVAC installations, and safety improvements at Horizon, Emma's Place, and Prairie House. Furthermore, contracts have been secured and routine maintenance activities scheduled throughout our portfolio to extend the useful life and enhance the curb appeal of our properties. These include essential tasks such as dryer vent cleaning, elevator testing and certifications, power washing, window washing of select exterior buildings, and landscape improvements.

4.) Goal: Increase the public's understanding of Housing Works' role in building social capital, the economy and community vitality

Professional Accomplishments:

- a) Housing Works remains deeply engaged within the community through various channels, including virtual interviews and contributions to articles or media presentations, showcasing our commitment to active participation and public dialogue.
- b) Housing Works staff serve on the following boards and committees:
 - Sisters Housing Policy Advisory Board
 - Bend Affordable Housing Advisory Committee
 - COIC Housing for All Committee
 - Bend FUSE Committee
 - Central Oregon Rental Owners Association Member
 - Family Access Network (FAN) Steering Committee
 - Housing Oregon – Board and Policy Council
 - City of Redmond Housing & Community Development Committee
 - Central Oregon Health Council Housing Workgroup
 - Bend 2030 Mid-Market Housing Workgroup
 - Redmond Executive Association
 - Bend Habitat for Humanity Selection Committee
 - Thrive Central Oregon
 - Homeless Leadership Coalition
 - ROC Cohort Program - Housing Equity Project initiative for Central Oregon

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning ___2024___, 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 (24 CFR § 91.2).
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 (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include 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 2011-65);

- 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 a 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 a waiting list is consistent with affirmatively furthering fair housing; and
 - 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 903.7(o)(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. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. 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.
 12. 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.
 13. 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.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. 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.
 16. 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.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. 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.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. 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.
 21. 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.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Central Oregon Regional Housing Authority

OR034



PHA Name

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2024

5-Year PHA Plan for Fiscal Years 20__ - 20__

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).

<p>Name of Executive Director David Brandt</p> <p>Signature  Date 04/03/2024</p>	<p>Name Board Chairman Laura Craska Cooper</p> <p>Signature  Date 04/09/2024</p>
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The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

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

I, Natasha Detweiler-Daby, the Director, Affordable Rental Housing Division
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years N/A and/or Annual PHA Plan for fiscal
year 2024 of the Central Oregon Regional Housing Authority dba Housing Works is consistent with the
PHA Name

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

State of Oregon
Local Jurisdiction Name

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

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or
State Consolidated Plan. To increase affordable housing units and work towards deconcentration
of poverty.

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: <u>Natasha Detweiler-Daby</u>	Title: <u>Director, Affordable Rental Housing Division</u>
Signature: 	Date: <u>4/3/2024</u>

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ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing
instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD
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**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

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

I, Racheal Baker, the Affordable Housing Manager
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years **2020** and/or Annual PHA Plan for fiscal year **2024** of the Central Oregon Regional Housing Authority dba Housing Works is consistent with the
PHA Name

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

City of Bend


Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

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

The PHA Plan aligns with the City of Bend's Consolidated Plan goal to preserve affordable rental housing through the rental assistance provided and support necessary public services through its partnerships with Abilitree, Latino Community Association, and Thrive Central Oregon.

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: Racheal Baker	Title: Affordable Housing Manager
Signature: 	Date: April 1, 2024

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

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

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

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

I, John Roberts, the Deputy City Manager
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years **2020** and/or Annual PHA Plan for fiscal year **2024** of the Central Oregon Regional Housing Authority dba Housing Works is consistent with the
PHA Name

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

City of Redmond

Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

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

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

Name of Authorized Official:

John Roberts

Title:

Deputy City Manager

Signature:



Date: 04 / 01 / 2024

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