



December 15, 2020

Mr. Victor Atkins
Office of Public Housing
ATTN: Eleana Townsend
U. S. Department of Housing and Urban Development
Region IV – Miami Field Office
Brickell Plaza Federal Building
909 SE First Ave, Room 500
Miami, FL 33131-3028

Re: 2021 Annual Plan

Dear Mr. Atkins,

Enclosed please find an original copy of the 2021 Annual Plan for the Housing Authority of the City of St. Petersburg (FL002) for your review and approval. Should you have any questions, please contact Danielle Thomas, Chief Operating Officer, at (727) 323-3171, ext. 211, or via email at dthomas@stpeteha.org.

Sincerely,

Michael O. Lundy
Chief Executive Officer

cc: Eleana Townsend, HUD Portfolio Management Specialist
Judith Baumann, HUD Portfolio Management Specialist



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2021 PHA ANNUAL PLAN

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Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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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, 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. Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 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 exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A. PHA Information.																															
A.1	<p> PHA Name: <u>The Housing Authority of the City of St. Petersburg</u> PHA Code: <u>FL002</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/01/2021</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>371</u> Number of Housing Choice Vouchers (HCVs) <u>3612</u> Total Combined <u>3983</u> 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 each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <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		PH	HCV	Lead PHA:																	
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B.	Annual Plan Elements
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA 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 checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review. See Attachment #1</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below: See Attachments #2 through 6</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan. See Attachment #7</p>
B.3	<p>Progress Report.</p> <p><i>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</i></p> <p>See Attachment #8</p>

B.4.	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
Other Document and/or Certification Requirements.	
C.1	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p>Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.2	<p>Civil Rights Certification.</p> <p>Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>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> <p>See Attachment #9</p>
C.4	<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>
D	<p>Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
D.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. 6/17/2020</p>



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St. Petersburg Housing Authority (SPHA)
2021 Annual Plan
HUD-50075-HP; Attachment #1

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**St. Petersburg Housing Authority (SPHA)
2021 Annual Plan
HUD-50075-HP; Attachment #2**

HCV Administrative (Admin) Plan revision

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MEMORANDUM

TO: LaShunda Battle, Interim Chief Operating Officer

FROM: Larry Gonzalez, Housing Choice Voucher Officer

DATE: June 10, 2020

RE: Changes to HCV Wait List and Preference Procedures

The U.S. Department of Housing and Urban Development (HUD) requires housing authorities to incorporate HUD regulations into their Section 8 Housing Choice Voucher (HCV) Program's Administrative Plan. Proposed for Board approval are amendments to the St. Petersburg Housing Authority (SPHA) Section 8 HCV Administrative Plan to incorporate and establish policies and procedures for:

- HCV Pre-Application Procedures,
- Establishing HCV Wait List Preference Procedures.

The adoption of the policies set forth will streamline the HCV Wait List application process and assist affordable housing opportunities for communities served by the SPHA.

Your approval is requested.

RESOLUTION # 2568

**A RESOLUTION TO AMEND THE HOUSING CHOICE VOUCHER PROGRAM
ADMINISTRATIVE PLAN**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires Housing Authorities to incorporate HUD regulations into the Section 8 Housing Choice Voucher (HCV) Administrative Plan; and

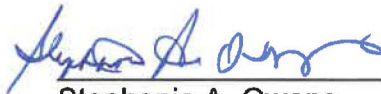
WHEREAS, the St. Petersburg Housing Authority (SPHA), annually reviews and adjust the Administrative Plan to ensure full compliance of all HUD regulations and service programs for the assigned jurisdiction; and

WHEREAS, staff proposes amending the Administrative Plan to establish policies and procedures for: 1.) HCV Pre-Application Procedures, 2.) Establishing Wait List Procedures; and

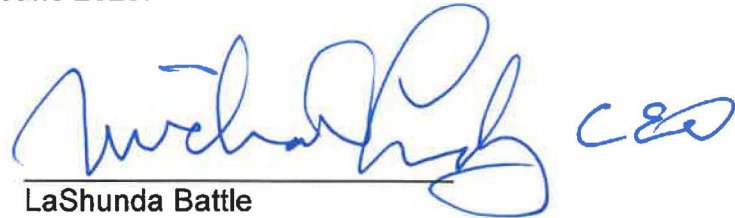
WHEREAS, the addition of the chapters will serve to assist and expand affordable housing opportunities for families served by the SPHA.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the St. Petersburg Housing Authority hereby authorizes the Interim Chief Executive Officer to amend the Housing Choice Voucher Program Administrative Plan, in accordance with this Resolution, for the 2020 program year.

APPROVED AND ADOPTED this 25th day of June 2020.



Stephanie A. Owens
Chairperson



LaShunda Battle
Secretary

Chapter 3

Pre-Application and Admission

The policy of SPHA is to ensure that all families residing in the SPHA jurisdiction who express an interest in housing assistance are given an equal opportunity to apply, and are treated in a fair and consistent manner. This Chapter describes the policies and procedures for completing an initial application for assistance, placement and denial of placement on the waiting list, and limitations on who may apply. The primary purpose of the intake function is to gather information about the family. The SPHA will also utilize this process to provide information to the family so that an accurate and timely decision of eligibility can be made. Applicants will be placed on the waiting list in accordance with this Plan.

[24 CFR 982.204]

Chapter 3

Pre-Application and Admission

A. Pre-Application

The SPHA will open the waiting list at such time that there is not a large enough pool of qualified applicants to fulfill our Annual Contribution Contracts. In order to meet/maintain the requirements for income targeting, the agency may advertise for applicants whose income is thirty percent (30%) of the area median income limit.

When SPHA opens a waiting list, SPHA must give a public notice that families may apply for tenant-based assistance. The public notice will state where and when to apply. SPHA may use either of the following approaches to place pre-applicants on the waiting list (24 CFR 982.207 (c)).

1. Date and time of application; or
2. A drawing or other random choice technique (e.g., lottery)

Any public notice of a waiting list opening will clearly state which approach the SPHA will use to place pre-applicants on the waiting list.

The waiting list will close if SPHA determines that the existing waiting list contains an adequate pool for use of available program funding, whereupon SPHA may stop accepting new applications.

The SPHA will ask the applicant to complete a pre-application form. This form requires that the family list all income, assets, family composition, etc., necessary to determine eligibility, as well as additional information such as phone numbers where the family can be reached, anticipated changes in income, assets, or family composition and past participation under the programs. The pre-application is signed and dated by the family.

The family will determine which family member will be listed as Head of Household. Once the Head of Household is determined, changes will not be made for the sole purpose of gaining additional program benefits.

The applicant may be required to submit information provided by the St. Petersburg Sheriff's Office relating to any criminal history.

SPHA will review the family's application for completeness, check for discrepancies or inconsistencies, and be certain all family income and asset information is correct. The housing authority will determine whether the family is entitled to any elderly, dependent or disability deductions or considerations.

Each applicant will be evaluated to assess the conduct of the applicant or other family members listed on the application, in present or previous housing. SPHA will conduct local and/or national police checks on household members to the extent allowed by Florida State Law. Additional screening on credit, eviction search and checks of previous debt to SPHA or any other previous landlord will also be conducted. National Crime Information Center (NCIC) check will be conducted on any applicant or household member, prior to application as described in HUD PIH Notice 201228.

Chapter 3

Pre-Application and Admission

All household members 18 years and older and emancipated adults must complete the consent form and authorize the NCIC, utility verification, credit check and eviction search for your application. Failure to do so will result in denial of housing assistance.

Applications will be accepted with a federal or state issued, non-expired picture identification card and a social security card. In lieu of the social security card, other official documentation of the social security number will be accepted. This includes, but is not limited to: DD214, W-2 form, tax statements, payroll stubs (not hand-written), Medicaid card, and other insurance documents.

The housing authority will do a quick assessment of an applicant's potential eligibility based on the information on the application.

If the family is obviously ineligible at the pre-application stage (prior to the formal verification process), the family will be informed and the reasons explained. Obvious reasons for ineligibility may be income that exceeds the applicable income limits, etc. The housing authority will notify the family in writing and give them an opportunity to request an informal review

An informal review may be requested for the following decisions denying:

- Acceptance of application for waiting list
- Issuance of certificate or voucher
- Participation in any program

Families must submit their request for an informal review in writing to the Housing Authority within ten (10) business days from the date of notification of the determination. If the informal review results in overturning the denial of assistance, the applicant's name will be placed on the waiting list at the original date and time of application or the randomization date and time before the denial.

The appeals for denial of assistance (informal review) shall be conducted by the Housing Choice Voucher Officer or his/her designee.

Families are responsible for informing the housing authority of changes in family circumstances (including income) and are responsible for responding to requests from the housing authority to update the application. Failure or refusal to provide information may result in the applicant's name being removed from the waiting list. All changes in family circumstances will be in written form.

Once determined eligible, applicants are placed on SPHA's waitlist according to the selected approach advertised in the waitlist opening, either by (1) date and time of application or (2) A drawing or other random choice technique, and local preference.

Applications for project based programs will be broken down by bedroom size.

Chapter 3

Pre-Application and Admission

B. Applicants with Debts

Applicants must satisfy in full any overdue accounts or debts owed to the St. Petersburg Housing Authority (SPHA) resulting from previous tenancy under any program administered by the SPHA. In addition, the applicant must satisfy any outstanding debts owed to any other subsidized program as reported to SPHA or HUD's Enterprise Income Verification (EIV) system or other database.

If a debt is owed to SPHA, the application will be accepted and then the applicant will be notified of the outstanding debt. The applicant will be given fourteen (14) business days from the notification date to pay the debt in full (or if a repayment agreement is in effect, make it current).

If the debt is paid in full by the due date or the repayment agreement amount due has been made current, the application will remain active. If the debt or repayment agreement amount due has not been paid by the due date, the application will be withdrawn. Applicants withdrawn will be determined ineligible and will be notified in writing. Applicants are given ten (10) business days from the date on the ineligibility letter to request an informal review. The informal review request must be done in writing and must be received by the applications office within ten (10) business days of the ineligibility letter date.

If an applicant or previous tenant is accepted and then, it is later discovered that there is an outstanding debt to SPHA, the applicant or previous tenant will be required to enter into a repayment agreement. If the applicant or previous tenant does not repay the full amount within a twelve (12) month period, their current assistance will be terminated at their annual recertification. At that time, the resident will be notified in writing and will be given the opportunity to request a grievance hearing. The request must be done in writing and must be received by the management office within ten (10) business days of the notification letter date.

C. Statement of Intake for Persons with Disabilities

See section in this Plan on reasonable accommodations.

D. Initial Determination of Family Eligibility

The following criteria determine program eligibility:

A family is eligible when classified as a Very Low-Income Family, Extremely Low Income Family, or Low Income Family as determined by income limits established by U.S. HUD for the Tampa/St. Petersburg Metropolitan Statistical Area, using thirty percent (30%) of median income for Extremely Low, fifty percent (50%) of the area median income for Very Low Income, and eighty (80%) percent of the area median income for the Low Income.

1. Applicants who fall into one of the following categories relating to criminal activity will be declared ineligible if:

Chapter 3

Pre-Application and Admission

- a. Any felony conviction(s) during a five (5) year period prior to the date of application.
- b. Two (2) or more misdemeanor convictions, where the convictions were first or second degree misdemeanors, which involved crimes of physical violence to persons or property, or criminal acts which adversely affected the health, safety or welfare of other persons, during a five (5) year period prior to date of application.
- c. Any household member who has ever been convicted of drug-related criminal activity for methamphetamine production on the premises of federally assisted housing is permanently barred from housing assistance. If any household member has been convicted of drug related criminal activity for methamphetamine production anywhere other than federally assisted housing, they will be denied assistance for ten (10) years from the incarceration release date.
- d. Any household member who is subject to a lifetime registration requirement under any state or national sex offender registration program is denied participation in any housing assistance program. If any household member is subject to a less than lifetime registration requirement under any state or national sex offender registration program they will be denied assistance for ten (10) years from the date of conviction.
- e. Applicants who have been evicted from Public Housing or other assisted housing within five (5) years of the date of eviction.
- f. Any member of the household is an alcohol abuser, whom the SPHA has reasonable cause to believe that they may threaten the health, safety, or right of peaceful enjoyment by other residents.
- g. If incarcerated during a portion of the five (5) year period prior to the application date, the applicant or other family member must be released two (2) years prior to application.
- h. Any applicant who has been incarcerated after being convicted for first or second degree murder must wait seven (7) years after release to place an application, and furthermore, must not have any additional arrests for criminal offense of any nature after being released from such incarceration.

If applicants have been deemed ineligible due to criminal activity, it is assumed that admitting them would adversely affect the health and safety of other residents. 24 CFR 5.903 (f) If the SPHA obtains criminal record information from a state or local agency under this section showing that a household member has been convicted of a crime relevant to applicant screening, the SPHA must notify the household of the proposed action to be taken based on the information and must provide the subject of the record and the applicant or tenant a copy of such information, and an opportunity to dispute the accuracy and relevance of the information. This opportunity must be provided before a

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Pre-Application and Admission

denial of admission on the basis of such information. The burden of overcoming this decision shall be upon the applicant. Consideration will be given to: (a) favorable changes in the behavior pattern of the applicant, which shall include the work history, stability of their living conditions, completion or involvement in certified education or rehabilitation programs and (b) extenuating circumstances that indicate the applicant could be a responsible resident.

Appeals for denial of assistance shall be reviewed by the Hearing Officer.

E. Verification of Application Information

These verification procedures apply to all programs in Section 8.

The SPHA shall utilize the following verification procedures:

PIH 2011-15

1. Third Party Verification

All income used to calculate eligibility and tenant portion of payment is verified. Unusual expenses, child care, preference status, full-time student status, assets and medical expenses are also verified.

An original or authentic document generated by a third party source, which may be in the possession of the applicant. The SPHA may, at its discretion, reject any tenant-provided documents and follow up directly with the source to obtain necessary verification of information.

2. Enterprise Income Verification – (EIV)

24 CFR 5.233

The SPHA is required to use the EIV system in its entirety. This means that the SPHA must use all features of the EIV system to:

- a. Verify tenant employment and income information during mandatory reexaminations of family composition and income in accordance with 24 CFR 5 §4.236.
- b. Reduce administrative and subsidy payment errors in accordance with HUD administrative guidance.

The SPHA is required to provide form HUD-52676: Debts Owed to PHAs & Terminations to all adult applicants and participants.

Prior to admission the SPHA must:

- a. Conduct a former tenant search for all adult family members 18 years of age or older.

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Pre-Application and Admission

- b. Conduct an existing tenant search for all household members.

Security Measures: The integrity and availability of the information is extremely important to protect funding and the privacy of the participants. The information is protected from unauthorized use and disclosure.

3. Review of Documents

If third party verification is impossible, the housing authority will use original documents provided by the applicants. If it applies to employment, original pay stubs showing the name of the employer, gross pay, hourly rate, time covered, name of the individual, and the social security number of the individual. Original W-2 forms may be acceptable. The SPHA shall permit the use of original computer generated printouts from the Court Registry regarding child support. Original computer generated printouts from TANF and other state agencies shall be permitted.

Any other original document, which shall be required to assist with the determination of eligibility.

4. Certification or Self-Declaration

If neither third party, computer matching, nor original documents are available as verification, the housing authority will accept a self-declaration completed by the applicant providing the information needed. If the self-declaration is not completed in front of a SPHA employee, the declaration must be notarized.

All adult members of the household and full-time students (18 and older) must sign a general authorization form.

If during the verification process, the housing authority determines that a family is ineligible, the housing authority will notify the family in writing as required by federal law.

F. Verification of Family Composition

Any of the following types of original documents will be acceptable in verifying family composition:

- Birth certificate—required for all household members
- Marriage license
- If pregnant, a signed, dated, confirmation letter on medical health provider letterhead
- Divorce decree

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- Official court documents
- Documents listed in A1 (a) & (b) of Section II

G. Grounds for Denial of Admission

In accordance with regulations, the housing authority is not required to assist families who:

1. Currently owe rent or other amounts to the housing authority or any other housing authority;
2. Were previous participants in any SPHA subsidized housing program and left owing the housing authority money for claims paid for unpaid rent, damages or vacancy loss and have a current outstanding debt;
3. Breached an agreement to repay monies owed the housing authority and still owe money;
4. Previously violated the family's obligations listed in the regulations, briefing packet or other acknowledgements of responsibility during the five (5) years prior to the application;
5. Committed fraud in connection with any federal housing assistance program during the five (5) years prior to the application;
6. Has engaged in drug-related criminal activity or violent criminal activity as defined HUD. A person must have been convicted of the charge in order to be denied or have assistance terminated;
7. Have any household member who has ever been convicted of drug-related criminal activity for methamphetamine production on the premises of federally assisted housing is permanently barred from housing assistance. If any household member has been convicted of drug-related criminal activity for methamphetamine production anywhere other than federally assisted housing, they will be denied assistance for ten (10) years from the incarceration release date;
8. Have any household member who is subject to a lifetime registration requirement under any state or national sex offender registration program is denied participation in any housing assistance program. If any household member is subject to a less than lifetime registration requirement under any state or national sex offender registration program they will be denied assistance for ten (10) years from the date of conviction.
9. Have been evicted from any federally assisted housing in the last five (5) years from the date of eviction;

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10. Have threatened or used abusive language towards housing authority personnel;
11. Fail to disclose additional information that affects their eligibility, or increases subsidy;
12. Fail to respond or complete requested forms within time given;
13. Fails to meet the eligibility requirements concerning individuals enrolled at an institution of higher education as specified in the Student Rule 24 CFR 5.612.

Proposed

Chapter 3

APPLYING FOR ADMISSION

[24 CFR 982.204]

INTRODUCTION

The policy of SPHA is to ensure that all families residing in the SPHA jurisdiction who express an interest in housing assistance are given an equal opportunity to apply, and are treated in a fair and consistent manner. This Chapter describes the policies and procedures for completing an initial application for assistance, placement and denial of placement on the waiting list, and limitations on who may apply. The primary purpose of the intake function is to gather information about the family. The SPHA will also utilize this process to provide information to the family so that an accurate and timely decision of eligibility can be made. Applicants will be placed on the waiting list in accordance with this Plan.

A. OVERVIEW OF THE APPLICATION PROCESS

The purpose of the application process is to permit SPHA to gather information and determine placement on the waiting list. The application will contain questions designed to obtain pertinent program information.

Families who wish to apply for any one of SPHA's programs must complete an application form at the time the application period is open. Applications will be available and accepted on-line at www.stpeteha.org.

Applications will be made available in an accessible format upon a Reasonable Accommodation request from a person (or authorized family member) with a disability. Applications will be mailed to interested families upon receipt of the reasonable request with receipt of a self-addressed, stamped envelope.

The application process will involve two phases. The first is the "initial" application for assistance (referred to as a pre-application). This first phase results in the family's placement on the waiting list.

The pre-application will be dated, time-stamped, and referred to SPHA's intake department where it will be ranked according to preference categories established by the SPHA and maintained until such time as it is needed for processing.

The second phase is the "final determination of eligibility" (referred to as the full application). The full application takes place when the family reaches the top of the waiting list. At this time SPHA ensures that verification of all HUD and SPHA eligibility factors are current in order to determine the family's eligibility for the issuance of a voucher.

B. OPENING/CLOSING OF APPLICATION TAKING [24 CFR 982.206, 982.54(d)(1)]

SPHA will utilize the following procedures for opening the waiting list:

When SPHA opens the waiting list, the SPHA will advertise through public notice in the LOCAL newspapers and available minority entities. Where applicable, the program(s) for which applications are being accepted will be specified.

The notice will contain:

- The dates, times, and method for the families to apply.
- The programs for which applications will be taken.
- A brief description of the program.
- Limitations, if any, on who may apply.

The notices will be made in an accessible format if requested. They will provide potential applicants with information that includes SPHA address and telephone number, how to submit an application, information on eligibility requirements, and the availability of local preferences.

Upon request from a person with a disability, additional time may be given as a Reasonable Accommodation for submission of an application after the closing deadline. This accommodation is to allow persons with disabilities the opportunity to submit an application in cases when a social service organization provides inaccurate or untimely information about the closing date.

SPHA will accept applications from eligible families unless there is good cause for not accepting the application, such as denial of assistance because of action or inaction by members of the family for the grounds stated in the "Denial or Termination of Assistance" chapter of this Administrative Plan. [24 CFR 982.206(b)(2)]

Closing the Waiting List

SPHA may stop applications if there are enough applicants to fill anticipated openings for the next 12 months. The waiting list may not be closed if it would have a discriminatory effect inconsistent with applicable civil rights laws.

The open period shall be long enough to achieve a waiting list adequate to cover projected turnover and new allocations over the next 12 months. SPHA will give at least 5 days notice prior to closing the list. When the period for accepting applications is over, SPHA will add the new applicants to the list by:

- Separating the new applicants into groups based on preferences and ranking applicants within each group by date and time of application.

C. "INITIAL" APPLICATION PROCEDURES [24 CFR 982.204(b)]

The SPHA will utilize a pre-application On-Line Registration form. The registration form is to be completed by the applicant.

The purpose of the preapplication is to permit SPHA to preliminarily assess family eligibility or ineligibility and to determine placement on the waiting list. The preapplication will contain at least the following information:

- Names and ages of all family members
- Sex and relationship of all members
- Street address and phone numbers
- Mailing address (if P.O. Box or other permanent address)
- Amount(s) and source(s) of income received by household members
- Information regarding disabilities (used to determine qualifications for allowances and deductions)
- Social Security Numbers
- Race/ethnicity
- Requests for specific accommodation needed to fully utilize program and services
- Citizenship status
- Student status
- Previous address
- Current landlord verification
- Name of emergency contact person and address
- Criminal background
- Non-family references

Duplicate applications, including applications from a segment of an applicant household, will not be accepted.

Ineligible families will not be placed on the waiting list.

Preapplications will not require an interview. The information on the application will not be verified until the applicant has been selected for final eligibility determination. Final eligibility will be determined when the full application process is completed and all information is verified. If, after a review of the pre-application, the family is determined to be preliminarily eligible, the family will be notified by e-mail or in writing (or in an accessible format, upon request, as a reasonable accommodation) by mail.

If the family is determined to be ineligible based upon the information provided in the pre-application, SPHA will notify the family by e-mail or in writing (or in an accessible format, upon request, as a reasonable accommodation) by mail.

request, as a reasonable accommodation) by mail. The notification shall state the reason(s) for ineligibility and inform the family of its right to an Informal Review.

D. APPLICANT STATUS WHILE ON WAITING LIST [CFR 982.204]

Applicants are required to inform SPHA in writing of changes in address, family composition, and/or income. Applicants are also required to respond to requests from SPHA to update information on their application and to determine their interest in assistance. Failure to provide information or to respond to mailings within the time period prescribed in the mailed correspondence will result in the applicant being removed from the waiting list.

This written notification of preliminary eligibility will be:

- E-mailed or Mailed to the applicant by first class mail
- Distributed to the applicant in the manner requested as a specific accommodation

If the family is determined to be ineligible based on the information provided in the preapplication, the SPHA will notify the family in writing (in an accessible format upon request as a reasonable accommodation), state the reason(s), and inform them of their right to an informal review. Persons with disabilities may request to have an advocate attend the informal review as an accommodation. See "Complaints and Appeals "chapter.

E. TIME OF SELECTION [24 CFR 982.204]

Applicants will be selected from the Waiting List based on a preferences point system in as approved by the Board and then by date and time of application:

PREFERENCES and POINT SYSTEM:

- VETERANS = Three (3) points
 1. Awarded to Veterans who have been honorably or medically discharged from the armed forces
- WORKING FAMILIES = Two (2) points
 1. Employed for a minimum of 20 hours per week or enrolled in a job-training program that will result in employment upon completion of the program or provide verification of an employment offer in the jurisdiction.
- SENIOR FAMILIES = Two (2) points
 1. A family whose head and spouse, or sole member is a person who is at least sixty-two (62) years of age.
 2. Two or more persons who are at least sixty-two (62) years of age living together.
 3. One or more persons who are at least sixty-two (62) years of age living with one or more live-in aides.

- **DISABLED FAMILIES = Two (2) points**
 1. A family whose head, spouse, or sole member is a person with disabilities;
 2. Two or more persons with disabilities living together; or
 3. One or more persons with disabilities living with one or more live-in aides.
- **VICTIMS OF DOMESTIC VIOLENCE = One (1) point**
 1. Victims of domestic violence who have completed a residential program through a state licensed domestic violence shelter and are referred to SPHA (CASA's 180-day program)

Points will be awarded for each category met by the applying family to ensure that those families in "greatest need" are served first. For example; A Veteran, who is disabled, and a victim of domestic violence would receive the highest possible score of Six (6) points.

If there is insufficient funding available to assist the family with the highest preference ranking at the top of the list, the SPHA will not admit any other applicant until funding is available for the first applicant.

SPHA will maintain information that permits proper selection from the Waiting List. The Waiting List will be organized to contain the following information for each applicant:

- Date and time of application
- If a member is a Veteran
- If the family is a Working, Senior or Disabled Family
- If a member is a victim of domestic violence who have completed a residential program through a state licensed domestic violence shelter and are referred to SPHA (CASA's 180-day program)

F. COMPLETION OF A FULL APPLICATION

All preferences claimed on the preapplication or while the family is on the waiting list will be verified:

- Upon receipt of the preliminary application and prior to placement on the waiting list

The qualification for preference must exist at the time the preference is claimed and at the time of verification.

After the preference is verified, when SPHA is ready to select applicants, applicants will be required to:

- Complete a Personal Declaration in their own handwriting, unless assistance is needed or a request for accommodation is made by a person with a disability. Applicants will then be interviewed by SPHA staff to review the information on the Personal Declaration form.

- Participate in a full application interview (briefing) with an SPHA representative, during which the applicant will be required to furnish complete and accurate information verbally as requested by the interviewer.
- The full application will be mailed or communicated as a Reasonable Accommodation as requested to a person with a disability.

Requirement to Attend Interview

SPHA utilizes the full application interview to discuss the family's circumstances in greater detail, to clarify information which has been provided by the family, and to ensure that the information is complete. The briefing is also used as a vehicle to meet the informational needs of the family by providing information about the application and verification process, as well as to advise the family of other SPHA services or programs which may be available.

All adult family members are required to attend the interview and sign the Personal Declaration form.

Exceptions may be made for students attending school out of state/for members for whom attendance would be a hardship.

If the head of household cannot attend the interview, the spouse may attend to complete the application and certify for the family. The head of household, however, will be required to attend an interview within ten (10) days to review the information and to certify by signature that all of the information is complete and accurate.

It is the applicant's responsibility to reschedule the interview if s/he misses the appointment. If the applicant does not reschedule or misses two (2) scheduled meetings, SPHA will reject the application.

Applicants who fail to appear and want to reschedule a missed appointment must make the request to reschedule, no later than 5 days from the original appointment date. The request must be made to the staff person who scheduled the appointment.

Reasonable accommodation will be made for persons with a disability who require an advocate or accessible offices. A designee will be allowed to participate in the interview process, but only with permission of the person with a disability.

If an application is denied due to failure to attend the full application interview, the applicant will be notified in writing and offered an opportunity to request an informal review. (See "Complaints and Appeals "chapter.)

All adult members must sign the HUD Form 9886, Release of Information, Personal Declaration, and all supplemental forms required by the PHA, the declarations and consents related to citizenship/immigration status and any other documents required by SPHA. Applicants will be

required to sign specific verification forms for information which is not covered by the HUD form 9886. Failure to do so will be cause for denial of the application for failure to provide necessary certifications and release as required by SPHA.

G. VERIFICATION [24 CFR 982.201(e)]

Information provided by the applicant will be verified, using the verification procedures in the "Verification Procedures" chapter. Family composition, income, allowances and deductions, assets, full-time student status, eligibility and rent calculation factors, and other pertinent information will be verified. Verifications may not be more than 60 days old at the time of issuance of the Voucher.

**H. FINAL DETERMINATION AND NOTIFICATION OF ELIGIBILITY
[24 CFR 982.201]**

After the verification process is completed, SPHA will make a final determination of eligibility. This decision is based upon information provided by the family, the verification completed by SPHA, and the current eligibility criteria in effect. If the family is determined to be eligible, SPHA will email or mail a notification of eligibility. A briefing will be scheduled for the issuance of a voucher and the family's orientation to the housing program.

Chapter 3

APPLYING FOR ADMISSION

[24 CFR 982.204]

INTRODUCTION

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- The dates, times, and method for the families to apply.
- The programs for which applications will be taken.
- A brief description of the program.
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The notices will be made in an accessible format if requested. They will provide potential applicants with information that includes SPHA address and telephone number, how to submit an application, information on eligibility requirements, and the availability of local preferences.

Upon request from a person with a disability, additional time may be given as a Reasonable Accommodation for submission of an application after the closing deadline. This accommodation is to allow persons with disabilities the opportunity to submit an application in cases when a social service organization provides inaccurate or untimely information about the closing date.

SPHA will accept applications from eligible families unless there is good cause for not accepting the application, such as denial of assistance because of action or inaction by members of the family for the grounds stated in the "Denial or Termination of Assistance" chapter of this Administrative Plan. [24 CFR 982.206(b)(2)]

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SPHA may stop applications if there are enough applicants to fill anticipated openings for the next 12 months. The waiting list may not be closed if it would have a discriminatory effect inconsistent with applicable civil rights laws.

The open period shall be long enough to achieve a waiting list adequate to cover projected turnover and new allocations over the next 12 months. SPHA will give at least 5 days notice prior to closing the list. When the period for accepting applications is over, SPHA will add the new applicants to the list by:

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- Amount(s) and source(s) of income received by household members
- Information regarding disabilities (used to determine qualifications for allowances and deductions)
- Social Security Numbers
- Race/ethnicity
- Requests for specific accommodation needed to fully utilize program and services
- Citizenship status
- Student status
- Previous address
- Current landlord verification
- Name of emergency contact person and address
- Criminal background
- Non-family references

Duplicate applications, including applications from a segment of an applicant household, will not be accepted.

Ineligible families will not be placed on the waiting list.

Preapplications will not require an interview. The information on the application will not be verified until the applicant has been selected for final eligibility determination. Final eligibility will be determined when the full application process is completed and all information is verified. If, after a review of the pre-application, the family is determined to be preliminarily eligible, the family will be notified by e-mail or in writing (or in an accessible format, upon request, as a reasonable accommodation) by mail.

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request, as a reasonable accommodation) by mail. The notification shall state the reason(s) for ineligibility and inform the family of its right to an Informal Review.

D. APPLICANT STATUS WHILE ON WAITING LIST [CFR 982.204]

Applicants are required to inform SPHA in writing of changes in address, family composition, and/or income. Applicants are also required to respond to requests from SPHA to update information on their application and to determine their interest in assistance. Failure to provide information or to respond to mailings within the time period prescribed in the mailed correspondence will result in the applicant being removed from the waiting list.

This written notification of preliminary eligibility will be:

- E-mailed or Mailed to the applicant by first class mail
- Distributed to the applicant in the manner requested as a specific accommodation

If the family is determined to be ineligible based on the information provided in the preapplication, the SPHA will notify the family in writing (in an accessible format upon request as a reasonable accommodation), state the reason(s), and inform them of their right to an informal review. Persons with disabilities may request to have an advocate attend the informal review as an accommodation. See "Complaints and Appeals "chapter.

E. TIME OF SELECTION [24 CFR 982.204]

Applicants will be selected from the Waiting List based on a preferences point system in as approved by the Board and then by date and time of application:

PREFERENCES and POINT SYSTEM:

- **VETERANS = Three (3) points**
 1. Awarded to Veterans who have been honorably or medically discharged from the armed forces
- **WORKING FAMILIES = Two (2) points**
 1. Employed for a minimum of 20 hours per week or enrolled in a job-training program that will result in employment upon completion of the program or provide verification of an employment offer in the jurisdiction.
- **SENIOR FAMILIES = Two (2) points**
 1. A family whose head and spouse, or sole member is a person who is at least sixty-two (62) years of age.
 2. Two or more persons who are at least sixty-two (62) years of age living together.
 3. One or more persons who are at least sixty-two (62) years of age living with one or more live-in aides.

- **DISABLED FAMILIES = Two (2) points**
 1. A family whose head, spouse, or sole member is a person with disabilities;
 2. Two or more persons with disabilities living together; or
 3. One or more persons with disabilities living with one or more live-in aides.
- **VICTIMS OF DOMESTIC VIOLENCE = One (1) point**
 1. Victims of domestic violence who have completed a residential program through a state licensed domestic violence shelter and are referred to SPHA (CASA's 180-day program)

Points will be awarded for each category met by the applying family to ensure that those families in "greatest need" are served first. For example; A Veteran, who is disabled, and a victim of domestic violence would receive the highest possible score of Six (6) points.

If there is insufficient funding available to assist the family with the highest preference ranking at the top of the list, the SPHA will not admit any other applicant until funding is available for the first applicant.

SPHA will maintain information that permits proper selection from the Waiting List. The Waiting List will be organized to contain the following information for each applicant:

- Date and time of application
- If a member is a Veteran
- If the family is a Working, Senior or Disabled Family
- If a member is a victim of domestic violence who have completed a residential program through a state licensed domestic violence shelter and are referred to SPHA (CASA's 180-day program)

F. COMPLETION OF A FULL APPLICATION

All preferences claimed on the preapplication or while the family is on the waiting list will be verified:

- Upon receipt of the preliminary application and prior to placement on the waiting list

The qualification for preference must exist at the time the preference is claimed and at the time of verification.

After the preference is verified, when SPHA is ready to select applicants, applicants will be required to:

- Complete a Personal Declaration in their own handwriting, unless assistance is needed or a request for accommodation is made by a person with a disability. Applicants will then be interviewed by SPHA staff to review the information on the Personal Declaration form.

- Participate in a full application interview (briefing) with an SPHA representative, during which the applicant will be required to furnish complete and accurate information verbally as requested by the interviewer.
- The full application will be mailed or communicated as a Reasonable Accommodation as requested to a person with a disability.

Requirement to Attend Interview

SPHA utilizes the full application interview to discuss the family's circumstances in greater detail, to clarify information which has been provided by the family, and to ensure that the information is complete. The briefing is also used as a vehicle to meet the informational needs of the family by providing information about the application and verification process, as well as to advise the family of other SPHA services or programs which may be available.

All adult family members are required to attend the interview and sign the Personal Declaration form.

Exceptions may be made for students attending school out of state/for members for whom attendance would be a hardship.

If the head of household cannot attend the interview, the spouse may attend to complete the application and certify for the family. The head of household, however, will be required to attend an interview within ten (10) days to review the information and to certify by signature that all of the information is complete and accurate.

It is the applicant's responsibility to reschedule the interview if s/he misses the appointment. If the applicant does not reschedule or misses two (2) scheduled meetings, SPHA will reject the application.

Applicants who fail to appear and want to reschedule a missed appointment must make the request to reschedule, no later than 5 days from the original appointment date. The request must be made to the staff person who scheduled the appointment.

Reasonable accommodation will be made for persons with a disability who require an advocate or accessible offices. A designee will be allowed to participate in the interview process, but only with permission of the person with a disability.

If an application is denied due to failure to attend the full application interview, the applicant will be notified in writing and offered an opportunity to request an informal review. (See "Complaints and Appeals "chapter.)

All adult members must sign the HUD Form 9886, Release of Information, Personal Declaration, and all supplemental forms required by the PHA, the declarations and consents related to citizenship/immigration status and any other documents required by SPHA. Applicants will be

required to sign specific verification forms for information which is not covered by the HUD form 9886. Failure to do so will be cause for denial of the application for failure to provide necessary certifications and release as required by SPHA.

G. VERIFICATION [24 CFR 982.201(e)]

Information provided by the applicant will be verified, using the verification procedures in the "Verification Procedures" chapter. Family composition, income, allowances and deductions, assets, full-time student status, eligibility and rent calculation factors, and other pertinent information will be verified. Verifications may not be more than 60 days old at the time of issuance of the Voucher.

**H. FINAL DETERMINATION AND NOTIFICATION OF ELIGIBILITY
[24 CFR 982.201]**

After the verification process is completed, SPHA will make a final determination of eligibility. This decision is based upon information provided by the family, the verification completed by SPHA, and the current eligibility criteria in effect. If the family is determined to be eligible, SPHA will email or mail a notification of eligibility. A briefing will be scheduled for the issuance of a voucher and the family's orientation to the housing program.

Chapter 4

Establishing and Maintaining the Waiting List

It is SPHA's objective to ensure that families are placed in the proper order on the waiting list and selected from the waiting list for admissions using the preferences that SPHA has adopted to meet local housing needs.

By maintaining an accurate waiting list, SPHA will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available so that program funds are used in a timely manner.

[24 CFR Part 5, Subpart D; 982.54(d)(1); 982.204, 982.205, 982.206]

4. Preferences for victims of Domestic Violence: Applicants who are victims of domestic violence will receive a preference. In order to qualify for a preference on the waitlist for Domestic Violence, applicants should provide documentation that incidents of domestic violence have occurred within the past year.

Status is to be verified by:

- a. Referral from domestic violence shelter (e.g., Hubbard House)

Confidentiality of applicant status shall be maintained by the agency in accordance with the provisions of the Violence Against Women Act of 1994.

At the discretion of the Housing Authority, the housing authority may issue preferences for the following:

Homeless families who have completed the required self-sufficiency classes at a homeless shelter.

All applicable preferences shall be made part of the public notice, and/or notices sent to applicants.

C. Maintaining the Waiting List

After the preliminary eligibility determination has been made, applicants are placed on the waiting list in order of original date and time of application or the randomization date and time, and local preference. The housing authority will maintain an accurate waiting list, which conforms to HUD requirements.

D. Updating the Waiting List

The housing authority may at least once a year update the waiting list to ensure that it is current and accurate.

HUD rules do not describe specific procedures to purge a waiting list. However, a purge begins with a standardized email or mailing to waiting list applicants, requiring a verification of continued interests. The housing authority will mail a letter to the applicant's last known address, requesting information regarding their continued interest in maintaining a place on the waiting list.

If the applicant does not notify the housing authority of a move as required, the housing authority will not be responsible for the applicant's failure to receive the updated request.

A copy of the request in the file will indicate a reasonable assumption the letter was mailed. The request letter will include a deadline date by which applicants must contact the housing authority of their continued interest, by mail or in person. If the housing authority fails to receive the applicant notice by the deadline date, the applicant's name will be removed from the waiting list.

Applicants will be given seven (7) days to respond to the request letter. The housing authority does not accept responsibility for mail or email delays.

The housing authority will attempt to locate families who indicated a disability on their application, by utilizing the returned forwarding address provided by the post office, if any, before removing the family from the waiting list.

If an applicant with a disability has failed to respond to a selection letter for reasons relating to their disability, they may be reinstated and returned to the waiting list with their original date and time of application. This contact and request must be made within sixty (60) days of the selection.

E. Removal of Names from Waiting List

The following reasons are cause for the family name to be removed from the waiting list:

- No response to purge letter
- Family is housed after selection
- No-show for eligibility or briefing appointments (two opportunities are given)
- No-show for SRO appointment without rescheduling
- Missed deadline for returning eligibility documentation
- Under age eighteen (18), not emancipated
- Preponderance of evidence indicates drug or criminal activity in household
- Voucher expired
- Certification for PBC, Mod Rehab or SRO expired
- Failure to move into unit after inspection
- Voluntary withdrawal from program(s)
- Lifetime registered sex offender
- Fraud
- Violation of Family Obligations
- Over Income limits

All applicants removed from the waiting list shall be issued a letter indicating the reason for their removal and given the opportunity to request an informal review.

F. Selection from Waiting List

In order to accommodate the need for eligible families to maintain lease-up, selections are made by taking names from the list and handling by groups. Therefore, someone who applied after another person, but who quickly returns all necessary paperwork to determine eligibility, may be briefed and issued a voucher before someone else in that selections block whose application date is earlier.

Selections for tenant based programs will be based on the original date and time of completed applications or the randomization date and time, and local preference. The housing authority will maintain a quarterly report to determine that at least seventy-five percent (75%) of new admissions to tenant based programs will have incomes at or below thirty percent (30%) of the area median income.

If it appears that the percentage will fall below seventy-five percent (75%), families whose incomes are below thirty percent (30%) of the area median income will be given a preference for the selections necessary to reach this requirement.

Selections for project based programs will be based on bedroom size and date and time of completed application.

G. Return to the Waiting List

Applicants who Must Reapply

Applicants who reapply to be placed back on the waiting list will be positioned on the waiting list as of the original date and time they reapply or by the randomization selection number assigned by the lottery.

- If the family declines the offer of a voucher, the family will not be eligible to be returned to the waiting list. The family must reapply to the waiting list.

- ✓ A family whose application is denied for failure to provide information must reapply to be placed back on the waiting list.
- ✓ A family found ineligible for assistance must reapply to be placed back on the waiting list.
- ✓ Applicants found ineligible for assistance because they exceed the current HUD published Section 8 income limits must reapply to be placed back on the waiting list.

H. Applicants Reinstated at Original or Randomization Date and Time of Application

Applicants removed from the waiting list will be given the benefit of the doubt if there is a reasonable possibility they were removed from the waiting list through no fault of their own.

These applicants may be reinstated on the waiting list if there is a reasonable possibility they were not notified, such as in the case of only one notice being issued or that they had reported an address change that was not entered in the system through no fault of their own.

If mail is returned, in order to be reinstated, applicants must request reinstatement and verify proof of address during application process.

Chapter 4

ESTABLISHING PREFERENCES AND MAINTAINING THE WAITING LIST

[24 CFR Part 5, Subpart D; 982.54(d)(1); 982.204, 982.205, 982.206]

It is SPHA's objective to ensure that families are placed in the proper order on the waiting list and selected from the waiting list for admissions using the preferences that SPHA has adopted to meet local housing needs.

By maintaining an accurate waiting list, SPHA will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available so that program funds are used in a timely manner.

A. WAITING LIST [24 CFR 982.204]

The SPHA uses a single waiting list for admission to its Section 8 tenant-based assistance program.

Except for Special Admissions, applicants will be selected from SPHA's waiting list in accordance with policies and preferences and income targeting requirements defined in this Administrative Plan.

SPHA will maintain information that permits proper selection from the waiting list.

The waiting list contains the following information for each applicant listed:

- Applicant name
- Family unit size (number of bedrooms family qualifies for under SPHA subsidy standards)
- Date and time of application
- Qualification for any ranking or local preference
- Racial or ethnic designation of the head of household

B. SPECIAL ADMISSIONS [24 CFR 982.54(d)(e), 982.203]

If HUD awards SPHA program funding that is targeted for specifically named families, SPHA will admit these families under a Special Admission procedure.

Special admissions families will be admitted outside of the regular waiting list process. They are not required to be on the program waiting list. SPHA may maintain separate records of these admissions.

The following are examples of types of program funding that may be designated by HUD for families living in a specified unit:

- A family displaced because of demolition or disposition of a public or Indian housing project;
- A family residing in a multifamily rental housing project when HUD sells, forecloses or demolishes the project;
- For housing covered by the Low Income Housing Preservation and Resident Homeownership Act of 1990;
- A family residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term; and
- A non-purchasing family residing in a HOPE 1 or HOPE 2 project.

C. LOCAL PREFERENCES [24 CFR 982.207]

Applicants will be selected from the Waiting List based on a preferences point system in as approved by the Board and then by date and time of application:

PREFERENCES and POINT SYSTEM:

- **VETERANS = Three (3) points**
 1. Awarded to Veterans who have served in the armed forces
- **WORKING FAMILIES = Two (2) points**
 1. Employed for a minimum of 20 hours per week or enrolled in a job-training program that will result in employment upon completion of the program or provide verification of an employment offer in the jurisdiction.
- **SENIOR FAMILIES = Two (2) points**
 1. A family whose head and spouse, or sole member is a person who is at least sixty-two (62) years of age.
 2. Two or more persons who are at least sixty-two (62) years of age living together.
 3. One or more persons who are at least sixty-two (62) years of age living with one or more live-in aides.
- **DISABLED FAMILIES = Two (2) points**
 1. A family whose head, spouse, or sole member is a person with disabilities;
 2. Two or more persons with disabilities living together; or
 3. One or more persons with disabilities living with one or more live-in aides.
- **VICTIMS OF DOMESTIC VIOLENCE = One (1) point**

- Victims of domestic violence who have completed a residential program through a state licensed domestic violence shelter and are referred to SPHA (CASA's 180-day program)

Points will be awarded for each category met by the applying family to ensure that those families in "greatest need" are served first. For example; A Veteran, who is disabled, and a victim of domestic violence would receive the highest possible score of Six (6) points.

D. INCOME TARGETING

In accordance with the Quality Housing and Work Responsibility Act of 1998, each fiscal year SPHA will reserve a minimum of seventy-five percent (75%) of its Section 8 new admissions for families whose income does not exceed thirty percent (30%) of the area median income. HUD refers to these families as "extremely low-income families." SPHA will admit families who qualify under the Extremely Low Income limit to meet the income targeting requirement, regardless of preference.

SPHA's income targeting requirement does not apply to low income families continuously assisted as provided for under the 1937 Housing Act.

The SPHA shall have the discretion, at least annually, to exercise the 'fungibility' provision of the QHWRA. This provision allows the SPHA to admit less than the minimum of 40% of its extremely low income families in a fiscal year to its public housing program to the extent that the SPHA's admission of extremely low income families in the voucher program exceeds 75% of all admissions during the fiscal year. If exercising this option, the SPHA will follow the fungibility threshold limitations as set forth in QHWRA legislation.

SPHA will monitor admissions to the Section 8 program at the end of each quarter throughout the fiscal year. If, at the end of any quarter, extremely low-income families make up less than 75% of admissions for the fiscal year to date, SPHA will give priority to extremely low-income families (skipping over the higher income families on the Waiting List) until extremely low-income admissions again make up 75% of the admissions during the fiscal year. Once the 75% target is reached, SPHA will go back to those higher income families previously skipped.

E. TARGETED FUNDING [24 CFR 982.203]

If HUD awards special funding for certain family types, families who qualify are placed on the regular waiting list. When a specific type of funding becomes available, the waiting list is searched for the first available family meeting the targeted funding criteria.

Applicants who are admitted under target funding which are not identified as a Special Admission may be identified by codes in the automated system.

The SPHA does not have any 'Targeted' Programs at this time.

F. PREFERENCE AND INCOME TARGETING ELIGIBILITY [24 CFR 982.207]

Change in Circumstances

Changes in an applicant's circumstances while on the waiting list may affect the family's entitlement to a preference. Applicants are required to notify SPHA in writing when their circumstances change.

When an applicant claims an additional preference, s/he will be placed on the waiting list in the appropriate order determined by the newly-claimed preference.

The exception to this is, if at the time the family applied, the waiting list was only open to families who claimed that preference. In such case, the applicant must verify that they were eligible for the first preference before they are returned to the waiting list with the new preference.

If the family's verified annual income, at final eligibility determination, does not fall under the Extremely Low Income limit and the family was selected for income targeting purposes before family(ies) with a higher preference, the family will be returned to the waiting list.

Cross-Listing of Different Housing Programs and Section 8 [24 CFR 982.205(a)] The

SPHA will not merge its waiting lists for public housing and Section 8.

G. ORDER OF SELECTION [24 CFR 982.207(e)]

SPHA's method for selecting applicants from a preference category leaves a clear audit trail that can be used to verify that each applicant has been selected in accordance with the method specified in the administrative plan.

Local Preferences

The SPHA has selected the following system to apply local preferences:

- Applications will first be ranked by date and time, and then each preference will receive an allocation of points. The more preference points an applicant has, the higher the applicant's place on the waiting list.
- Three (3) points will be awarded to Veterans
 - Two (2) points will be awarded to Working, Senior or Disabled families
 - One (1) point will be awarded for victims of domestic violence who have completed a residential program through a state licensed domestic violence shelter and are referred to SPHA (CASA's 180-day program)

H. FINAL VERIFICATION OF PREFERENCES [24 CFR 982.207]

Preference information on applications will be updated as applicants are selected from the waiting list. At that time, SPHA will:

- Mail a Preference Verification letter to the applicant's last known address, requesting verification of the family's preference claim and mail third party verifications as applicable.

I. PREFERENCE DENIAL [24 CFR 982.207]

If the SPHA denies a preference, the SPHA will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for an Informal Review. If the preference denial is upheld as a result of the review, or the applicant does not request a review, the applicant will be placed on the waiting list without benefit of the preference. Applicants may exercise other rights if they believe they have been discriminated against.

If the applicant falsifies documents or makes false statements in order to qualify for any preference, they will be removed from the waiting list.

J. REMOVAL FROM WAITING LIST AND PURGING [24 CFR 982.204(c)]

The Housing Authority may at least once a year update the waiting list to ensure that it is current and accurate.

HUD rules do not describe specific procedures to purge a waiting list. However, a purge begins with a standardized email or mailing to waiting list applicants, requiring a verification of continued interest. If the applicant does not notify the housing authority of a move as required, the housing authority will not be responsible for the applicant's failure to receive the updated request.

A copy of the request in the file will indicate a reasonable assumption the letter was mailed. The request letter will include a deadline date by which applicants must contact the housing authority of their continued interest, by mail, email or in person. If the housing authority fails to receive the applicant notice by the deadline date, the applicant's name will be removed from the waiting list.

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All applicants removed from the waiting list shall be issued a letter indicating the reason for their removal and given the opportunity to request an informal review.



MEMORANDUM

TO: Mr. Michael Lundy, CEO

FROM: Larry Gonzalez, Housing Choice Voucher Officer

DATE: September 18, 2020

RE: Updating the SPHA Administrative Plan

The U.S. Department of Housing and Urban Development (HUD) requires housing authorities to incorporate HUD regulations into their Section 8 Housing Choice Voucher (HCV) Program's Administrative Plan. Proposed for Board approval are amendments to the St. Petersburg Housing Authority (SPHA) Section 8 HCV Administrative Plan to incorporate and establish policies and procedures.

The adoption of the policies set forth will streamline the HCV operational process and assist affordable housing opportunities for communities served by the SPHA.

Your approval is requested.



The CVR Associates team (CVR), under contract with HUD to provide TA to the St. Petersburg Housing Authority (CHA), has provided a review of their Housing Choice Voucher Administrative Plan. Below are edits made, some of which are mandatory and some of which are optional, to the Administrative Plan in order to bring it current.

SPHA Administrative Plan Updates/Changes					
Section	Mandatory	Optional	Current Language	Proposed Language	Other Comments
Chapter 1 C. Purpose of the Plan		X	Applicable regulations include: 24 CFR Part 5: General Program Requirements, 24 CFR Part 8: Nondiscrimination; 24 CFR Part 982: Section 8 Tenant-Based Assistance: Housing choice Voucher Program	Add: 24 CFR Part 983 – Project-Based Voucher (PBV) Program; 24 CFR Part 985 – Section 8 Management Assessment Program (SEMAP)	
Chapter 1 D. Administrative Fee Reserve	X		Silent	Expenditures from the Administrative Fee Reserve in excess of \$_____ require approval by the CHA Board of Commissioners or other governing body.	SPHA must determine the amount that can be spent without Board approval. The Policy can be set so that all expenditures require Board approval.
Chapter 1 F. Reasonable Accommodations Policy	X		<i>In accordance with Notice PIH 2014-03 (HA) Temporary Compliance Assistance and approved for implementation by the SPHA Board, the SPHA may approve a payment standard for no more than 120% of the Fair Market Rent if required as a reasonable accommodation for a family that includes a person with disability. This provision expires March 31, 2014 unless extended by HUD.</i>	SPHA may approve a payment standard for not more than 120% of the Fair Market Rent as a reasonable accommodation for a family with a person with a disability. With HUD's prior approval, SPHA may approve a payment standard more that 120% of the Fair Market Rent as a reasonable accommodation for a family with a person with a disability.	The required has been codified, 24 CFR Part 982.503(3)(b)(v)

SPHA Administrative Plan Updates/Changes					
Section	Mandatory	Optional	Current Language	Proposed Language	Other Comments
Chapter 1 F. Reasonable Accommodations Policy		X	...The full application will also include questions asking all applications whether reasonable accommodations are necessary.	...The full application will also include questions asking all applicants whether reasonable accommodations are necessary.	It like SPHA intended to use <i>applicants</i> not <i>applications</i> .
Chapter 2 Eligibility for Admission A.		X	An applicant must furnish Social Security Numbers for all family members or certify if a family member does not have a Social Security Number and when they expect to have it	An applicant must furnish Social Security numbers for all family members except those family members that do not contend to have eligible immigration status.	PIH Notice 2018-24 Verification of Social Security Numbers...
Chapter 2 Eligibility for Admission B Family Composition			B. Family Composition [24 CVR 982.201(c)]	B. Definition of Family	Renaming this section is in line with the revised HUD definition of family.
Chapter 2 Eligibility for Admission B	X		<p>1. A family with or without children, which is:</p> <ul style="list-style-type: none"> • Such a family is defined as a group of people related by blood, marriage, adoption or affinity that live together in a stable family relationship. • Children temporarily absent from the home due to placement in foster care are considered family members. <p>2. An elderly family, which is:</p> <ul style="list-style-type: none"> • A family whose head, spouse, or sole member is a person who is at least sixty-two (62) years of age; • Two or more persons who are at least sixty-two (62) years of age living together; or • One or more persons who are at least sixty-two (62) years of age living with one or more live in 	<p>A family includes but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:</p> <ol style="list-style-type: none"> 1. A single person, who may be an elderly, displaced disabled near-elderly or any other single person; or 2. A group of persons residing together, and such group includes but is not limited to: <ul style="list-style-type: none"> • A family with or without children A child temporarily away from the home because of a placement in foster care is considered a member of the family • An elderly family A family whose head, spouse, co-head or sole member is at least 62 years of age. It may include two or mor persons who are at 	The HUD definition of family changed and the former verbiage is no longer applicable.

SPHA Administrative Plan Updates/Changes					
Section	Mandatory	Optional	Current Language	Proposed Language	Other Comments
			<p>aides.</p> <p>3. A near-elderly family, which is:</p> <ul style="list-style-type: none"> • A family whose head, spouse, or sole member is a person who is at least fifty (50) years of age but below the age of sixty-two (62); • Two or more persons, who are at least fifty (50) years of age but below the age of sixty-two (62), living together; or • Two or more persons, who are at least fifty (50) years of age but below the age of sixty-two (62), living with one or more live-in aides. <p>4. A disabled family, which is:</p> <ul style="list-style-type: none"> • A family whose head, spouse, or sole member is a person with disabilities; • Two or more persons with disabilities living together; or • One or more persons with disabilities living with one or more live-in aides. <p>5. A displaced family, which is:</p> <ul style="list-style-type: none"> • A family in which each member, or whose sole member, has been displaced by governmental action, or whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal disaster relief laws. <p>6. A remaining member of a tenant family</p> <p>7. A single person who is not an elderly or displaced person, a person with disabilities, or the remaining member of a tenant family.</p>	<p>least 62 years of age living together, or one or more persons who are at least 62 years of age living with one or more live-in aides.</p> <ul style="list-style-type: none"> • A near-elderly family; <p>A family whose head, spouse or co-head or sole member is at least 50 years of age but below the age of 62; or</p> <p>Two or more persons who are at least 50 year of age but below the age of 62 living together; or</p> <p>One or more persons who are at least 50 years of age but below the age of 62, living with one or more live-in aides</p> <ul style="list-style-type: none"> • A disabled family <p>A family whose head, spouse, co-head or sole member is a person with a disability. It may include two or more persons with disabilities living together, or one or more persons with disabilities living with one or more live-in aides.</p> <ul style="list-style-type: none"> • A displaced family <p>A family wherein each member, or whose sole member is a person displaced by governmental action, or a person whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal disaster relief.</p> <ul style="list-style-type: none"> • Remaining member of a tenant family <p>A family member or members of household eligible to assume full responsibility for the voucher in the event of the death of the head of</p>	

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				household. This can be the spouse, co-head or other adult family member. In the event that a minor remains, other rules apply and may be determined on a case-by-case basis.	
Chapter 2 Eligibility for Admission C. Income Limitations		X	In accordance with PIH 2009-22 (HA), a live-in aide is not considered a family member of the assisted family (household) and is not entitled to the HCV as the remaining member of the tenant family.	Remove. This has been codified on 24 CFR Part 5	This is not incorrect; but is not necessary.
Chapter 2 Eligibility for Admission D. Mandatory Social Security Numbers	X		Families are required to provide verification of Social Security Numbers for all family members prior to admission, if they have been issued a number by the Social Security Administration. This requirement also applies to persons joining the family after admission to the program. Failure to furnish verification of social security numbers is grounds for denial or termination of assistance. Persons who have not been issued a Social Security Number must sign a certification that they have never been issued a Social Security Number. Persons who disclose their Social Security Number but cannot provide verification must sign a certification and provide verification within 60 days. Elderly persons must provide verification within 120 days.	<p>Applicant families are required to provide verification of Social Security Numbers for all family members prior to admission. If the family is unable to provide verification of SSNs the family may remain on the waiting list and maintain his/her position for a period designated by the PHA.</p> <p>Participant families are required to provide verification of social security numbers. If all members of the household do not provide verification of social security numbers, the housing assistance of the participant family will be terminated.</p> <p>The PHA may defer termination and provide the family the opportunity to comply within a period not to exceed 90 calendar days from the date non-compliance was determined if the failure to comply could not be foreseen and were out of the control of the family; and there is reasonable likelihood the family will be able to comply by the deadline.</p> <p>Existing program participants, who as of January 31, 2010, were 62 years of age or older (born on or before January 31, 1948). This exemption continues even if the individual moves to a new public housing assisted unit.</p>	

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Chapter 3 Pre-Application and Admission A.		X	This includes, but is not limited to: DD214, W-2 form, tax statements, payroll stubs (not hand-written), Medicaid card, and other insurance documents.	This includes, an original document issued by a Federal, State or local government agency, which contains the names and Social Security Number of the individual.	The proposed language is included in PIH Notice 2018-24. Forms like W-2 form, tax statement, payroll stubs are not documents issued by a government entity.
Chapter 3 Pre-Application and Admission B.	X		PIH 2011-15	PIH Notice 2018-18	Incorrect regulatory reference
Chapter 3 Pre-Application and Admission E.	X	X	Verification of Application Information These verification procedures apply to all programs in Section 8. The SPHA shall utilize the following verification procedures: PIH 2011-15 1. Third Party Verification All income used to calculate eligibility and tenant portion of payment is verified. Unusual expenses, child care, preference status, full-time student status, assets and medical expenses are also verified. An original or authentic document generated by a third party source, which may be in the possession of the applicant. The SPHA may, at its discretion, reject any tenant-provided documents and follow up directly with the source to obtain necessary verification of information. 2. Enterprise Income Verification – (EIV) 24 CFR 5.233 The SPHA is required to use the EIV system in its entirety. This means that the	Except as provided here, SPHA will utilize the verification procedures in Chapter 7 of this Administrative Plan.	The verbiage in the recently adopted Chapter 3 is confusing and does accurately state the HUD verification hierarchy. Chapter 7 is sufficient to provide verification policy. It is redundant to have it in 2 places as it is basically the same for applicants and participants.

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			<p>CHA must use all features of the EIV system to:</p> <p>a. Verify tenant employment and income information during mandatory reexaminations of family composition and income in accordance with 24 CFR 5 §4.236.</p> <p>b. Reduce administrative and subsidy payment errors in accordance with HUD administrative guidance.</p> <p>The SPHA is required to provide form HUD-52676: Debts Owed to PHAs & Terminations to all adult applicants and participants.</p>		
Chapter 3 Pre-Application and Admission E.	X	X	<p>3. Review of Documents</p> <p>If third party verification is impossible, the housing authority will use original documents provided by the applicants. If it applies to employment, original pay stubs showing the name of the employer, gross pay, hourly rate, time covered, name of the individual, and the social security number of the individual. Original W-2 forms may be acceptable. The SPHA shall permit the use of original computer generated printouts from the Court Registry regarding child support. Original computer generated printouts from TANF and other state agencies shall be permitted. Any other original document, which shall be required to assist with the determination of eligibility.</p> <p>4. Certification or Self-Declaration</p>	None	Same as above

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			<p>If neither third party, computer matching, nor original documents are available as verification, the housing authority will accept a self-declaration completed by the applicant providing the information needed. If the self-declaration is not completed in front of a SPHA employee, the declaration must be notarized. All adult members of the household and full-time students (18 and older) must sign a general authorization form. If during the verification process, the housing authority determines that a family is ineligible, the housing authority will notify the family in writing as required by federal law.</p> <p>F. Verification of Family Composition Any of the following types of original documents will be acceptable in verifying family composition:</p> <ul style="list-style-type: none"> • Birth certificate—required for all household members • Marriage license • If pregnant, a signed, dated, confirmation letter on medical health provider letterhead • Divorce decree <p>Official court documents</p> <ul style="list-style-type: none"> • Documents listed in A1 (a) & (b) of Section II 		
Chapter 4 Establishing and Maintaining the Waiting List G.			G. Return to the Waiting List	Applicants who Must Reapply	Return to the Waiting List should be replaced with Applicants who Must Reapply. The options noted in this section do not provide an

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					opportunity to return the waiting list.
Chapter 5 Subsidy Standards A.	x		GUIDELINES FOR DETERMINING VOUCHER SIZE Voucher Size Persons in Household Minimum Number Maximum Number 0 Bedroom 1 1 1 Bedroom 1 2 2 Bedrooms 2 4 3 Bedrooms 3 6 4 Bedrooms 4 8 5 Bedrooms 6 10 6 Bedrooms 8 12	<div>MinimumMaximum</div> 1 Bedroom 2 Bedroom 1 2 4 2	This corrects the Chart that is not aligned completely
Chapter 5 Subsidy Standards C.			Utility Allowance: The utility allowance used to calculate the gross rent is based on the actual size of the unit the family selects, regardless of the size authorized on the family's Voucher.	In instances where the voucher size differs from the unit size, the utility allowance used to calculate the gross rent will be based on the bedroom size of the lesser of the unit size and voucher size.	Revised regulation
Chapter 6 Factors Related To Total Tenant Payment And Family Share Determination F.		x	...as set forth by the Quality Housing and Work Responsibility Act (QHWRA) of 1998. HUD has defined circumstances under which a hardship could be claimed	No replacement	QHWRA has been codified. The reference its not needed.
Chapter 6 Factors Related To Total Tenant Payment And Family Share Determination L.		x	Effective January 1, 2015, the utility allowance shall always be based on the unit size listed on the family's voucher, not the actual unit size selected	...The utility allowance used to calculate the gross rent will be based on the bedroom size of the lesser of the unit size and voucher size.	Revised regulation
Chapter 7 Verification Procedures	x		The SPHA will verify information through the four methods of verification acceptable to HUD in the following order: 1. Up-front verification, like the Enterprise Income Verification (EIV) system 2. Third-Party Written	The SPHA will verify information for applicants and participants following HUD's Verification Hierarchy. 6. Up-front Income Verification (HUD's EIV system)	Include the current HUD Verification Hierarchy

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			3. Third-Party Oral 4. Review of Documents 5. Certification/Self-Declaration	<p>The use of HUD's Enterprise Income Verification System to determine household income.</p> <p>5. UIV using a non-HUD system</p> <p>The verification of income before or during a family reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a number of individuals</p> <p>4. Review of Documents</p> <p>An original or authentic document generated by a third-party source dated either within the 60-day period preceding the reexamination or PHA request date. Such documentation may be in the possession of the tenant (or applicant) and is commonly referred to as tenant-provided-documents. SPHA may, at its discretion, reject any tenant-provided documents and follow up directly with the source to obtain necessary verification of information.</p> <p>3. Third-party Written Verification</p> <p>A standardized form to collect information from a third-party source. The form is completed by the third party by hand. This form is sent directly to the third-party source.</p> <p>2. Third Party Oral Verification</p> <p>Independent verification of information by contacting the individual income/expense source(s) as identified through the UIV technique of identified by the family. SPHA staff should document I the tenant file, the date and time of the telephone call, the name of the person contacted and telephone number along with the confirmed information.</p>	

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				<p>1. Self-Certification/Tenant Declaration</p> <p>If verifications cannot be made using the hierarchy levels 6-2, the family will be required to submit a self-certification. Self-certifications are a notarized statement or affidavit under penalty of perjury.</p>	
Chapter 10 Housing Quality Standards and Inspections C.		x	None	The SPHA will conduct quality control inspections. If the result(s) of these inspections indicate self-certification that deficiencies were corrected is false, the SPHA may determine the owner is no eligible to self-certify to the correction of HQS deficiencies. CHA will maintain of list of owners not eligible HQS self-certifications.	
Chapter 10 Housing Quality Standards and Inspections F.	x		<p><i>PEELING PAINT</i></p> <p>No peeling paint should be anywhere inside or outside the unit. Surface is to be scraped and repainted with 2 coats of non-lead based paint.</p>	<p>DEFECTIVE PAINT</p> <p>For units built after 1978, no peeling paint should be anywhere inside or outside the unit. The surface is to be scraped ad repainted with 2 coats of paint.</p> <p>For units built before 1978, the Housing Authority will comply with 24 Code of Federal Regulations Part 35 Lead-Based Paint Poisoning Prevention in Certain Residential Structures Subparts H, Project-Based Assistance and M, Tenant-Based Rental Assistance. This includes regular communication with the Public Health Department at least quarterly, to ensure children younger than 6 years old</p> <p>If a SPHA is notified by a public health department or other medical health care provider, or verifies information from a source other than a public health department or medical health care provider, that a child of less than 6 years of age, living in an HCV-assisted unit has been identified as having an environmental intervention blood lead level, the SPHA must complete a risk assessment of the dwelling unit. The risk assessment must be completed in accordance with program requirements, and the result of the risk assessment</p>	

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				must be immediately provided to the owner of the dwelling unit. In cases where the public health department has already completed an evaluation of the unit, this information must be provided to the owner. Within 30 days after receiving the risk assessment report from the SPHA, or the evaluation from the public health department, the owner is required to complete the reduction of identified lead- based paint hazards in accordance with the lead-based paint regulations [24 CFR 35.1325 and 35.1330]. If the owner does not complete the “hazard reduction” as required, the dwelling unit is in violation of HQS and the SPHA will take the appropriate remedial actions up to and including abatement and contract termination.	
Chapter 11 Owner Rents, Rent Reasonableness and Payment Standards Introduction		x	<p>The policies in this Chapter reflect the amendments to the HUD regulations, which were implemented by the Quality Housing and Work Responsibility Act of 1998 for the Section 8 Tenant-Based Assistance Program. These amendments became effective on October 1, 1999, which is referred to as the “merger date”. These amendments complete the merging of the Section 8 Certificate and Voucher Programs into one program, called the Housing Choice Voucher Program.</p> <p>All Section 8 participant families have been transitioned to the Housing Choice Voucher Program on or before October 1, 2001. Rent calculation methods for the Housing Choice Voucher Program are described at 24 CFR 982.505. The rent calculation formula is specific and is not</p>	None	This verbiage is not relevant and should be removed. T

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			subject to interpretation.		
Chapter 11 Owner Rents, Rent Reasonableness and Payment Standards Introduction	x		<p>The rent to owner is limited only by rent reasonableness. The SPHA must demonstrate that the rent to owner is reasonable in comparison to rent for other comparable unassisted units.</p> <p>The only other limitation on rent to owner is the maximum rent standard at initial occupancy (24 CFR 982.508). At the time a family initially receives tenant-based assistance for occupancy of a dwelling unit, whether it is a new admission or a move to a different unit, if the gross rent for the unit exceeds the applicable payment standard for the family, the family share may not exceed 40 percent of the family's monthly adjusted income.</p>	<p>The rent to owner is limited by rent reasonableness and affordability during the initial term of the lease and HAP Contract, for new admissions and moves. The SPHA must demonstrate that the rent to owner is comparable to rents paid for similar non-subsidized. For new admissions and moves, if the gross rent for the selected unit is more than the applicable payment standard, the family share cannot be more than 40 percent of the adjustment income of the family.</p>	This mandatory requirement requires clarification
Chapter 11 Owner Rents, Rent Reasonableness and Payment Standards C.	x		<p>The SPHA must redetermine the reasonable rent before any increase in the rent to owner, and if there is a five percent decrease in the published FMR in effect 60 days before the contract anniversary (for the unit size rented by the family) as compared with the FMR in effect one year before the contract anniversary.</p>	<p>The SPHA must redetermine the reasonable rent before any increase in the rent to owner, and if there is a 10% (ten percent) decrease in the published FMR in effect 60 days before the contract anniversary (for the unit size rented by the family) as compared with the FMR in effect one year before the contract anniversary.</p> <p>For Low-income housing tax credits (LIHTC) or assistance under HUD's HOME Investment Partnerships (HOME) program a rent comparison with unassisted unit is not required if the voucher rent does not exceed the rent for other LIHTC – or HOME assisted units in the project that are not occupied by families with tenant-based assistance.</p> <p>For LIHTC, if the rent requested by the owner exceeds the LIHTC rents for non-voucher families, the SPHA must complete a rent reasonableness determination; and, the rent</p>	

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				shall not be more than the lessor of the reasonable rent at determined by SPHA and the applicable payment standard for the unit size.	
Chapter 11 Owner Rents, Rent Reasonableness and Payment Standards D.	x		<p>The Payment Standard is used to calculate the housing assistance payment for a family. In accordance with HUD regulation, and at the SPHA's discretion, the Voucher Payment Standard amount is set by the PHA between 90 percent and 110 percent of the HUD published FMR. This is considered the basic range. The SPHA reviews the appropriateness of the Payment Standard annually when the FMR is published. In determining whether a change is needed, the SPHA will ensure that the Payment Standard is always within the range of 90 percent to 110 percent of the new FMR, unless an exception payment standard has been approved by HUD. The SPHA will establish a single voucher payment standard amount for each FMR area in the PHA jurisdiction. For each FMR area, the SPHA will establish payment standard amounts for each "unit size". The SPHA may have a higher payment standard within the SPHA's jurisdiction if needed to expand housing opportunities outside areas of minority or poverty concentration, as long as the payment standard is within the 90-110% of FMR range.</p>	<p>D. PAYMENT STANDARDS FOR THE VOUCHER PROGRAM-SMALL AREA FAIR MARKET RENTS</p> <p>SPHA is required to use Small Area Fair Market Rents (SAFMRs) to establish payments standards. SAFMRs are established by HUD by zip code. Payment standards must be within the 90% to 110% of each SAFMR. SPHA has discretion to apply SAFMRs to the Project-Based Program; they are not required for PBV vouchers. However, the decision to apply or not apply them to PBVs cannot be changed at a later date.</p> <p>The Payment Standard is used to calculate the housing assistance payment for a family. The SPHA reviews the appropriateness of the Payment Standard annually when the SAFMRs are published. In determining whether a change is needed, the SPHA will ensure that the Payment Standard is always within the range of 90 percent to 110 percent of the new FMR, unless an exception payment standard has been approved by HUD. The SPHA will establish a single voucher payment standard amount for each FMR area in the PHA jurisdiction. For each FMR area, the SPHA will establish payment standard amounts for each "unit size". The SPHA may have a higher payment standard within the SPHA's jurisdiction if needed to expand housing opportunities outside areas of minority or poverty concentration, as long as the payment standard is within the 90-110% of SAFMR. The SPHA's payment standard will generally be set at 100% of the SAFMR. However, as SAFMR's are published by HUD on or after their effective date, it is not cost-effective or efficient to recalculate</p>	

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			<p>The SPHA's payment standard will generally be set at 100% of the FMR. However, as FMR's are published by HUD on or after their effective date, it is not cost-effective or efficient to recalculate certifications and recertifications that have already been processed. Therefore, it is SPHA procedure that payment standards increased as a result of the increased FMR will be implemented at the first eligible action following distribution of the revised payment standards/FMR's.</p> <p>The SPHA may approve a higher payment standard within the basic range, if required as a reasonable accommodation for a family that includes a person with disabilities.</p>	<p>certifications and recertifications that have already been processed. Therefore, it is SPHA procedure that payment standards increased as a result of the increased SAFMR will be implemented at the first eligible action following distribution of the revised payment standards/SAFMR's.</p> <p>The SPHA may approve a higher payment standard within the basic range, if required as a reasonable accommodation for a family that includes a person with disabilities.</p>	
Chapter 12 Recertifications INTRODUCTION	X		<p>In accordance with HUD requirements, the SPHA will reexamine the income and household composition of all families at least annually. Families will be provided accurate annual and interim rent adjustments. Recertifications and interim examinations will be processed in a manner that ensures families are given reasonable notice of rent increases. All annual activities will be coordinated in accordance with HUD regulation. It is a HUD requirement that families report all changes in household composition. This Chapter defines the HA's policy for conducting annual recertifications and coordinating annual activities. It also explains the interim</p>	<p>In accordance with HUD requirements, the SPHA will reexamine the income and household composition of all families at least annually. Families will be provided accurate annual and interim rent adjustments. Recertifications and interim examinations will be processed in a manner that ensures families are given at least 30-days notice before an increase in the tenant rent portion, unless the voucher holder caused the processing delay. All annual activities will be coordinated in accordance with HUD regulation. It is a HUD requirement that families report all changes in household composition. This Chapter defines the HA's policy for conducting annual recertifications and coordinating annual activities. It also explains the interim reporting requirements for families, and the standards for timely reporting.</p>	<p>SPHA is required to give 30-days notice before any increase in the tenant rent portion. An exception can be made if the participant caused a delay in processing and completing the certification.</p>

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			reporting requirements for families, and the standards for timely reporting.		
Chapter 12 Recertifications A.		x	In the notification letter to the family, the SPHA will include instructions for the family to bring the following: 1. Documents to support any preference claims 2. Documentation of income for all family members 3. Documentation of liquid and non-liquid assets 4. Documentation of any deductions/allowances 5. Personal Declaration Form completed by head of household 6. Other as instructed	In the notification letter to the family, the SPHA will include instructions for the family to bring the following: 1. Verification of income for all family members 2. Verification of liquid and non-liquid assets 3. Verification of any deductions/allowances 4. Personal Declaration Form completed by head of household 5. Other as instructed	Changing from <i>documentation</i> to <i>verification</i> supports the change that tenant-supplied documents are the 4 th level on the verification hierarchy.
Chapter 12 Recertifications B.		x	If there has been a misrepresentation or a material omission by the family, or if the family causes a delay in the reexamination processing, there will be a retroactive increase in rent to the anniversary date	If there has been a misrepresentation or a material omission by the family, or if the family causes a delay in the reexamination processing, the required 30-day notice to the participant of an increase in the tenant rent portion is waived and the change will be effective on the specified anniversary date.	This change clarifies this provision
Chapter 12 Recertifications B.	x		<i>Streamlined Annual Examinations – Elderly and/or Disabled Families on Fixed Income</i> A streamlined reexamination of income for elderly and/or disabled families may be conducted when 100% of the family's income consists of fixed income (Notice PIH 2013-03 (HA) Temporary Compliance Assistance; expires March 31, 2014 unless extended). In such cases the SPHA will recalculate family incomes by applying any published cost of living adjustments	<i>Streamlined Annual Examinations – Elderly and/or Disabled Families on Fixed Income</i> A streamlined reexamination of income for elderly and/or disabled families may be conducted when 100% of the family's income consists of fixed income. In such cases the SPHA will confirm with the family that 100% of income is fixed income and recalculate family incomes by applying any published cost of living adjustments to the previously verified income amount annually and conduct a full reexamination of the family every three (3) years.	This regulation allows a 90% of income to be fixed to take advantage of this provision; however, the remainder of the income has to be verified by traditional methods. It does not seem efficient to apply this provision if 100% of the household income is not fixed.

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			to the previously verified income amount.		
Chapter 12 Recertifications F.	x		The Notice of Rent Change is mailed to the owner and the tenant. Signatures are not required by the SPHA. If the family disagrees with the rent adjustment they may request an informal review.	The Notice of Rent Change is mailed to the owner and the tenant. Signatures are not required by the SPHA. If the family disagrees with the rent adjustment, they may request an informal hearing.	A hearing is required for participants that disagree with the annual and/or adjusted income determine and/or its use to determine tenant rent.
Chapter 12 Recertifications G.	x		Increases in Tenant Rent as a result of a new family income source (i.e., new job, Child Support, SSI), are effective the first of the month following that in which the change occurred. An Interim is required.	Increases in Tenant Rent as a result of a new family income source (i.e., new job, Child Support, SSI), are effective the first of the month allowing the family 30-day notice of an increase in the tenant portion, if the change was reported timely. If the change was not reported timely, the date the change would have been effective if it has been reported timely; and may be retroactive.	
Chapter 12 Recertifications G.	x		Decreases in the Tenant Rent are effective the first of the month following that in which the SPHA change occurred. However, no rent reductions will be processed until all the facts have been verified, even if a retroactive adjustment results. The SPHA change may be implemented based on documentation provided by the family, pending third party written verification. The SPHA change will not be made until the third party verification is received	Decreases in the Tenant Rent are effective the first of the month following that in which the change occurred. However, the change first will be verified according to the verification hierarchy described in Chapter 7 of this Plan.	
Chapter 13 Moves With Continued Assistance/ Portability A.	x		Families will be permitted to move within the SPHA's jurisdiction during the initial year of assisted occupancy. Families will not be permitted to move outside the SPHA's jurisdiction under portability procedures during the initial year of assisted occupancy.	Families will be permitted to lease a unit within the SPHA's jurisdiction during the initial year of assisted occupancy. Families will not be permitted to move outside the SPHA's jurisdiction under portability procedures during the initial year of assisted occupancy.	This change is for clarity.

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Chapter 13 Moves With Continued Assistance/ Portability F.	x		<p>Absorption or Administration The SPHA will accept a family with a valid voucher from another jurisdiction and administer or absorb the voucher. The term of the voucher will not expire before the expiration date of any initial SPHA voucher. The family must submit a request for tenancy approval for an eligible unit to the receiving SPHA during the term of the receiving SPHA voucher. The receiving SPHA may grant extensions in accordance with this Administrative Plan. However, if the family decides not to lease-up in the SPHA's jurisdiction, they must contact the initial SPHA to request an extension. The SPHA will absorb all incoming portable families provided that there is funding available. The receiving PHA does not redetermine eligibility for a portable family that was already receiving assistance in the initial PHA Section 8 tenant-based program. The SPHA will issue a "portability voucher" according to its own Subsidy Standards. If the family has a change in family composition which would change the voucher size, the SPHA will change to the proper size based on its own Subsidy Standards.</p> <p>Income and Total Tenant Payment of Incoming Portables [982.353(d)] As receiving SPHA, the SPHA will conduct a recertification interview but only verify the information provided if the documents</p>	<p>Absorption or Administration The SPHA will accept a family with a valid voucher from another jurisdiction as long as it will not expire before the expiration date of any initial SPHA voucher. The family must submit a request for tenancy approval for an eligible unit to SPHA during the term of the voucher. However, if the family decides not to lease-up in the SPHA jurisdiction, they must contact the initial housing authority to request an extension. The SPHA will have the option of absorbing or billing any incoming portable families provided that there is funding available.</p> <p>Income and Total Tenant Payment of Incoming Portables [982.353(d)] As the receiving housing authority. SPHA will conduct a recertification interview but only verify the information provided if the documents are missing or are over 120 days old; or, if there has been a change in the family's circumstances. If the family's income is such that a \$0 subsidy amount is determined prior to lease-up in the SPHA's jurisdiction, the SPHA may refuse to enter into a contract on behalf of the family at \$0 assistance.</p>	

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			are missing or are over 120 days old, whichever is applicable, or there has been a change in the family's circumstances. If the family's income is such that a \$0 subsidy amount is determined prior to lease-up in the SPHA's jurisdiction, the SPHA may refuse to enter into a contract on behalf of the family at \$0 assistance.		
Chapter 14 Contract Terminations C.	X		If the eviction is not due to a serious or repeated violation of the lease, and if the SPHA has no other grounds for termination of assistance, the SPHA will issue a new certificate or voucher so that the family can move with continued assistance.	The owner shall not evict a family unless the owner complies with the requirements of local and state laws. If an eviction is upheld by the courts, assistance will be terminated for committing a serious lease violation. When a family receives notice of eviction, they may request a voucher to move. The housing authority will not hold up that request pending outcome of the court eviction. However, the process for a move is followed as usual, including the required 'Moving in Compliance' form completed by the owner.	Removed reference to <i>certificate</i> .
Chapter 14 Contract Terminations E.	X		For families who were participants on June 19, 1995, terminations due to the ineligible immigration status of all members of the family, or because a "mixed" family chooses not to accept pro-ration of assistance, may be temporarily deferred for intervals not to exceed six months (up to a maximum of three years) if necessary to permit the family additional time for transition to affordable housing. The family will be notified in writing at least 60 days in advance of the expiration of the deferral period that termination of assistance will not be deferred because: <ul style="list-style-type: none"> • granting another deferral will result in an aggregate deferral period of longer than three years, or • a determination has been made that other affordable housing is available 	Remove	No longer applies

SPHA Administrative Plan Updates/Changes

Section	Mandatory	Optional	Current Language	Proposed Language	Other Comments
Chapter 15 Denial or Termination of Assistance H.	x		<ul style="list-style-type: none"> Certificate/Voucher Issuance and Briefings 	<ul style="list-style-type: none"> Voucher Issuance and Briefings 	Remove certificate reference
Chapter 18 Complaints and Appeals D.	x		<ul style="list-style-type: none"> Determination to pay an owner claim for damages, unpaid rent, or vacancy loss 	Remove the bullet	Not applicable
Chapter 19 Portability 19.5 Portability Billing	x		The Receiving housing authority may also bill the Initial housing authority for the \$75 hard-to house fee when the family leased includes more than three minors or a person with disabilities.	Remove the statement	Not applicable
Chapter 20 Project-Based Vouchers General Requirements 20-I.A. Overview	x		<p>The project-based voucher (PBV) program allows PHAs that already administer a tenant-based voucher program under an annual contributions contract (ACC) with HUD to take up to 20 percent of its voucher program budget authority and attach the funding to specific units rather than using it for tenant-based assistance</p> <p>SPHA Policy The SPHA will operate a project-based voucher program using up to 20 percent of its budget authority for project-based assistance.</p>	<p>The project-based voucher (PBV) program allows PHAs that already administer a tenant-based voucher program under an annual contributions contract (ACC) with HUD to use up to 20 percent of its voucher authorized units for the PBV Program. Additionally, 10% more units can be used for units specifically made available to house homeless individuals and families and for Veteran families.</p> <p>SPHA Policy The SPHA will operate a project-based voucher program using up to 20 percent of its tenant-based voucher program under an annual contributions contract.</p>	PIH 2017-21



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ÁÓ@æ ç!ÁÁ ÔÉÁÜ~! } æ^Á Ç&[{ { [áææ] •Á Ú æ Á	ÝÁ	Á	<i>In accordance with Notice PIH 2014-03 (HA) Temporary Compliance Assistance and approved for implementation by the SPHA Board, the SPHA may approve a payment standard for no more than 120% of the Fair Market Rent if required as a reasonable accommodation for a family that includes a person with disability. This provision expires March 31, 2014 unless extended by HUD.</i>	ÜÜPÇÁ æ Áæ] ç^Áæ { ^} á çæ áæáÁ Á[ç [!^Á@æ Á FGÉÁ Á-Á@ÁÇÁT æ^ÁÜ^} Áæ Áæ^æ[} æ^Á æ&[{ { [áææ] Á Áæ q̄ Á æÇÁ^!•[} Á æÇÁæ æææ ÉÁ Y æÇPWÇÁ Á! q̄ Áæ] çÁÜÜPÇÁ æ Áæ] ç^Áæ { ^} á •çæ áæáÁ [!^Á@æFGÉÁ Á-Á@ÁÇÁT æ^ÁÜ^} Áæ Áæ !^æ[} æ^Áæ&[{ { [áææ] Á Áæ q̄ Á æÇÁ^!•[} Á æÇÁ æææ æææ ÉÁ
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RESOLUTION #2573

A RESOLUTION TO AMEND THE HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires Housing Authorities to incorporate all applicable HUD regulations into the Housing Choice Voucher (HCV) (also known as Section 8) Administrative Plan; and

WHEREAS, the St. Petersburg Housing Authority (SPHA), annually reviews and adjusts the HCV Administrative Plan to ensure full compliance of all HUD regulations and service programs for the assigned jurisdiction;

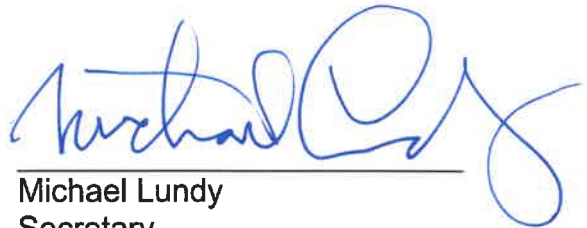
WHEREAS, staff proposes amending HVC Administrative Plan to incorporate required policy updates for the administration of the Housing Choice Voucher Program as further defined in the attached memorandum; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the St. Petersburg Housing Authority hereby authorizes the Chief Executive Officer to amend the Housing Choice Voucher Program Administrative Plan, as stated herein, effective October 1, 2020.

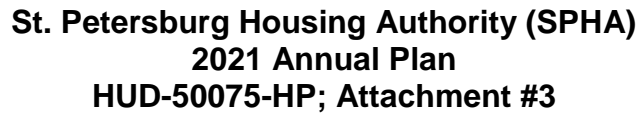
APPROVED AND ADOPTED this 24th day of September 2020.



Stephanie Owens
Chairperson



Michael Lundy
Secretary



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The CVR Associates team (CVR), under contract with HUD to provide TA to the St. Petersburg Housing Authority (SPHA), has provided a review of their ACOP Policy. Below are edits made, some of which are mandatory and some of which are optional, to the ACOP policy in order to bring it current. **This document has been edited by SPHA staff to refer to specific locations of revisions.**

Section	Mandatory	Optional
Chapter 1, Statement of Policies and Objectives		
Page 2	Include regulation as it prevails over local policy	Clarification
Page 2: B. Reasonable Accommodations Policy	Form not required per regulation	
Page 3: B. Reasonable Accommodations Policy	Clarifies and meets regulations	
Page 4: C. Fair Housing Policy	Previous cites were out of date; Add sexual orientation to protected class	
Page 6: Non-English Speaking Applicants and Residents Limited English Proficiency (LEP); Implementation Plan	Add language for compliance	
Page 8: Family Outreach	Regulatory	Referrals accepted when lists are open.
Page 8: Privacy Rights	Per PIH Notices on records	
Page 9: Required Postings	Updates to required postings	
Page 9 & 10: Criminal Background	Regulatory Provisions; Regulations of consideration of evidence	

Section	Mandatory	Optional
Chapter 2, Eligibility for Admission		
Page 11: Eligibility Factor	Updated to current regulations	
Page 12 & 13: Eligibility Family Composition	Updated to Current definition of a Family, Co-Head	
Page 14-15: Live-In Aid	Definition of a Live-in aide, added to language for compliance	
Page 16: Income Eligibility	Updated and brought current to include over-income provisions	
Page 17: Income Limits	Revised to Public Housing Standards	
Page 17-18: Mandatory Social Security Numbers	Brought current to regulations	
Page 18-19: Citizenship/ Eligible Immigration Status	Further clarification added to language	
Page 19: F. Suitability	Added provisions under VAWA 2013	
Chapter 3, Applying for Admission		
Page 23: F. Verifications	Added provisions of EIV and other changes through PIH Notices and streamlining	Included streamlining provisions to increase operational efficiencies on verification
Chapter 5, Establishing Preferences and the Waiting List(s)		
Page 30: B. Preferences	Added language for involuntary displacement	
Chapter 6, Tenant Selection and Assignment		

Section	Mandatory	Optional
Page 33: A. Order of Selection	Language must be in preference in order to provide preference for displacement	
Page 39: Accessible/Adaptable Units	Brought language on Accessible units up to date	
Chapter 7, Income		
Page 44-45: B. Exclusions, Item 8. j. & Item 9	Definition of Annual Income- update language	
Page 46, Item 12	Updated list of Exclusions	
Page 47: C. Deductions	Definition of Child Care Expenses updated	
Chapter 8, Verifications		Included Streamlining on Assets and Income
Page 48-50: A. Methods of Verification, Streamlining and Time Allowed	Required by PIH Notice and EIV	
Page 51: 4. Self-Certification/Self-Declaration		Not required to be notarized
Page 53, Table under "Income *EIV or SWICA"		Two consecutive paystubs - Streamlining
Chapter 9, Determination of TTP and Rent		
Page 56: 1. Income Formula Method	Added Item c.	
Page 57: under Item 2, Flat Rent	Updates to Flat Rent Determinations and Hardship Provisions	
Page 58:-59 C. Rent for Noncitizens	Updated	
Chapter 10 Reexaminations		

Section	Mandatory	Optional
Page 61: 2. Requirements to Attend		Included Provisions to use streamlining
Page 65-66: C. Zero/Extremely Low-Income Families		Include provisions from HUD Rental Integrity Monitoring (RIM)
Page 66-67: D. Over-Income Families Ineligible for Continued Occupancy	New, over-income remain in Public Housing for Two Years	
Chapter 11 Community Services		
Page 69: Exemptions	Further clarification per PIH Notices	
Chapter 12, Transfers		
Page 71: B. Categories of Transfers	Added VAWA Requirements for clarification	
Chapter 14, Pet Policy		
Page 76	"Assistance animals" per FHEO Notice 2020-01	
Page 77, E. Insurance for Pets	Insurance is not required	
Chapter 17, Termination		
Page 82, B. Termination by SPHA	Updated form number	
Page 86, D. Return of Security Deposit	Change in Lease and State Law	
Chapter 19, Emergency Transfer Plan	New, required by VAWA	



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**St. Petersburg Housing Authority (SPHA)
2021 Annual Plan
HUD-50075-HP; Attachment #4**

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**St. Petersburg Housing Authority (SPHA)
2021 Annual Plan
HUD-50075-HP; Attachment #5**

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Memorandum of Understanding (MOU)
Between
St. Petersburg Housing Authority and Habitat for Humanity of
Pinellas & West Pasco Counties
Housing Choice Voucher Homeownership Program

The St. Petersburg Housing Authority and Habitat for Humanity of Pinellas Inc, hereinafter collectively referred to as the "Partners," agree to the implementation of the Housing Choice Voucher Homeownership Program as a joint activity. The Partners recognize that HCV Participants have the potential to succeed and become economically self-sufficient if adequate educational, employment and supportive services are provided. To accomplish this objective, the Partners will integrate existing resources and focus them on families desiring to achieve the specific outcome of self-sufficiency.

I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to delineate the roles and responsibilities for administration and resource integration between the Partners. The Partners are committed in a joint effort, as described in this MOU, to assure that Participants in the HCV Homeownership Program receive the full range of supportive services and economic development opportunities to achieve self-sufficiency. The principle purpose of this partnership is to link economic programs, tools, job opportunities and supportive services essential for HCV Homeownership Participants to acquire the skills necessary to obtain full-time employment and move toward self-sufficiency.

II. Program Goal

The goal of the Program is to pair housing subsidies with supportive services to provide permanent supportive housing for individuals who are homeless and/or who have special needs. The PHA shall provide the housing subsidies and the Agency shall provide the supportive services.

III. Term

1. This agreement shall commence on October 1, 2020 and continue for 12 months, unless terminated earlier (the "Initial Term").
2. **Automatic Renewal.** Subject to paragraph 3 (Election Not to Renew) at the end of each Term this agreement will automatically renew for a renewal term of 12 months, unless terminated earlier ("Renewal Term").
3. **Election Not to Renew.** Either party may elect not to renew this agreement, by providing notice to the other party at least 30 Business Days' before the end of the Term.

IV. Operational Roles and Responsibilities

A. PHA

- Establish a preference for households that are referred by the Agency.
- Commit a sufficient number of staff and other resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner.
- Maintain releases of information for each participant in the Program to ensure open communication between the PHA and the Agency.
- Designate a staff person to meet with the Agency's representative in person, by phone or virtual meeting on a monthly basis to exchange updates about participant's progress.
- Notify the Agency's contact person when a participant's housing is at risk due to noncompliance with the Housing Choice Voucher program or their landlord.
- Establish and implement methods to identify housing problems for participants as early as possible and engage participants in a change process to prevent a loss of housing, including but not limited to the following:
 - Provide assistance in fulfilling Housing Choice Voucher program requirements.
 - Provide and/or refer participants to supportive services.
 - Engage participants in determining the types of assistance they need.
- Market Habitat's Homeownership Program as appropriate to SPHA clients
- SPHA will permit any SPHA participant to utilize funds from their FFS escrow account to be held in escrow by Habitat For Humanity consistent with its program guidelines as long as the participant remains in good standing with Habitat For Humanity?

B. Habitat for Humanity

- Identify and maintain a single point of contact for communication with the PHA.
- Assist applicants with applications, paperwork and verifications, and ensure that they are complete prior to submission.
- Attend participant briefings when needed.
- Facilitate and manage all underwriting documents.
- Work with local, state and federal agencies to facilitate funding sources for mortgage loans.
- Waive application fees for participants directly referred through SPHA/Habitat HCV Homeownership Program and assist participants in saving for security deposits.

- Oversee the scheduling and implementation of the Homeowner education classes and other pertinent Homeownership events.
- Assist participants in understanding the terms of the mortgage.
- Allow participants to freely exercise their preferences in selecting neighborhoods and buildings in which they want to live.
- Make supportive services available to participants for the duration of the Program.
- Provide marketing materials for distribution
- Provide orientation sessions for SPHA clientele on regular basis as decided by direct program staff

V. Contacts

Administrative Contacts

PHA		Agency	
Name	Title	Name	Title
Larry Gonzalez 727-323-3171	HCV Officer lgonzalez@stpeteha.org	727-323-3171 x 213	lgonzalez@stpeteha.org

Operational Contacts

PHA		Agency	
Name	Title	Name	Title
Larry Butler 727-323-3171	lbutler@stpeteha.org	727-323-3171 x214	lbutler@stpeteha.org

VI. Communication and Media

The parties in this agreement shall acknowledge the others in all public releases of information about the collaboration and the Program.

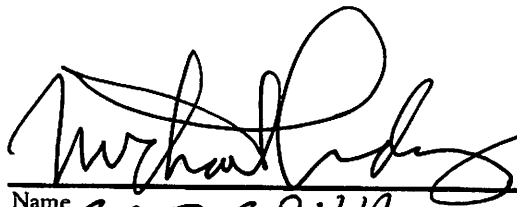
VII. Further Cooperation


The parties hereby commit to cooperating with one another to address these issues as they arise and to resolve them based on the agreements stated in this MOU.

VIII. Signatures

PHA

Agency


Name
Title CEO SPHA
November 17, 2020
Date


Name MICHAEL SUTTON
Title CEO
9/23/2020
Date

**Memorandum of Understanding (MOU)
Between
St. Petersburg Housing Authority and St. Petersburg Neighborhood
Housing Services, Inc. dba Neighborhood Home Solutions
Housing Choice Voucher Homeownership Program**

The St. Petersburg Housing Authority (SPHA) and St. Petersburg Neighborhood Housing Services, Inc. dba Neighborhood Home Solutions (NHS), hereinafter collectively referred to as the "Partners," agree to the implementation of the Housing Choice Voucher Homeownership Program as a joint activity. The Partners recognize that HCV Participants have the potential to succeed and become economically self-sufficient if adequate educational, employment and supportive services are provided. To accomplish this objective, the Partners will integrate existing resources and focus them on families desiring to achieve the specific outcome of self-sufficiency.

I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to delineate the roles and responsibilities for administration and resource integration between the Partners. The Partners are committed in a joint effort, as described in this MOU, to assure that Participants in the HCV Homeownership Program receive the full range of supportive services and economic development opportunities to achieve self-sufficiency. The principle purpose of this partnership is to link economic programs, tools, job opportunities and supportive services essential for HCV Homeownership Participants to acquire the skills necessary to obtain full-time employment and move toward self-sufficiency.

II. Program Goal

The goal of the Program is to pair housing subsidies with supportive services to provide permanent supportive housing for individuals who are homeless and/or who have special needs. The SPHA shall provide the housing subsidies and the NHS shall provide the supportive services.

III. Term

This agreement shall commence on October 1, 2020 and end on September 30, 2021. It may be amended and/or extended based upon the agreement of the SPHA and the NHS.

IV. Operational Roles and Responsibilities

A. St. Petersburg Housing Authority - SPHA

- Establish a preference for households that are referred to the NHS.
- Commit a sufficient number of staff and other resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner.

- Obtain releases of information for each participant in the Program to ensure open communication between the SPHA and NHS.
- Designate a staff person to meet with the NHS's representative in person, by phone or virtual meeting on a monthly basis to exchange updates about participant's progress.
- Notify NHS's contact person when a participant's housing is at risk due to noncompliance with the Housing Choice Voucher program or their landlord.
- Establish and implement methods to identify housing problems for participants as early as possible and engage participants in a change process to prevent a loss of housing, including but not limited to the following:
 - Provide assistance in fulfilling Housing Choice Voucher program requirements.
 - Provide and/or refer participants to supportive services.
 - Engage participants in determining the types of assistance they need.

B. Neighborhood Home Solutions - NHS

- Identify and maintain a single point of contact for communication with SPHA.
- As a HUD Certified Housing Counseling Agency with HUD Certified Housing Counselors shall provide a broad range of services to assist individuals in reaching their goal of homeownership:
 - Homeownership Counseling Information Meetings
 - One-on-one individual counseling sessions
 - Financial Fitness Education
 - Homebuyer Education
- Assist applicants with preparation of enrollment packet and supporting documentation; pull and review a tri-merge credit report with applicant in the confidential counseling process; prepare a counselor assessment and develop action plans specific to each applicant.
- Oversee the scheduling and implementation of the Homeowner education classes and other pertinent Homeownership events.
- Connect Buyer Ready applicants with lists of lenders and realtor partners.
- Work with lender partners, local, state and federal agencies to facilitate funding sources for mortgage loans.
- Assist participants in understanding terms of mortgage.
- Allow participants to freely exercise their preferences in selecting neighborhoods and homes in which they want to live.
- Make supportive services available to participants for the duration of the Program.

V. Contacts

Administrative Contacts

PHA		Agency	
Larry	HCV Officer	Name	Title
727-323-3171	lgonzalez@stpeteha.org	Phone	email

Operational Contacts

PHA		Agency	
Larry Butler	Title	Name	Title
727-323-3171	lbutler@stpeteha.org	Phone	Email

NHS Contacts

			Agency
Deborah F. Scanlan	President & CEO	727-821-6897	Neighborhood Home Solutions
Phyllis W. Winchester	HUD Certified Housing Counselor	727-821-6897	Neighborhood Home Solutions

VI. Communication and Media

The parties in this agreement shall acknowledge the others in all public releases of information about the collaboration and the Program.

VII. Further Cooperation

The parties hereby commit to cooperating with one another to address these issues as they arise and to resolve them based on the agreements stated in this MOU.

VIII. Signatures

St. Petersburg Housing Authority



Signature

Michael Lundy

Name

CEO of SPHA

Title

September 21, 2020

Date

St. Petersburg Neighborhood Housing Services,
Inc. dba Neighborhood Home Solutions



Signature

Deborah F. Scanlan

Name

President & CEO

Title

September 21, 2020

Date



**St. Petersburg Housing Authority (SPHA)
2021 Annual Plan
HUD-50075-HP; Attachment #6**

1. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification."

"Significant Amendment" or "Substantial Deviation" to the 5-Year Plan or "Significant Amendment / Modification" to the Annual Plan are any changes that would affect SPHA's mission, goals, objectives, and policies as stated in the Plans.

Significant Amendment / Modification

- 1) A Significant Amendment to the PHA 5-Year or Annual Plan is defined as:
 - A change in the planned or use of funds under the Capital fund that exceeds 30% of the PHA's total annual budget.
- 2) A Significant Amendment to the 5-Year or Annual Plan will meet the following requirements:
 - The PHA will consult with the Resident Advisory Board (RAB) as defined in 24 CFR 903.13;
 - The PHA will ensure consistency with the Consolidated Plan of the jurisdiction as defined in 24 CFR 903.15;
 - The PHA will provide for a review of the amendments/modifications by the public during a 45-day public review period as defined in 24 CFR 903.17;
 - The PHA will not adopt the amendment until the PHA has duly called an open meeting of the Board of Commissioners where the amendment is adopted;
 - The PHA will not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures as in defined at 24 CFR 903.23.

Page 324

2001 Gandy Boulevard North, St. Petersburg, FL 33702
(727) 323-3171 • TDD: 1 (800) 955-8770 • TTY: 1 (800) 955-8771

Substantial Deviation

SPHA defines “substantial deviation” as:

- Á Any change in the planned or actual use of federal funds for activities that would prohibit or redirect the SPHA’s strategic goals of increasing the availability of decent, safe and affordable housing for the citizens of the jurisdiction served;
- Á Any single or cumulative annual change in the planned or actual use of federal funds as identified in the five-year plan that exceeds 30% of the SPHA annual program budgets for HCV or public housing activities;
- Á A mandate from the Board of Commissioners of the SPHA to modify, revise, or delete the long-range goals and objectives of a program;

A substantial deviation does not include any changes in HUD rules and regulations which require or prohibit changes to activities listed herein. The 5-Year Plan will be modified and re-submitted to HUD via correspondence from the Executive Director/CEO, and upon approval of the Board of Commissioners of the SPHA. A substantial deviation will not trigger the same submittal requirements as a Significant Amendment.

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**St. Petersburg Housing Authority (SPHA)
2021 Annual Plan
HUD-50075-HP; Attachment #7**

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**Certifications of Compliance with
PHA Plans 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 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including
Required Civil Rights Certifications**

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 X Annual PHA Plan for the PHA fiscal year beginning 1/1/2021, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this 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 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.
5. 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.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of 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;
 - 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).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. 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.
10. 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.
11. 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.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. 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.
14. 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.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. 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.
17. 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).
18. 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.
19. 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).

Housing Authority of the City of St. Petersburg

FL002

PHA Name

PHA Number/HA Code

X Annual PHA Plan for Fiscal Year 2021

____ 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).

Name of Authorized Official

Stephanie Owens

Title

Chairperson of Board

Signature



Date

12.10.2020



St. Petersburg Housing Authority (SPHA)
2021 Annual Plan
HUD-50075-HP; Attachment #8

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17-18	10	5	5	\$7,500
18-19	10	5	5	\$7,500
19-20	10	5	5	\$7,500
20-21	10	5	5	\$7,500
Total	40	20	20	\$30,000
Total Awards	80 Awards			

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2001 Gandy Boulevard North, St. Petersburg, FL 33702

(727) 323-3171 • TDD: 1 (800) 955-8770 • TTY: 1 (800) 955-8771

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St. Petersburg Housing Authority Newsletter



June 2020

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COVID-19 IS A SERIOUS RESPIRATORY ILLNESS THAT SPREADS EASILY FROM PERSON TO PERSON.

The Pinellas County Board of Commissioners has extended the State of Local Emergency through June 19. COVID-19 is still very much a real threat and local leaders urge residents not to underestimate the disease.

New cases and fatalities are still being reported everyday.

The county urges citizens to continue wearing masks in public and avoid crowds larger than 50 people. Senior citizens and those with underlying conditions need to take extra precautions.

Remember to Practice Social Distancing!



Please continue to follow recommendations from the U.S. Centers for

Disease Control and Prevention in regards to COVID 19.

Despite statewide reopenings, the virus is continuing to rage in many parts of the country, impacting mainly vulnerable communities.

We ask that you maintain at least a six foot distance between yourself and others and wear masks, gloves and other Personal Protection Equipment while visiting laundry facilities, mailrooms, playgrounds and other SPHA common spaces.

Together, we can defeat COVID 19!

Be Aware of COVID-19 Scams

Scam and phishing attempts selling masks and home test kits, promoting fake cures and claiming to offer relief money have been reported to the Federal Communications Commission in astounding numbers since the national emergency was declared.

For your safety, it is extremely important you do not provide these scammers with any personal information, respond to their messages or click any suspicious links.

For more information about scam calls and texts, visit the FCC Consumer Help Center and the FCC Scam Glossary.

If you believe you have been a victim of a COVID-19 scam, immediately contact local law enforcement.



Public and Affordable Housing:
publichousing@stpeteha.org

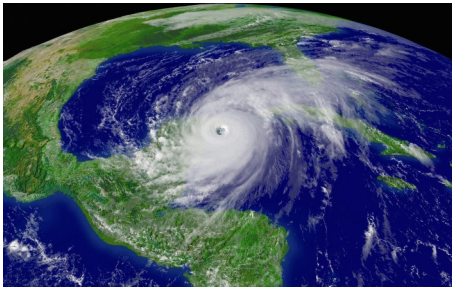


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727.323.3171

Are You Prepared for Hurricane Season?



Forecasters are predicting an above-average hurricane season this year with as many as 9 hurricane-strength storms expected to develop. To ensure the safety of yourself, your family and your belongings, it is important to prepare in advance for a wide array of outcomes that may befall the St. Petersburg area.

Some ways you can get ready are by stocking up on essential supplies and non-perishable food items, creating an emergency plan and securing important documents, such as birth certificates and insurance information.

As a coastal city, some areas of St. Petersburg may be given evacuation orders in the event of a landfall, storm surge or otherwise extreme weather. Storm surge levels have changed this year and many zone boundaries have been updated. Information on flood zones and evacuation zones can be found via Pinellas County at <http://www.pinellascounty.org/emergency/knowyourzone.htm>.

[Http://www.pinellascounty.org/emergency/shelteroptions.htm](http://www.pinellascounty.org/emergency/shelteroptions.htm) can also be used to find your closest shelter, including special needs and pet-friendly shelters. Keep in mind, a majority of the specialized shelters require reservations in advance. You can also register for transportation to a shelter by calling (727) 464-3800. After PSTA buses also continue to run until travel is no longer safe and all rides are free under evacuation orders.

Register your contact information with Alert St. Pete, a free service, to receive local emergency notifications including boil water notices, mandatory evacuations and flooding events via text, email or phone call. Visit https://www.stpete.org/news/alert_stpete.php for more information.



SPHA will always be first to know of any important changes or updates that affect our residents. Stay on the lookout for texts and site updates at <https://www.stpeteha.org/>, newsletter and flyers for correct and timely information regarding hurricanes and the coronavirus pandemic.

Keep these numbers handy:

During an emergency activation, call the Citizen Information Center at (727) 464-4333.

Pinellas County Emergency Operations Center, Department of Emergency Management at (727) 464-3800.

Don't forget your supplies!



HURRICANES & CORONAVIRUS

TIME SPACE PEOPLE PLACE

When preparing for a hurricane, take as many precautions as you can to limit the spread of COVID-19.



TIME

Now is the time to prepare for hurricanes. Plan your trips to get supplies so you spend less time interacting with others who may be infected.



SPACE

Include safe and social distancing in every part of your hurricane plan. Do everything you can to stay at least 6 feet away from people you do not live with.



PEOPLE

Make sure all the people in your family know your hurricane plan. The more people your family interacts with, the greater the chance of COVID-19 transmission.



PLACE

Know where you will go during an evacuation. Staying in a hotel or with relatives far inland are the best options to protect yourself from COVID-19 and the storm.



Resident Reminders

The United States Department of Housing and Urban Development's COVID-19 Rent Moratorium does not mean residents do not have to pay rent, it simply means SPHA cannot file evictions until July 24. If rent is not paid, a 30-day notice will be sent for all amounts due to the Authority. If you need help with rent, please visit the SPHA website for a list of resources.

Please note, the rent moratorium does not apply to other lease violations. Those will be addressed according to SPHA policies for eviction.

Residents must also report changes in income or family composition, in writing, within 10 days of change.

Recently, we've had many issues with unreported income which will result in termination of your Public Housing assistance and in some cases, a repayment agreement.

Additionally, Management is aware of possible unauthorized occupants. Any individual who resides in federally assisted housing must be screened and approved prior to tenancy.



During the pandemic, Management has noticed that housekeeping and porch violations have increased drastically.

Failure to abide by the Housekeeping Standards that result in creation or maintenance of a threat to health and safety is a violation of lease terms and

can result in eviction.

We strive to maintain a healthy and safe environment for all our residents and work cooperatively with our residents in achieving this goal.

Management will be driving through the community and sending warnings to any residents in violation of the Housekeeping guidelines.

Additionally, while maintenance staff are inside of the unit performing repairs, any housekeeping violations noted will be reported to Management *and* will result in a lease violation. Multiple or serious lease violations may lead to termination of your tenancy.

Important Notice

WORK ORDERS! It is *YOUR* responsibility to report maintenance work orders immediately.

Residents who are in need of maintenance repairs, please submit your request on SPHA's website Contact Us page & select Work Order Requests in the dropdown menu. If you have an after-hours emergency, please call 727-440-2345.



Please ensure your children are properly supervised while playing outside. It's been reported on several occasions that children running in the streets have had close encounters with passing vehicles.

Safety is one of our number one priorities!

Help Prevent Crime During COVID-19

If you witness any criminal activity, please contact the St. Pete Police Department's non-emergency line at (727) 893-7780. Obtain an incident report number for Management to follow-up with SPPD.

If you would like to anonymously report or give additional information on a crime, you can text your tip to SPPD.

Simply text "SPPD" plus any information you would like to report to Tip411.

tip 411

As always, please contact 911 in case of emergencies.



Management has received reports regarding excessively high water bills. Please check your water usage monthly to determine if it has increased. There could be a number of reasons for additional water use which may require a leak detection test conducted by SPHA Maintenance.

We are trying to alleviate excessive water bills and working closely with the City to assist our residents when necessary.

Helpful Resources

- **Healthy Start** — A John's Hopkins All Children's Hospital program for improving the health and well-being of parents and their children. Call **(727) 767-6780** or email **ACH-HealthyStart@jhmi.edu**.
- **Stop Now and Plan (SNAP)** — A free 13-week program for children ages 6-11 and their parents. Visit **www.FamilyResourcesInc.org/snap** or email **info@family-resources.org** for more information.
- **CASA** — 24-hour domestic violence hotline. **(727) 895-4912**.
- **Directions for Living** — Emotional Support Call Line. **(727) 524-4464**.
- **National Alliance for Mental Illness (NAMI) Pinellas County** — Free information, referrals and support to those with mental health conditions, their family members and caregivers and the general public. Pinellas County Help Line: **(727) 791-3434**. Peer Support Line: **(727) 600-5838**.
- **National Domestic Violence and Teen Dating Violence Hotline** — Advocates available 24/7 to speak confidentially with anyone experiencing domestic violence, seeking resources or looking for answers. Phone option: **(800) 273-TALK (8255)**. Text option: **Text "loveis" to 22522**.

COVID 19 Rental Assistance Program

Boley Centers is starting a program to provide short term rental and utilities assistance to St. Petersburg residents affected by COVID 19.

The application can be found at [www.boleycenters.org/COVID 19](http://www.boleycenters.org/COVID%2019). Please call (727) 490 0509 for more information.

COVID 19 Testing Available!

Community Health Centers of Pinellas is providing free COVID 19 tests for anyone who wants one. You do not need to be symptomatic to receive a test.

Drive up and walk in testing is available but limited, so appointments are recommended.

Visit chcpinellas.org/appointment or call (727) 824 8181 and select option 0 to schedule an appointment.

Remember, if you have any concerns or notice specific needs within the community, do not hesitate to reach out!

Residents of Jordan Park should contact SPHA at (727) 323 3171 ext. 250.

All other public and affordable housing residents should use ext. 239 or 238.

A full list of resources available to St. Petersburg residents can be found on our website at [https://www.stpeteha.org/covid 19 coronavirus resources](https://www.stpeteha.org/covid%2019%20coronavirus%20resources).

Useful Links

Pinellas County Department of Health

<http://pinellas.floridahealth.gov/>

U.S. Centers for Disease Control and Prevention

<https://www.cdc.gov/>

Phone: (727) 323-3171

TDD: (800) 955-8770

TTY: (800) 955-8771

StPeteHA.org



St. Petersburg Housing Authority Newsletter



July 2020

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No Mask, No Entry?

St. Pete Requires Masks For All

In late June, St. Petersburg Mayor Rick Kriseman issued Executive Order 2020-26 requiring the use of face masks or face coverings in indoor public spaces and areas of assemblage.*

With Florida seeing an extreme spike in COVID-19 cases and becoming a new hot spot for the disease in the United States, it is important that everyone does their part to protect themselves and others.

According to the U.S. Centers for Disease Control and Prevention, face coverings can greatly reduce the spread of COVID-19, especially when paired with social distancing, frequent handwashing or sanitizing and regularly cleaning high-touch surfaces.

If you do not already have a mask or cloth face covering, many retailers now stock several options at low costs. Tutorials can also be found online on how to make your own out of common household items.

The City of St. Petersburg also operates mask distribution sites where residents may pick up free cloth masks. Locations are listed below and are open to the public during their respective business hours. For more information, visit <http://www.stpete.org/emergency/restart.php>.



Mask Distribution Sites:

- Azalea Recreation Center, 1600 72nd St. N.
- Boyd Hill Nature Preserve, 1101 Country Club Way S.
- Imagine Museum, 1901 Central Ave.
- The Morean Arts Center, 719 Central Ave.
- PSTA Stations (Grand Central and Williams Park)
- The St. Pete Store, 100 2nd Ave. N. #150
- Fossil Park Fire Station, 875 64th Ave. N.
- People Empowering and Restoring Communities, 1601 16th St. S.

*According to the CDC, "Cloth face coverings should NOT be worn by children under the age of 2 or anyone who has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove the mask without assistance."



Public and Affordable Housing:
publichousing@stpeteha.org



StPeteHA.org



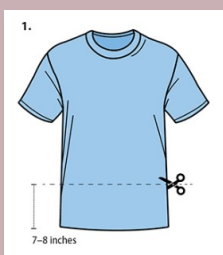
727.323.3171

DIY Face Coverings

More DIY tutorials can be found at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

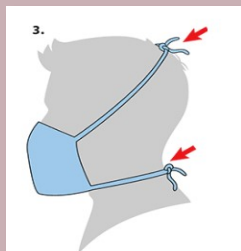
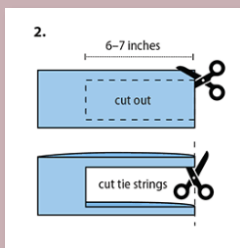
Materials needed:

- T-shirt
- Scissors



1. Cut an 8" tall strip of fabric from the bottom of an old t-shirt.

2. Cut out a smaller rectangle to create ties.



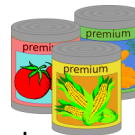
3. Tie one string around the neck and one over the top of the head.

Hurricane Preparedness Checklist

Once you've made plans for both evacuating and sheltering in place, it is time to start stocking up on emergency supplies in case of power outages, store closures and more.

Below are some low-cost necessities to include in your disaster supply kit. A complete list can be found via the Florida Division of Emergency Management at <https://www.floridadisaster.org/planprepare/hurricane-supply-checklist/>.

Food and Water



- Non-perishable food (enough for at least 7 days)
- Drinking water (1 gallon per person)
- Non-electric can opener
- Extra food and water for pets

Household Items

- Flashlight
- Battery operated or hand-crank radio
- Batteries
- Cash (Banks and ATMS may not be open after a storm and card readers may be down)

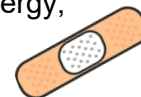
COVID-19 Supplies

- Face masks
- Hand Sanitizer
- Disinfecting wipes



First Aid

- A 2-week supply of medications
- Bandages
- Over-the-counter medicine (allergy, pain, etc.)



Meet your New Property Manager

SPHA is excited to welcome Katrina Weekley to the team! Ms. Weekley has over 30 years of experience in property management. She is the new property manager for Clearview, Disston Place, Gateway, Romaine, Palm Bayou, Saratoga, Scattered Site and Sunset Oaks.

Contact your Property Manager:

Jordan Park Apartments

Shaka Reed

SReed@StPeteHA.org

All other locations

Katrina Weekley

KWeekley@StPeteHA.org

Pools Are Open!

We want residents to enjoy the pools during these hot summer months while staying safe and healthy.

We care about the safety of your children so **anyone under the age of 13 must be accompanied by an adult!**

Florida leads the country in drowning deaths of children ages 1 to 4 years and, nationwide, drowning is the leading cause of accidental death among children of all ages.

Pool Safety is EVERYONE'S RESPONSIBILITY!

For more information on how you can protect your children, please visit www.watersmartfl.com or contact the Pinellas County Health Department at 727-824-6900.

Let's have a safe and happy summer!



No Smoking



Please remember, there is **no smoking** in your apartment, around your apartment, on the stairwells, in the parking lots, standing in the grassy areas, sitting outside of your apartment or anywhere else on the property except in the DESIGNATED SMOKING AREAS.

Evidence is being found on every property that residents or their guests are not complying with this lease requirement.

You are also responsible for your guests' compliance with the policy. A lease violation notice may result in lease termination for non-compliance with the no smoking policy that you agreed to when you signed your lease.

Thank you for your cooperation!

Residents must report changes in income or family composition, in writing, within 10 days of change. Unreported income will result in termination of your Public Housing assistance and in some cases, a repayment agreement.

Additionally, Management is aware of possible unauthorized occupants. Any individual who resides in federally assisted housing must be screened and approved prior to tenancy.

Please remember, if you use a small baby pool, supervise your children while they are in or near it.

Dump the water daily or when your children are finished using it for the day.

Do not leave the pool on the grassy areas, use your concrete patio. If you do not have a patio, dump the pool after use and pull it into your porch or apartment.

COVID-19 Safety

The Management Offices are closed to the public until further notice due to COVID-19.

If you would like to drop off payments or documents, use the mail slot in or next to your Management Office door.

If you have any questions or concerns, please call us, we are happy to help you!

Disston Management Office: (727) 323-3171, Ext. 238

Jordan Park Management Office: (727) 323-3171, Ext. 250

If your call goes to voice mail, please leave a message and we will return your call. If your call is an emergency during business hours, please leave a message so we can respond as soon as possible.

For after-hours emergencies only, call **(727) 440-2345**. Or you can email us at publichousing@stpeteha.org. We will respond within 24 hours.



Helpful Resources

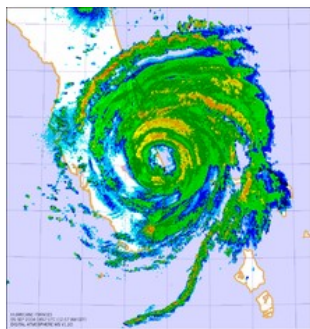
Alert St. Pete — Register your contact information with this free service to receive local emergency notifications via text, email or phone. Visit https://www.stpete.org/news/alert_stpete.php for more information.

Ready Pinellas — Download this app for checklists, hurricane preparedness assistance and emergency information.

Know Your Zone — Find your home's evacuation zone and flood zone at <http://www.pinellascounty.org/emergency/knownyourzone.htm>.

Pinellas Hurricane Shelters — For a list of emergency shelters, visit <https://www.pinellascounty.org/emergency/shelteroptions.htm>. Special needs and pet friendly shelters require advanced registration.

Pinellas County Emergency Management — (727) 464-3800 or www.pinellascounty.org/emergency.



If you witness any criminal activity, please contact the St. Petersburg Police Department's non emergency line at **(727) 893-7780**. Obtain an incident report number for Management to follow up with SPPD.

Recently, we have had many issues with conflict amongst neighbors resulting in verbal and physical altercations. Conflict resolution is a way for two or more parties to find a peaceful solution to a disagreement.

If you cannot resolve an issue or disagreement and the issue continues to spiral, please contact the SPPD non emergency number for assistance.

Remember, if you have any concerns or notice specific needs within the community, do not hesitate to reach out!

Residents of Jordan Park should contact SPHA at (727) 323 3171 ext. 250.

All other public and affordable housing residents should use ext. 239 or 238.

A full list of resources available to St. Petersburg residents can be found on our website at [https://www.stpeteha.org/covid-19 coronavirus resources](https://www.stpeteha.org/covid-19-coronavirus-resources).

Useful Links

Pinellas County Department of Health

<http://pinellas.floridahealth.gov/>

U.S. Centers for Disease Control and Prevention

<https://www.cdc.gov/>

Phone: (727) 323-3171

TDD: (800) 955-8770

TTY: (800) 955-8771

StPeteHA.org



St. Petersburg Housing Authority Newsletter

August 2020

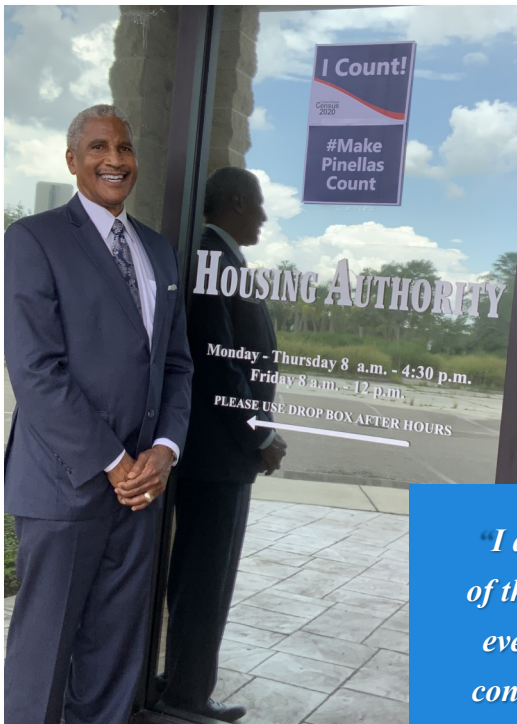


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Meet SPHA's New CEO



SPHA is pleased to announce the arrival of its new CEO, Mr. Michael Lundy.

Mr. Lundy comes to us with over 40 years of affordable housing experience.

As SPHA's CEO, Mr. Lundy will use his expertise to better meet the needs of our communities and introduce exciting new programs and cutting edge real estate best practices at locations like Jordan Park.

Please join us in welcoming Mr. Lundy.

"I am honored to be on board as the new Chief Executive Officer of the St. Petersburg Housing Authority. I look forward to meeting everyone and forging a new path for our agency. I hope you will continue the journey with me. Thank you for the warm welcome."

— Mr. Michael Lundy

The Management Offices are closed to the public until further notice due to COVID-19.
If you have any questions or concerns, please call us, we are happy to help you!

Disston Management Office:
(727) 323-3171, Ext. 238

Jordan Park Management Office:
(727) 323-3171, Ext. 250

For after-hours emergencies, call (727) 440-2345. Or you can email us at publichousing@stpeteha.org. We will respond within 24 hours.



Public and Affordable Housing:
publichousing@stpeteha.org



StPeteHA.org



727.323.3171

Pinellas County COVID-19 Dashboard

Pinellas County is operating a COVID-19 dashboard for area-specific information on confirmed cases, testing availability and more. The site is updated daily as new information comes in and helps residents better arm themselves against the virus.

You can explore all the different tools available by visiting <https://covid19.pinellascounty.org/dashboard/>.

Confirmed Cases

17,602

Data Refreshed on Aug 09, 2020 11:39 PM

Total Tested

172,526

Source: Florida Department of Health

COVID-19 Testing Sites

Community Health Centers of Pinellas is offering COVID-19 testing with no out-of-pocket cost, regardless of symptoms. Currently, CHCP is only taking drive-ups and walk-ins.

Johnnie Ruth Clarke Center

1344 22nd St. S., St. Petersburg

Wednesdays, 5 p.m.-8 p.m.

Clearwater Center

707 East Druid Rd., Clearwater

Thursdays, 5 p.m.-8 p.m.

Pinellas Park Center

7550 43rd St. N., Pinellas Park

Morning Hours: Tuesday — Friday,
7 a.m.-11 a.m.

Evening Hours: Tuesday and Thursday,
5 p.m.-8 p.m.

A complete list of testing facilities in Pinellas County can be found at <https://covid19.pinellascounty.org/testing/>.

Free face masks are also available while supplies last at the locations found here:

<https://covid19.pinellascounty.org/free-face-masks/>.

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Make Pinellas Count!

Take the 2020 Census



This year's census survey is now available and can easily be taken from home via phone or internet.

Taken every 10 years, the census helps communities receive better political representation and funding for projects that benefit all.

Whether taken online or over the phone, census responses are secure and confidential. Responding to the census is also required by law for anyone over the age of 18 and refusal to do so — or providing false answers — can result in a fine. Census takers will visit homes of those who have not submitted their answers via phone or computer.



To take the census, visit [My2020Census.gov](https://my2020census.gov) or call 844 330 2020, the survey only takes a few minutes to complete.



For more information, visit <https://www.census.gov/en.html>

Help Keep Our Communities Clean

Please remember to keep patios and outdoor hallways clean and clear of debris, toys and unapproved furniture — only patio furniture should be kept outside.

Excess furniture, personal items and trash can easily become projectiles during a heavy storm or hurricane and pose a threat to residents, buildings, vehicles and more.

Kiddie pools and associated toys are allowed but should remain on concrete areas and be taken inside when not in use. Likewise, grills must be used at least 10-feet away from any building and should be cleaned out, dismantled and removed after every use — they should not be kept outside when not in use.



Please ensure your patio and outdoor space is in line with our community standards. If any clarification is needed, please refer to either your rent agreement or the Community Policies.

It is up to all of us to keep our properties clean and safe!



Disston Residents:

Roof repairs are scheduled to begin the 2nd week of August.

For more information, contact Property Manager, Katrina Weekley at KWeekley@StPeteHA.org



Hurricane Preparation

Hurricane season is gearing up here in Florida but, this year, evacuation plans may need to look a bit different due to COVID-19.

According to Pinellas County Emergency Management, sheltering in place — when not under an evacuation order — or staying with a friend or family member outside the evacuation zone are the safest and most comfortable options at this time.

While public shelters — including pet-friendly and special needs options — are available, these should be Plan B. This way, shelters can maintain safe social distancing between families.

And remember, wherever you evacuate to, make sure to bring face masks and hand sanitizer!

For a list of public shelters in Pinellas County, visit <http://www.pinellascounty.org/emergency/shelteroptions.htm>.

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Crime Prevention

If you witness any criminal activity, please contact the St. Pete Police Department's non-emergency line at (727) 893-7780. Obtain an incident report number for Management to follow-up with SPPD.

- If you have an issue or disagreement and cannot resolve it, please contact the SPPD's non-emergency number for assistance.
- If you would like to anonymously report or give additional information on a crime, you can text your tip to SPPD.

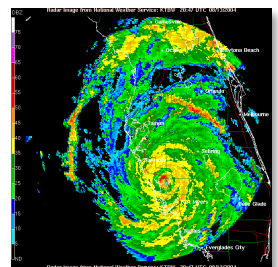


Simply text "SPPD" plus any information you would like to report to Tip411.

As always, please contact 911 in case of emergencies.

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Pinellas County
Emergency Management:
(727) 464-3800



Helpful Resources

Drugwatch.com — COVID-19 resources and advice for dealing with anxiety during these challenging times. Check out <https://www.drugwatch.com/health/covid-19-consumers-guide/> and <https://www.drugwatch.com/health/mental-health/how-to-deal-with-anxiety/>.

Ready Pinellas — Download this app for checklists, hurricane preparedness assistance and emergency information.

Pinellas County Schools — For information on school reopening, visit <https://www.pcsb.org/reopening>.

Feeding Tampa Bay — The Groceries on the Go program offers low-cost healthy foods every Wednesday and Friday at the Lealman Exchange. Visit <https://feedingtampabay.org/groceriesonthego/> for more information.

BreakSpot Grab and Go Meals

The last day for these free summer meals for children will be August 19.

Six days of breakfast and lunch are prepacked and available every Wednesday from 8 a.m. to 11 a.m.

For a list of locations, visit <https://www.pcsb.org/foodlocations>.

Pinellas CARES Financial Assistance

If you have lost your job or income due to COVID 19, you could be eligible to receive financial assistance.

Qualified applicants can receive up to \$5,000 for direct payment of overdue rent, mortgage or utility bills.

Visit <https://covid19.pinellascounty.org/pinellascareindividual/> to see if you qualify.

Text **COVIDCARES** to **898211** to start the application process or call **211**.

Remember, if you have any concerns or notice specific needs within the community, do not hesitate to reach out!

Residents of Jordan Park should contact SPHA at (727) 323 3171 ext. 250.

All other public and affordable housing residents should use ext. 238.

A full list of resources available to St. Petersburg residents can be found on our website at <https://www.stpeteha.org/covid-19-coronavirus-resources>.

Useful Links

Pinellas County Department of Health

<http://pinellas.floridahealth.gov/>

U.S. Centers for Disease Control and Prevention

<https://www.cdc.gov/>

Phone: (727) 323-3171

TDD: (800) 955-8770

TTY: (800) 955-8771

StPeteHA.org



St. Petersburg Housing Authority Newsletter

October 2020



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Virtual Resident Meetings with CEO

AMP2 Residents are invited to a virtual meeting with SPHA CEO, Michael Lundy, on **October 14, 2020**. Two sessions will be held.

1 p.m. Session

Please join from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/684992733>

You can also dial in using your phone.

United States:
+1 (646) 749-3122
Access Code:
684-992-733

4 p.m. Session

Please join from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/949591829>

You can also dial in using your phone.

United States:
+1 (224) 501-3412
Access Code:
949-591-829

Jordan Park Residents are invited to a virtual meeting with SPHA CEO, Michael Lundy, on **October 15, 2020**. Two sessions will be held.

1 p.m. Session

Please join from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/344832461>

You can also dial in using your phone.

United States:
+1 (669) 224-3412
Access Code:
344-832-461

4 p.m. Session

Please join from your computer, tablet or smartphone.

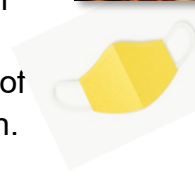
<https://global.gotomeeting.com/join/455230605>

You can also dial in using your phone.

United States:
+1 (408) 650-3123
Access Code:
455-230-605

Florida Enters Phase 3

- Governor Ron DeSantis announced
- Friday, September 25 Florida was
- entering Phase 3 of his reopening plan.



- This means restaurants, gyms, salons and more will be allowed to open at full capacity. The plan also states individuals should continue to practice social distancing and minimize interaction with large crowds. Businesses and individuals alike should still adequately and routinely sanitize to avoid further spread of COVID-19.
- Locally, however, many establishments are opting to follow stricter city and county guidelines — keeping occupancy levels lower, requiring masks or face coverings, etc., so be sure to call or check online before visiting your favorite shops and eateries if you are unsure about their policies.

(Continued on Page 4)



COVID-19 Halloween Safety Tips

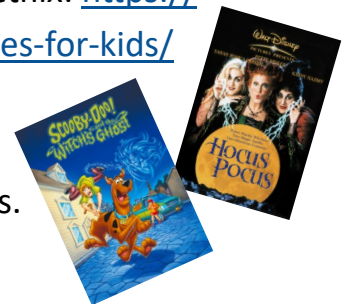
With so many fall holidays coming up, staying home, avoiding parties and having nowhere to show off your top-notch Halloween costume may leave you feeling not very festive at all. The CDC, however, has released guidelines and alternate ideas for autumnal celebrations if you refuse to let the ongoing pandemic ruin even more plans. Visit <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/holidays.html> for the full article on safe and socially-distanced celebrations.

Traditional Halloween activities, like trick or treating, bobbing for apples and attending indoor haunted houses can greatly increase the risk of spreading COVID-19. Instead, plan some safe — but still fun — alternatives:

- Carve pumpkins and decorate your living space.
- Participate in a virtual costume contest.
- Create a candy scavenger hunt in or around your home instead of taking your family trick or treating.
- Have a scary movie marathon (or, for young children, a not-so-scary movie marathon)



*Rotten Tomatoes has an extensive list of family-friendly Halloween movies, many of which can be found on streaming services like Netflix: <https://editorial.rottentomatoes.com/guide/essential-scary-movies-for-kids/>



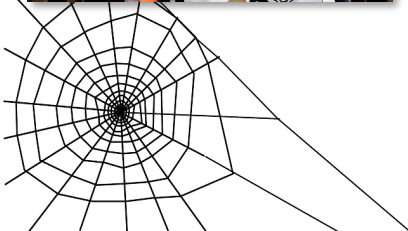
Moderate risk activities:

- Grab and go trick-or-treating with individually wrapped goodie bags.
- Small, socially distanced outdoor costume parades.
- Visiting pumpkin patches where hand sanitizer is available, masks are required or encouraged and people are able to socially distance themselves.



If you still plan on attending crowded events:

- Maintain social distance of at least six feet whenever possible and minimize physically contact like handshakes and hugging.
- Wear a CDC-approved face mask or covering. Do not use costume masks in place of cloth/medical masks and do not layer costume masks over cloth/medical masks.
 - Try a Halloween-themed or character-related cloth mask instead!
- Wash/sanitize your hands regularly and limit contact with high-touch surfaces.
- Keep safe around communal food and drink.



Have You Voted?

The general election is coming up and it's time to make your voice heard. Election Day is Tuesday, November 3 this year but you can actually vote before then and avoid the long lines and large crowds!



One option is requesting an Absentee ballot, which is mailed to your home address. This option allows you to make decisions at your own pace — so if you come across a candidate or proposed amendment you are unfamiliar with, you can easily look up additional information before making a selection. After you have completed the ballot, it can either be mailed in or dropped off at certain polling locations.

Early voting is also available at many polling places around the county. If you prefer in-person voting but have to work on Election Day, want to keep your social distance or avoid standing in hours-long lines, this is the option for you.

For a list of early voting and absentee ballot drop-off locations in Pinellas County, visit <https://www.voteinellas.com/Election-Information/Early-Voting>.

Important Dates:

Early voting runs from October 19, 2020 to November 1, 2020, from 7:00 a.m. to 7:00 p.m. daily

Absentee ballot requests must be received by October 24, 2020. Whether returning ballots by mail or in-person, they must be received no later than 7:00 p.m., November 3, 2020.

To request a mail ballot, call the Pinellas County Supervisor of Elections Office at (727) 464-VOTE (8683) or visit <https://www.voteinellas.com/VoteByMail>

• • • • • Advance Your Career with SPC •

- St. Petersburg College's Workforce Education initiative is currently seeking candidates to
- earn Google IT Support Professional
- Certificates. The program was developed by Google and provides learners with job-ready skills and connections to potential employers.

Applicants do not need four-year degrees to begin this program and you can set your own pace — though most enrollees complete the program in three to six months.

The program is 100% online and free to those who qualify but space is limited, so reserve your spot today!

Visit <http://stpe.co/googleit> to apply. Contact (727) 341-4445 or workforce@spcollege.edu for more information.

SPC St. Petersburg College

Hurricane Preparedness

October is an historically hurricane-prone month for Tampa Bay. Remember to stay alert and have shelter-in-place and evacuation plans prepared.

For more information, visit <http://www.pinellascounty.org/emergency/allhazardguide.htm>.

Search your address in the Know Your Zone database: <http://kyz.pinellascounty.org/>.

Pinellas County Emergency Operations Center
Department of Emergency Management
(727) 464-3800

Helpful Resources

Pinellas Suncoast Transit Authority — PSTA has suspended ride collection fees due to COVID-19. Visit <https://psta.net/> for more information.

Ready Pinellas — Download this app for checklists, hurricane preparedness assistance and emergency information.

Pinellas County Schools — For school updates, visit <https://www.pcsb.org/reopening>.

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Relaxed Restrictions in St. Pete

Following the Governor's announcement, the City of St. Petersburg is allowing events to resume and certain facilities to reopen to the public.

The City is now accepting requests for events on city property, given organizers comply with Centers for Disease Control and Prevention guidelines.

Libraries and Recreation Centers are also reopening, though hours of operation vary among locations.

For more information, visit https://www.stpete.org/internal-news-detail_T2_R1237.php

Are you prepared for Flu Season?

Getting an annual flu shot is more important than ever this year.

While the vaccination cannot treat or prevent COVID-19, getting a flu shot reduces further strain on the healthcare system and protects you, your family and your community from potentially dangerous influenza-related respiratory complications. Check out <https://www.cdc.gov/flu/index.htm>.

Many locations, including grocery stores, urgent care facilities and the county Department of Health, offer free or low-cost vaccines with or without insurance. Visit <https://www.vaccinefinder.org/> to find locations near you.

Remember, if you have any concerns or notice specific needs within the community, do not hesitate to reach out!

Residents of Jordan Park should contact SPHA at (727) 323 3171 ext. 250.

All other public and affordable housing residents should use ext. 238.

A full list of resources available to St. Petersburg residents can be found on our website at https://www.stpete.org/covid_19 coronavirus resources.

Useful Links

Pinellas County Department of Health

<http://pinellas.floridahealth.gov/>

U.S. Centers for Disease Control and Prevention

<https://www.cdc.gov/>

Phone: (727) 323-3171

TDD: (800) 955-8770

TTY: (800) 955-8771

StPeteHA.org





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St. Petersburg Housing Authority (SPHA)
2021 Annual Plan
HUD-50075-HP; Attachment #9

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2001 Gandy Boulevard North, St. Petersburg, FL 33702
(727) 323-3171 • TDD: 1 (800) 955-8770 • TTY: 1 (800) 955-8771

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09/17/20

From:

Delores Fletcher

Jordan Park Resident

1251 23rd Street South #3

St. Petersburg, FL 33712

Re: Proposed Annual Plan

I am very encouraged by the SPHA Annual Plan. The emphasis on Resident Empowerment and Property improvements is good.

Our new Executive Director & the SPHA Board have committed to moving forward as quickly as possible.

My only concern is that SPHA continue to work closely with the Seniors that were relocated from Senior Village.

Again, I am encouraged by the Annual Plan, and the commitment to action.

SPHA Annual Resident Advisory Board (RAB) Meeting

Sep 16, 2020 . 2:47 PM . ID: 651149669

Share Status

Access: Public

Expires: Sep 23, 2020

Shared content: Video, Transcript, Notes, Meeting info

Attendees

+18133779868

Rodrigo Marquez

+17272423498

St. Petersburg Housing Authority

conference@stpeteha.org

Sophia Works

Maria O'Reilly

mjoreilly0@gmail.com

Christopher Benjamin

chrisbenj85@gmail.com

Rachel Johnson

igotsomethin2say@yahoo.com

+17273232685

+17278646302

+17272423498

+17275997324

+17273441816

Desha Marrero-Castro
pbjmommy84@gmail.com

Cindy Blackwelder
cblackwelder4@gmail.com

Tiffany washington
washingtont0603@gmail.com

Lakeisha Manuel
keisha201086@gmail.com

Macbook

Shalonda Rivers
mrsshon@comcast.net

Larry Gonzalez
lgonzalez@spha.local

Jacquelyn Roberson
jroberson@stpeteha.org

Delores Fletcher

John Schreiner
jschreiner51@gmail.com

Talk Time

Organizer

70%

Attendees

30%

Lakeisha Manuel

00 mins . 0%

St. Petersburg Housing Authority

77 mins . 87%

Tiffany washington

31 mins . 35%

Cindy Blackwelder

00 mins . 1%

Delores Fletcher

00 mins . 1%

Macbook

00 mins . 0%

Lakeisha Manuel

00 mins . 0%

Tiffany washington

00 mins . 0%

Desha Marrero-Castro

00 mins . 0%

John Schreiner

00 mins . 0%

Jacquelyn Roberson

00 mins . 0%

Sophia Works

00 mins . 0%

Larry Gonzalez

00 mins . 0%

Rodrigo Marquez

00 mins . 0%

Shalonda Rivers

00 mins . 0%

Maria

00 mins . 0%

Sophia Works

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Sophia Works

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Christopher Benjamin

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Rodrigo Marquez

00 mins . 0%

Rachel Johnson

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Rodrigo Marquez

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00 mins . 0%

+18133779868

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September 23, 2020

Ms. Bessie M. Hightower
4888 21st Avenue North, #33
St. Petersburg, FL 33713

Re: Resident Advisory Board Participation

Dear Ms. Hightower

Thank you accepting our invitation, and for your voluntary virtual participation as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m., for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at <https://www.stpeteha.org/spha-fy-2021-annual-plan>.

Members of the Resident Advisory Board are welcome to continue submitting written comments through October 16, 2020. Please submit any comments or questions to publichousing@stpeteha.org.

A final 2021 Annual Plan will be presented to the SPHA Board of Commissioners at the October 22, 2020 Regular Board Meeting. The meeting is open to the public.

Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer



September 23, 2020

Mr. Thomas Steininger
9101 Dr. Martine Luther King, Jr. Street North, #102
St. Petersburg, FL 33702

Re: Resident Advisory Board Participation

Dear Mr. Steininger:

Thank you accepting our invitation, and for your virtual voluntary participation, as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m., for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

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Sincerely,

A handwritten signature in black ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer



September 23, 2020

Ms. Jackie F. Nesbitt
1260 23rd Street So., #5
St. Petersburg, FL 33712

Re: Resident Advisory Board Participation

Dear Ms. Nesbitt:

Thank you accepting our invitation, and for your voluntary in-person participation as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m. at the Jordan Park Management Office, for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

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Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer



September 23, 2020

Ms. Mykel C. Daxon
2300 11th Avenue So.
St. Petersburg, FL 33712

Re: Resident Advisory Board Participation

Dear Ms. Daxon:

Thank you accepting our invitation, and for your voluntary in-person participation as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m. at the Jordan Park Management Office, for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at <https://www.stpeteha.org/spha-fy-2021-annual-plan>.

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Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer



September 23, 2020

Ms. Sena M. Williams
1252 23rd Street So.
St. Petersburg, FL 33712

Re: Resident Advisory Board Participation

Dear Ms. Williams:

Thank you accepting our invitation, and for your voluntary in-person participation as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m. at the Jordan Park Management Office, for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

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Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer



September 23, 2020

Ms. Gwen Gathers
1011 23rd Street So.
St. Petersburg, FL 33712

Re: Resident Advisory Board Participation

Dear Ms. Gathers:

Thank you accepting our invitation, and for your voluntary in-person participation as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m. at the Jordan Park Management Office, for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at **<https://www.stpeteha.org/spha-fy-2021-annual-plan>**.

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Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

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Robin Adams
Asset Management Officer



September 23, 2020

Mr. Tiffany Washington
2370 10th Avenue So.
St. Petersburg, FL 33712

Re: Resident Advisory Board Participation

Dear Ms. Washington:

Thank you accepting our invitation, and for your voluntary virtual participation, as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m., for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at **<https://www.stpeteha.org/spha-fy-2021-annual-plan>**.

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Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer



September 23, 2020

Ms. Thelma Algarin
2440 12th Avenue So.
St. Petersburg, FL 33712

Re: Resident Advisory Board Participation

Dear Ms. Algarin:

Thank you accepting our invitation, and for your voluntary in-person participation as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m. at the Jordan Park Management Office, for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at <https://www.stpeteha.org/spha-fy-2021-annual-plan>.

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A final 2021 Annual Plan will be presented to the SPHA Board of Commissioners at the October 22, 2020 Regular Board Meeting. The meeting is open to the public.

Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer



September 23, 2020

Ms. Desha M. Marrero-Castro
2331 13th Avenue S., #3
St. Petersburg, FL 33712

Re: Resident Advisory Board Participation

Dear Ms. Marrero-Castro:

Thank you accepting our invitation, and for your voluntary virtual participation as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m., for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at <https://www.stpeteha.org/spha-fy-2021-annual-plan>.

Members of the Resident Advisory Board are welcome to continue submitting written comments through October 16, 2020. Please submit any comments or questions to publichousing@stpeteha.org.

A final 2021 Annual Plan will be presented to the SPHA Board of Commissioners at the October 22, 2020 Regular Board Meeting. The meeting is open to the public.

Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer



September 23, 2020

Ms. Delores Fletcher
1251 23 Street So., #3
St. Petersburg, FL 33712

Re: Resident Advisory Board Participation

Dear Ms. Fletcher:

Thank you accepting our invitation, and for your voluntary virtual and in-person participation as a member of the Resident Advisory Board on September 16, 2020 at 3:00 p.m. at the Jordan Park Management Office, for the purpose of reviewing the draft 2021 St. Petersburg Housing Authority Annual Plan. Your comments and questions are appreciated.

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at <https://www.stpeteha.org/spha-fy-2021-annual-plan>.

Members of the Resident Advisory Board are welcome to continue submitting written comments through October 16, 2020. We thank you for the written comment you have already submitted. Please submit any additional comments or questions to publichousing@stpeteha.org.

A final 2021 Annual Plan will be presented to the SPHA Board of Commissioners at the October 22, 2020 Regular Board Meeting. The meeting is open to the public.

Again, thank you for your participation as a RAB member. If you have any questions or need further information, please contact Robin Adams at 727-323-3171, Extension #211.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin Adams".

Robin Adams
Asset Management Officer

**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 the Assistant Secretary for Community Development

QODP 04799/2448

Expires 2/29/2016

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

K Joshua A. Johnson y g Director, Housing & Community Development Dept

Official's Name

Official's Title

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aaaaa St. Petersburg Housing Authority aaaaaa

PHA Name

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K r gf lo gpw *CK-vq Hct J qwulpi Ej qlcg qhy g

aaaaa City of St. Petersburg aaaaaa

Local Jurisdiction Name

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Eqpuqkf cvgf Rrcp cpf y g CK

The St. Petersburg Housing Authority provides 340 units of low rent public housing and 58 units of affordable housing to the City's eligible citizens. SPHA is planning to redevelop the Jordan Park Apts., including a proposed 60-unit midrise for seniors. Other plans include the development of Veteran's Housing and a Homeownership plan for the Housing Choice Voucher and Public Housing programs. SPHA contributes to the Consolidated Planning & the Analysis of Impediments Planning processes.

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r tqugewg hng earlo u cpf ucgo gpw0Eqpxlevkp o c{ tguvnlp etlo lpcncpf lqt ekknr gpcnku0 *3: WUE03223. 3232. 3234-53 WUE0594; . 5: 24+

Name of Authorized Official Joshua A. Johnson	Title Director, Housing & Community Development
Signature Joshua A. Johnson	Date 11-3-2020

PHA Certifications of Compliance with PHA Plans and Related R e g u l a t i o n s

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 08/30/2011

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 X Annual PHA Plan for the PHA fiscal year beginning, 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.


Housing Authority of the City of St. Petersburg
PHA Name

FL002
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 - 20

X Annual PHA Plan for Fiscal Years 20²¹- 20²²

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

Name of Authorized Official Stephanie Owens	Title Chairperson of Board
Signature 	Date 12.10.2020

C. Statement of Capital Improvements



Tgs wktgf 'hqt"cm'RJ Cu"eqo r ngvpi 'vj ku'hqto 'vj cv'cf o kpkugt'r wdne'j qwulpi "
cpf 'tgegkxg'hwpf kpi 'htqo 'vj g'Ecr kcn'Hwpf 'Rtqi tco " EHR 0'

Status: F tchv Approval Date: Approved By:

Part I: Summary						
PHA Name : J QWURPI 'CWVJ QTKW['QH'VJ G'EKW['QH'UV0 RGVGTUDWTI		Locality (City/County & State) <input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:)				
PHA Number: HN224						
A.	Development Number and Name	Work Statement for Year 1 4243	Work Statement for Year 2 4244	Work Statement for Year 3 4245	Work Statement for Year 4 4246	Work Statement for Year 5 4247
	CWVJ QTKW[/Y KFG	&879.264022	&67.222022	&67.222022	&67.222022	&67.222022
	F KUUVQP 'RNCEG'*HN224222224+	&688.656022	&79: .698022	&427.222022	&427.222022	&427.222022

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 4243				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	CWJ QTK[/Y F G*PCY CUF+			8379.26402
IF 2227	3632'Cfo kputcvkqp'Cfo kputcvkqp'*3632+Ucrtkgu+	RJ C/Y F G Cfo kputcvkqp'*3632+		884.56802
IF 224:	3628'Qr gtcvqpu'Qr gtcvqpu'*3628++	Qr gtcvqpu		86: .8; 802
IF 2256	Eqputcvkqp'Kpur gevqt'Eqputcev'Cfo kputcvkqp'*36: 2+Qvj gt+	3/'Kpur gevqt'r quklqp'y kj 'dgpghku		867.22202
	F KUUPQ 'RNCEG'*HN24222224+			8688.65602
IF 2234	TCF *TCF 'Kpxguo gpv'Cevkklx{ '*3726++	F gxgnr o gpv'Cevkklxgu F kuxqp'Rncg'TCF 'Eqpxgtukqp'*3726+ 8302'Rncg'J qrf gt		8302
IF 2235	"KpvtlqtIGzvtlqt'Wpl/Tgj cdJLkg'Y qtnf'F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Cr r rlcpegu.F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Dev tqgo 'Eqwvgtu'cpf 'Ulpnu.F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Dev tqgo 'HqqtLpi 'pqp e(erlecn:F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Ego o qf gu.F y gnkpi 'Wpl/Kpvtlqt'*36: 2+GrgextlecnF y gnkpi 'Wpl/Kpvtlqt'*36: 2+HqqtLpi 'pqp'tqwlpg+F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Kpvtlqt'F qqtu.F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Kpvtlqt'Rclpklpi 'pqp'tqwlpg+F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Msej gp Ecdlpgvu.F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Msej gp'Ulpnu'cpf 'Hcvegu.F y gnkpi 'Wpl/Kpvtlqt'*36: 2+O gej cplecnF y gnkpi 'Wpl/Kpvtlqt'*36: 2+Qvj gt.F y gnkpi 'Wpl/Kpvtlqt'*36: 2+Rxo dlpi .F y gnkpi	Wpl/Kpvtlqtu."gzvtlqtu."r ctnkpi 'tqu."tqqh'u'ugo u."hi j vki ."r clpklpi ."qj gt tgpqxcvklpu		8658.65502

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 4243				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	36: 2+Vvdu'cpf'Uj qy gtu.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Cur j cn//Egpetgvg/'Rcxlpi .F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Ewd'cpf'I wgt.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Fwo r ugtu'cpf Gperquw'gu.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Grgewle'F kntldwklp.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Hpep'gRcpv'pi .F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Hpep'pi .F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Ncpfuecr g.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Nk j vpi .F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Qvj gt.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Rctn'pi .F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Rgf gunt'cp'f cxlpi .F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Rrc' i tqvpf 'Ctgcu//Gs wkr o gpvF y gnkpi 'Wpks/Usg'Y qtni'36: 2+UgcniEqcv.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Ugy gt'Npgu//O clpu.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Uki pci g.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Ukto 'F tclpci g.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Utkr lpi .F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Y cvgt'NpguO clpu.TCE 'Hupfu'p'g Emulpi '36: 2+ C' 'G' Hegu'Eqp'cevc'f o lplnt'cvkqp'36: 2+Qvj gt' Hegu'cpf' Equu.F y gnkpi 'Wpks/Gz'vgtlqt'36: 2+Dcreqplgu'Rqte gu'Tcklpi u'gve.F y gnkpi 'Wpks/Gz'vgtlqt'36: 2+F gem'cpf 'Rcvlqu.F y gnkpi 'Wpks/Gz'vgtlqt'36: 2+Tqqu.F y gnkpi 'Wpks/l'vgtlqt'36: 2+Dcvj tqgo 'Eqwvgtu'cpf 'Ukpmu.F y gnkpi 'Wpks/l'vgtlqt'36: 2+Msej gp'Ecdlpgu.F y gnkpi 'Wpks/l'vgtlqt'36: 2+Msej gp'Ukpmu'cpf 'Hvegu.F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Cur j cn//Egpetgvg/'Rcxlpi .F y gnkpi 'Wpks/Usg'Y qtni'36: 2+Rctn'pi +	Eqpnt'vexlqp'Cf o lplnt'cvkqp		852.22202
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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 4244				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	F KUUVQP "RNC EG" #N224222224+			&79: .69802
IF 2237	3632"Cfo kpkntcvkqp"*****"Cfo kpkntcvkqp"3632+Ucrnltgu+	RJ C/Y IF G Cfo kpkntcvkqp"3632+		&84.56902
IF 2238	3628"Qr gtcvkgpu"TCF "3725++	Qr gtcvkgpu		&6: .8; 902
IF 223:	Kpvgtkqt Kzvgtkqt "Wpks/Tgj cd lUsg"Y qtni"TCF "Hwpf u'Rtg"Enqulpi "36: 2+F y gnikpi "Wpks/Kpvgtkqt 36: 2+Cr r dpegu.F y gnikpi "Wpks/Kpvgtkqt"36: 2+Dcvj tqgo "Eqwpgtu"cpf "Upmu.F y gnikpi "Wpks/ Kpvgtkqt"36: 2+Dcvj tqgo "Hqqtktpi "pqp"e(erdecn:F y gnikpi "Wpks/Kpvgtkqt"36: 2+Ego o qf gu.F y gnikpi Wpks/Kpvgtkqt"36: 2+GrgewlecnF y gnikpi "Wpks/Kpvgtkqt"36: 2+Hqqtktpi "pqp"tqwlpg+F y gnikpi "Wpks/ Kpvgtkqt"36: 2+Kpvgtkqt F qqtu.F y gnikpi "Wpks/Kpvgtkqt"36: 2+Kpvgtkqt "Rclpvlpi "pqp"tqwlpg+F y gnikpi Wpks/Kpvgtkqt"36: 2+Msej gp"Ecdkpgu.F y gnikpi "Wpks/Kpvgtkqt"36: 2+Msej gp"Upmu"cpf Hvegu.F y gnikpi "Wpks/Kpvgtkqt"36: 2+O gej cplecnF y gnikpi "Wpks/Kpvgtkqt"36: 2+Rno dlpi .F y gnikpi Wpks/Kpvgtkqt"36: 2+Vvdu"cpf "Uj qy gtu.F y gnikpi "Wpks/Usg"Y qtni"36: 2+Cur j cn// "Eqpetgg" Rcxkpi .F y gnikpi "Wpks/Usg"Y qtni"36: 2+Ewd"cpf "I wgt.F y gnikpi "Wpks/Usg"Y qtni"36: 2+F wo r ugtu cpf "Gpenquwtgu.F y gnikpi "Wpks/Usg"Y qtni"36: 2+Grgewle F kntkdwkqp.F y gnikpi "Wpks/Usg"Y qtni 36: 2+Hepelpi .F y gnikpi "Wpks/Usg"Y qtni"36: 2+Ncpf uecr g.F y gnikpi "Wpks/Usg"Y qtni"36: 2+ Nki j vlpi .F y gnikpi "Wpks/Usg"Y qtni"36: 2+Qvj gt.F y gnikpi "Wpks/Usg"Y qtni"36: 2+Rgf gntkcp r cxkpi .F y gnikpi "Wpks/Usg"Y qtni"36: 2+Rnc i tqwpf "Ctgeu// "Gswk o gpvF y gnikpi "Wpks/Usg"Y qtni 36: 2+UgcnEqcvF y gnikpi "Wpks/Usg"Y qtni"36: 2+Ugy gt "Nlpgu// "O clpu.F y gnikpi "Wpks/Usg"Y qtni 36: 2+Uki pci g.F y gnikpi "Wpks/Usg"Y qtni"36: 2+Uqto "F telpei g.F y gnikpi "Wpks/Usg"Y qtni"36: 2+ Urkclpi .F y gnikpi "Wpks/Usg"Y qtni"36: 2+Y cvt "NlpguO clpu.F y gnikpi "Wpks/Usg"Y qtni"36: 2+ C/ "G'Hequ" F y gnikpi "Wpks/Gzvgtkqt"36: 2+Deneqplgu/Rqtej gu/Teklpi u'ge.Eqpvcevcfo kpkntcvkqp	Wpks/Kpvgtkqtu."gzvgtkqtu."rctnkp "tqu."tqqt'u(ugo u."hi j vlpi ."r clpvlpi ."qy gt tgpqxcvkgpu)		&658.65402
IF 2258	36: 2+Qvj gt "Hegu"cpf "Eqqu.F y gnikpi "Wpks/Gzvgtkqt"36: 2+F gemu"cpf "Rcvku.F y gnikpi "Wpks/Gzvgtkqt 36: 2+Tqqhu.F y gnikpi "Wpks/Kpvgtkqt"36: 2+Dcvj tqgo "Eqwpgtu"cpf "Upmu.F y gnikpi "Wpks/Kpvgtkqt 36: 2+Msej gp"Ecdkpgu.F y gnikpi "Wpks/Kpvgtkqt"36: 2+Msej gp"Upmu"cpf "Hvegu.F y gnikpi "Wpks/Usg Y qtni"36: 2+Cur j cn// "Eqpetgg"/ "Rcxkpi .F y gnikpi "Wpks/Usg"Y qtni"36: 2+Rctnkp +	Eqpvcevcfo kpkntcvkqp		&52.22202

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 4244				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	CWJ QTK[/Y IFG*PCY CUF+			&67.22202
IF 2257	Eqpntvevqp"Kpur gevqt*EqpntcevCfo lplntcvkqp"36: 2+Qvj gt+	3"/Kpur gevqt'r quiskqp'y kj 'dgpghku		&67.22202
	Uwdqvcrlqh'Gurlo cvgf'Eguv			&845.69802

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 4245				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	F KUUVQP "RNCEG"HN224222224+			&427.22202
IF 2242	3632"Cfo kputcvkqp"Cfo kputcvkqp"3632+Ucrctkgu+	RJ C/Y IF G Cfo kputcvkqp"3632+		&47.22202
IF 2243	3628"Qr gtcvkqpu"TCF"3725++	Qr gtcvkqpu		&72.22202
IF 2246	C" ("Ghgu"Eqptcev"Cfo kputcvkqp"36: 2+Eqpvkpi gpe{+	Eqptcev"Cfo kputcvkqp"36: 2+ Eqpvkpi gpe{ "q'lwrr qtVj g"Py "Eqpntvevkqp"cpf "Tgj cd"Y qtmihqt"F kuxqp"Rrceg CO R4		&37.22202
IF 225:	Kpvgtkqt"Kzvgtkqt"Wpks/Tgj cd"Uksg"Y qtmfF y gmkpi "Wpks/Kpvgtkqt"36: 2+Cr r dcepguF y gmkpi "Wpks/Kpvgtkqt"36: 2+Dcy tqgo "Eqwpgtu"cpf "UlpnuF y gmkpi "Wpks/Kpvgtkqt"36: 2+Dcy tqgo "Hqutlpi "pqp e{enecn:F y gmkpi "Wpks/Kpvgtkqt"36: 2+Ego o qf guF y gmkpi "Wpks/Kpvgtkqt"36: 2+GrgextlecnF y gmkpi "Wpks/Kpvgtkqt"36: 2+Hqutlpi "pqp"tqwklpg+F y gmkpi "Wpks/Kpvgtkqt"36: 2+Kpvgtkqt"F qqtuF y gmkpi "Wpks/Kpvgtkqt"36: 2+Kpvgtkqt"Rclpvkpi "pqp"tqwklpg+F y gmkpi "Wpks/Kpvgtkqt"36: 2+Mksej gp EcdkpguF y gmkpi "Wpks/Kpvgtkqt"36: 2+Mksej gp"Ulpnu"cpf "HwewguF y gmkpi "Wpks/Kpvgtkqt"36: 2+O gej cplecnF y gmkpi "Wpks/Kpvgtkqt"36: 2+Rnvo dlpi .F y gmkpi "Wpks/Kpvgtkqt"36: 2+Vvdu"cpf Uj qy gtuF y gmkpi "Wpks/Uksg"Y qtm"36: 2+Cur j cn// "Eqpetgvg"/"Rexlpi .F y gmkpi "Wpks/Uksg"Y qtm 36: 2+Ewtd"cpf "I wgt.F y gmkpi "Wpks/Uksg"Y qtm"36: 2+F wo r ugtu"cpf "GpenquwguF y gmkpi "Wpks/Uksg"Y qtm"36: 2+Grgextle"F kntdvwkp.F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Hepelki .F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Ncpf uecr g.F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Nli j kpi .F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Qvj gt.F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Rctnkpi .F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Rgf gntkcp r cxlpi .F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Rnc{ i tqwpf "Ctgcu// "Gs wkr o gpvF y gmkpi "Wpks/Uksg"Y qtm 36: 2+UgcnEqcvF y gmkpi "Wpks/Uksg"Y qtm"36: 2+Ugy gt"Nlpgu// "O clpuF y gmkpi "Wpks/Uksg"Y qtm 36: 2+Uk pci g.F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Uqto "F tclpci g.F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Ukclpi .F y gmkpi "Wpks/Uksg"Y qtm"36: 2+Y cye"t"Nlpgu"O clpu.TCF" Hopt u"Rt g"Emukpi "36: 2++	Wpks/Kpvgtkqtu."gzvgtkqtu."r ctmkpi "hqu."tqqh'u(ugo u."hli j kpi ."r clpvkpi ."qj gt tgpqxcvkqpu0		&337.22202

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 4245				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	CWJ QTK[/Y IFG*PCY CUF+			&67.22202
IF 2259	Eqpntvevqp"lfur gevqt*EqpntcevCfo lplntcvkqp"36: 2+Qvj gt+	3"/lfur gevqt"r quiskqp'y kj "dgpghku		&67.22202
	Uwdqvcrlqh'Gurlo cvgf'Eguv			&472.22202

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2024				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	DISSTON PLACE (FL002000002)			\$205,000.00
ID0029	Interior/Exterior Unit Rehab/Site Work(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures,Dwelling Unit-Site Work (1480)-Electric Distribution,Dwelling Unit-Site Work (1480)-Fencing,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Lighting,Dwelling Unit-Site Work (1480)-Other,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Pedestrian paving,Dwelling Unit-Site Work (1480)-Playground Areas - Equipment,Dwelling Unit-Site Work (1480)-Seal Coat,Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Striping,Dwelling Unit-Site Work (1480)-Water Lines/Mains,RAD Funds Pre Closing (1480))	Unit interiors, exteriors, parking lots, roof systems, lighting, painting, other renovations.		\$115,000.00
ID0030	1406 Operations(RAD (1503))	Operations		\$50,000.00
ID0032	1410 Administration(Administration (1410)-Salaries)	PHA-WIDE Administration (1410)		\$25,000.00
ID0040	A & E Fees (Contract Administration (1480)-Contingency)	Contract Administration (1480) Contingency to support the New Construction and Rehab Work for Disston Place AMP2		\$15,000.00

Form HUD-50075.2(4/2008)

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	DISSTON PLACE (FL002000002)			\$205,000.00
ID0041	Interior/Exterior Unit Rehab/Site Work(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures,Dwelling Unit-Site Work (1480)-Electric Distribution,Dwelling Unit-Site Work (1480)-Fencing,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Lighting,Dwelling Unit-Site Work (1480)-Other,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Pedestrian paving,Dwelling Unit-Site Work (1480)-Playground Areas - Equipment,Dwelling Unit-Site Work (1480)-Seal Coat,Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Striping,Dwelling Unit-Site Work (1480)-Water Lines/Mains,RAD Funds Pre Closing (1480))	Unit interiors, exteriors, parking lots, roof systems, lighting, painting, other renovations.		\$115,000.00
ID0042	1406 Operations(RAD (1503))	Operations		\$50,000.00
ID0043	1410 Adminstration(Administration (1410)-Salaries)	PHA-WIDE Administration (1410)		\$25,000.00
ID0045	A & E Fees (Contract Administration (1480)-Contingency)	Contract Administration (1480) Contingency to support the New Construction and Rehab Work for Disston Place AMP2		\$15,000.00

Form HUD-50075.2(4/2008)

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 1 2021	
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
1410 Administration(Administration (1410)-Salaries)	\$62,346.00
1406 Operatons(Operations (1406))	\$49,696.00
Construction Inspector(Contract Administration (1480)-Other)	\$45,000.00
Subtotal of Estimated Cost	\$157,042.00

Form HUD-50075.2(4/2008)

Form HUD-50075.2(4/2008)

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 4 2024	
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Construction Inspector(Contract Administration (1480)-Other)	\$45,000.00
Subtotal of Estimated Cost	\$45,000.00

Form HUD-50075.2(4/2008)

D. Public Notices and Outreach Materials



Copies of notices issued to SPHA residents and the public in the City of St. Petersburg; the notices request comments on the Annual Plan and announce the public hearing.

The board resolution approving the Annual Plan is also included.

PUBLIC NOTICE

Virtual Annual Resident Advisory Board (RAB) Meeting

A meeting of the St. Petersburg Housing Authority (SPHA) Resident Advisory Board (RAB) will be held to gather input from our residents for the St. Petersburg Housing Authority's draft 2021 Annual Plan. One or more members of the SPHA Board of Commissioners may be in attendance.

WHEN:

Wednesday, September 16th, 2020 at 3:00 p.m.

WHERE:

Due to COVID-19, the meeting will be held virtually and can be accessed via phone or computer.

To join the meeting from your computer, tablet or smartphone, please follow this link:

<https://global.gotomeeting.com/join/651149669>

You can also dial in using your phone:

United States: +1 (646) 749-3122

Access Code: 651-149-669

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/651149669>

For more information please contact....



**ST. PETERSBURG
HOUSING AUTHORITY**

Virtual Annual RAB Meeting

**Wednesday,
September 16th,
2020 at 3:00 p.m.**

For Details:

727.323.3171 ext. 219

or

executive@stpeteha.org

Phone: 727.323.3171

TDD: 800.955.8770

TTY: 800.955.8771



StPeteHA.org

RAB NOTICE

Resident Advisory Board Member 2021 Annual Plan Comments

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at <https://www.stpeteha.org/spha-fy-2021-annual-plan>.

SPHA residents were invited to participate in a meeting of the Resident Advisory Board, held virtually and at the Jordan Park Apartments Community Center on September 16, 2020.

Members of the Resident Advisory Board are welcome to continue submitting comments through October 16, 2020.

Please submit any comments or questions to publichousing@stpeteha.org.

The 2021 Annual Plan will be presented to the SPHA Board of Commissioners at the October 22, 2020 Regular Board Meeting. The meeting is open to the public.



What:
2021 Annual Plan
Comments

Submission Deadline:
October 16, 2020

Please email comments to
publichousing@stpeteha.org

Phone: [727.323.3171](tel:727.323.3171)
TDD: [800.955.8770](tel:800.955.8770)
TTY: [800.955.8771](tel:800.955.8771)



PUBLIC NOTICE



2021 Annual Plan Comments

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at <https://www.stpeteha.org/spha-fy-2021-annual-plan>.

A meeting of the SPHA Resident Advisory Board, was held virtually and at the Jordan Park Apartments Community Center on September 16, 2020 to review the draft SPHA 2021 Annual Plan. Comments were collected and will become a part of the final 2021 Annual Plan submission.

Public comments and comments from the Resident Advisory Board will continue to be accepted through October 16, 2020.

Please submit any comments or questions to publichousing@stpeteha.org.

The 2021 Annual Plan will be presented to the SPHA Board of Commissioners at the October 22, 2020 Regular Board Meeting. The meeting is open to the public.



**ST. PETERSBURG
HOUSING AUTHORITY**

What:
2021 Annual Plan
Comments

Submission Deadline:
October 16, 2020

Please email comments to
[publichousing
@stpeteha.org](mailto:publichousing@stpeteha.org)

Phone: 727.323.3171
TDD: 800.955.8770
TTY: 800.955.8771



StPeteHA.org

PUBLIC NOTICE

Deadline for 2021 Annual Plan Comments Extended to December 9, 2020

UPDATED (Originally Posted: November 30, 2020)

A draft of the 2021 Annual Plan was posted to the St. Petersburg Housing Authority website on September 2, 2020 and can be found at <https://www.stpeteha.org/spha-fy-2021-annual-plan>.

A meeting of the SPHA Resident Advisory Board was held virtually and at the Jordan Park Apartments Community Center on September 16, 2020 to review the draft SPHA 2021 Annual Plan. Comments were collected and will become a part of the final 2021 Annual Plan submission.

Comments from the general public and comments from the Resident Advisory Board will continue to be accepted through December 9, 2020.

Please submit any comments or questions via email to public housing.

There will be a VIRTUAL public hearing/meeting held on December 10, 2020 where the 2021 Annual Plan will be presented to the SPHA Board of Commissioners. This meeting is open to the public and ALL are invited to attend.

Following the public hearing/meeting, the SPHA Board of Commissioners will vote on the plan at a SPHA Board Meeting. Additional information on the public hearing/meeting and the SPHA Board Meeting can be found at stpeteha.org and on our Facebook page @StPeteHA.



What:
2021 Annual Plan
Comments

Submission Deadline:
December 9, 2020

Comment Submission:
All comments should be
submitted via email to
publichousing@stpeteha.org

Phone: 727.323.3171
TDD: 800.955.8770
TTY: 800.955.8771



StPeteHA.org



@StPeteHA

PUBLIC NOTICE

A Virtual Workshop of the Board of Commissioners of the St. Petersburg Housing Authority and the Board of Directors of the RISE Development Corporation

WHERE:

PLEASE JOIN OUR MEETING FROM YOUR COMPUTER, TABLET OR SMARTPHONE: <https://global.gotomeeting.com/join/497944325>

YOU CAN ALSO DIAL IN USING YOUR PHONE: +1 (669) 224-3412
ACCESS CODE: 497-944-325

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
<https://global.gotomeeting.com/install/497944325>

AGENDA:

1. Roll Call
2. 2021 Proposed Annual Plan
3. 2021 RISE Annual Budget and 2021 SPHA Annual Budget
4. Adjournment



What:

A Virtual SPHA Board of Commissioners and RISE Board of Directors Workshop

When:

Wednesday, December 9, 2020 at 10:00 a.m.

For Details:

727.323.3171 ext. 219
or
communications@stpeteha.org

Phone: 727.323.3171
TDD: 800.955.8770
TTY: 800.955.8771



StPeteHA.org



ST. PETERSBURG HOUSING AUTHORITY 2021 ANNUAL PLAN

Virtual Workshop
December 9, 2020

10:00 AM

HUD FORM 50075

Overview of Major Components

B.1 Revision of PHA Plan Elements

B.2. New Activities

B.3. Progress Report

C.3 Resident Advisory Board (RAB) Comments

D.1. Capital Improvements



B.1. REVISION OF PHA PLAN ELEMENTS

Overview

- ▶ Revision of the Housing Choice Voucher (HCV) Administrative Plan
 - ▶ Approved by the SPHA Board of Commissioners on September 24, 2020 (Resolution No. 2573)
- ▶ Revision of the Public Housing (PH) Admissions and Continued Occupancy Policy
 - ▶ Approved by the SPHA Board of Commissioner on October 22, 2020 (Resolution No. 2575)
- ▶ Financial Resources
 - ▶ SPHA seeking additional financial resources (i.e. LIHTC, CDBG, CRA, etc.)
- ▶ Homeownership Programs
 - ▶ SPHA has established a Homeownership for the HCV and PH programs which the agency anticipates will be fully operational in 2021.



B.1. REVISION OF PHA PLAN ELEMENTS

Overview (cont.)

▶ Substantial Deviation

- ▶ Any change in the planned or actual use of federal funds for activities that would prohibit or redirect the SPHA's strategic goals of increasing the availability of decent, safe and affordable housing for the citizens of the jurisdiction served;
- ▶ Any single or cumulative annual change in the planned or actual use of federal funds as identified in the five-year plan that exceeds 30% of the SPHA annual program budgets for HCV or public housing activities;
- ▶ A mandate from the Board of Commissioners of the SPHA to modify, revise, or delete the long-range goals and objectives of a program;

▶ Significant Amendment

- ▶ A change in the planned or use of funds under the Capital fund that exceeds 30% of the SPHA's total annual budget.

QUESTIONS?



B.2. New Activities Overview

- ▶ Choice Neighborhood Initiative (CNI)
 - ▶ If eligible, SPHA may apply for a CNI Planning Grant
- ▶ Mixed Finance Modernization or Development
 - ▶ SPHA plans to explore the creation of additional affordable housing using several mechanisms (i.e. PBV, LIHTC, bonds, RAD, Faircloth, Section 18, etc.)
- ▶ Demolition or Disposition
 - ▶ Disposition of scattered site house
 - ▶ Potential sale to PH household currently living in the house
 - ▶ Jordan Park former Senior Village
 - ▶ New Construction of 60 unit mid-rise building for seniors
 - ▶ Jordan Park Family Site
 - ▶ Potential disposition to a voucher platform
 - ▶ Other Public Housing Sites



B.2. New Activities Overview (cont.)

- ▶ Conversion of Public Housing to Project-Based Assistance under RAD
 - ▶ May pursue Faircloth, RAD for redevelopment
- ▶ Project Based Vouchers
 - ▶ May be used for recapitalization for Jordan Park (up to 20% of voucher allocation)
- ▶ Units with Approved Vacancies for Modernization
 - ▶ Some Capital Fund projects may require units to be taken offline as approved vacancies for modernization
- ▶ Other Capital Grant Programs
 - ▶ If eligible, SPHA will apply for Emergency Safety and Security Grant and/or other capital grants as HUD makes them available



QUESTIONS?



PROGRESS REPORT

Overview

- ▶ Public Relations / Marketing / Community Relations
- ▶ Property Strategy
 - ▶ Acquire and/or develop additional affordable housing
 - ▶ Disston Place
 - ▶ Jordan Park
- ▶ Veteran's Housing Initiative
 - ▶ Seeking to acquire “move-in ready” units, units that need rehab, or develop newly-constructed units
- ▶ Funding Gap Strategy
 - ▶ Exploring other funding sources outside of HUD
- ▶ Commissioner Training
 - ▶ Orientation for new commissioners and training conducted by CVR Associates



RESIDENT ADVISORY BOARD COMMENTS

Summary

- ▶ Public meeting held with general public, staff, and members of the Resident Advisory Board (RAB) on September 16, 2020
 - ▶ Draft 2021 Annual Plan was reviewed
 - ▶ Questions / Comments (synopsis)
 - ▶ Will SPHA apply for self-sufficiency grants?
 - ▶ Support for homeownership program
 - ▶ Future of the historic village
 - ▶ Interest in a community garden
 - ▶ Improve park and play area after Jordan Park redevelopment
 - ▶ Support for crime prevention initiatives / concern about unwelcome non-residents
 - ▶ Emphasis on resident empowerment and property improvements in Annual Plan is good



D.1. CAPITAL IMPROVEMENTS

Capital Fund - Five Year Action Plan

- ▶ Renovation and Rehabilitation of Disston Place (FL002000002)
 - ▶ Includes Disston Place, Clearview, Sunset Oaks, Romaine, and Gateway Place Apartments
 - ▶ Proposed work activities include (but are not limited to):
 - ▶ Kitchen Rehab
 - ▶ Bathroom Rehab
 - ▶ Parking Lot Paving and Striping
 - ▶ Lighting Upgrades
 - ▶ Sewer Lines
 - ▶ Storm Drainage Upgrades
 - ▶ Roofs
- ▶ Construction Inspector



QUESTIONS?



Thank you for your time,
attention, and participation.
Stay safe and be well!



PUBLIC NOTICE

SPHA 2021 Annual Plan Public Hearing

WHERE:

The Board will meet in person at SPHA's Central Office, 2001 Gandy Blvd. N., St. Petersburg.

MEMBERS OF THE PUBLIC - PLEASE JOIN OUR MEETING FROM YOUR COMPUTER, TABLET OR SMARTPHONE:

<https://global.gotomeeting.com/join/909494925>

YOU CAN ALSO DIAL IN USING YOUR PHONE: +1 (872) 240-3412
ACCESS CODE: 909-494-925

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AGENDA:

1. Call to Order
2. Public Comments
3. Review of the Draft 2021 Annual Plan
4. Adjournment



**ST. PETERSBURG
HOUSING AUTHORITY**

What:

Public Hearing for the
SPHA 2021 Annual Plan

When:

Thursday, December 10,
2020, at 8:30 a.m.,
promptly following the
RISE Board of Directors
meeting

For Details:

727.323.3171 ext. 219
or
[communications
@stpeteha.org](mailto:communications@stpeteha.org)

Phone: 727.323.3171

TDD: 800.955.8770

TTY: 800.955.8771



StPeteHA.org

PUBLIC NOTICE

A Special Call Meeting of the Board of Commissioners of the St. Petersburg Housing Authority

WHERE:

The Board will meet in person at SPHA's Central Office, 2001 Gandy Blvd. N.,
St. Petersburg.

MEMBERS OF THE PUBLIC - PLEASE JOIN OUR MEETING FROM YOUR
COMPUTER, TABLET OR SMARTPHONE:

<https://global.gotomeeting.com/join/909494925>

YOU CAN ALSO DIAL IN USING YOUR PHONE: +1 (872) 240-3412
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AGENDA:

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Public Forum*
5. Resolution #2580 SPHA 2021 Annual Operating Budget
6. Resolution to Approve the SPHA 2021 Annual Plan
7. Adjournment



What:
SPHA Board of
Commissioners Special
Call Meeting

When:
Thursday, December 10,
2020, at 9:00 a.m.,
promptly following the
2021 Annual Plan Public
Hearing

**Members of the public who
wish to address an agenda item
under Public Forum must fill out
a "Registration Form to Provide
Statements at Public Forum" no
later than Wednesday,
December 9th at 4:00 p.m.*

For Details:
727.323.3171 ext. 219
or
[communications
@stpetha.org](mailto:communications@stpetha.org)

Phone: 727.323.3171
TDD: 800.955.8770
TTY: 800.955.8771



StPeteHA.org

RESOLUTION # 2581

APPROVAL OF THE 2021 ANNUAL PLAN

WHEREAS, the Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires housing authorities to submit a Public Housing Agency (PHA) Plan on an annual basis; and

WHEREAS, in accordance with the requirements of the U.S. Department of Housing and Urban Development (HUD), the St. Petersburg Housing Authority (SPHA) has prepared a Fiscal Year 2021 Annual Plan and an update to the Capital Fund Program - Five Year Action Plan for submission to HUD; and

WHEREAS, the Chief Executive Officer has reviewed the proposed 2021 Annual Plan, the update to the Capital Fund Program - Five Year Action Plan, and all required attachments thereto, and recommends the Board's approval for submission of the plan to HUD.

NOW, THEREFORE BE IT RESOLVED THAT the Board of Commissioners of the St. Petersburg Housing Authority hereby approve the 2021 Annual Plan and the update to the Capital Fund Program - Five Year Action Plan for submission to HUD.

APPROVED AND ADOPTED this 10th day of December 2020.



Stephanie A. Owens
Chairperson



Michael Lundy
Secretary