

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date:	July 8, 2025	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Regular
		<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
Department:	Housing and Economic Development		

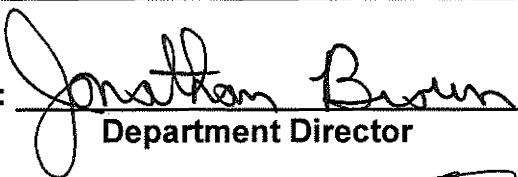

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to execute: a Certification By State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan for the Palm Beach County Housing Authority (PBCHA) in connection with its Annual Plan for Fiscal Year (FY) 2025-2026.

Summary: The PBCHA has prepared its Annual Plan for FY 2025-2026 for submission to the U.S. Department of Housing and Urban Development (HUD). HUD requires Palm Beach County (County) to confirm that the plans and programs outlined in the Annual Plan are consistent with the goals and objectives set forth in the County’s Consolidated Plan. Consistency with the Consolidated Plan is documented through a Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan. The Department of Housing and Economic Development (DHED) has reviewed the PBCHA Annual PHA Plan and determined that the goals, objectives, and activities outlined therein are consistent with the County’s Consolidated Plan for FYs 2025-2029. Some specific goals outlined in the PBCHA’s Plan which are consistent with the goals set forth in the County’s Consolidated Plan are to target assistance to households with incomes of no more than 50% of Area Median Income (\$58,450 for a family of four (4)). The Plan also calls for activities that will affirmatively further fair housing, increase the number of affordable housing units and de-concentrate public housing. Countywide (HJF)

Background and Policy Issues: The County’s Consolidated Plan contains the County’s strategy for addressing housing, economic, and community development needs over a five (5)-year period. DHED is responsible for completing the Consolidated Plan in accordance with HUD regulations at 24 CFR Part 91. The Consolidated Plan covering the FYs 2025-2029 will be presented for approval by the Board of County Commissioners on July 8, 2025. Approval of this agenda item will allow the PBCHA to comply with HUD requirements.

- Attachment(s):**
- 1. Certification By State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan
 - 2. Palm Beach County Housing Authority Annual PHA Plan FY 2025-2026

Recommended By:		6/10/2025
	Department Director	Date
Approved By:		6/12/25
	Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT					

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included In Current Budget? Yes _____ No X
Does this Item include the use of Federal funds? Yes _____ No X
Does this item include the use of State funds? Yes _____ No X

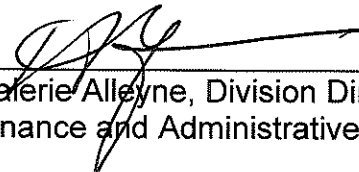
Budget Account No.:

Fund _____ Dept _____ Unit _____ Object _____ Program Code/Period _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

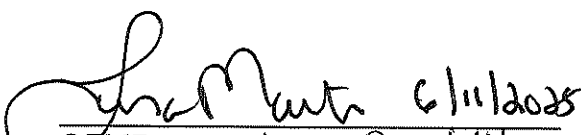
No Fiscal Impact.

C. Departmental Fiscal Review:


Valerie Alleyne, Division Director II
Finance and Administrative Services, DHED

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:


OFMB DAB/II JA 6/11


Contract Development and Control

B. Legal Sufficiency:


Chief Assistant County Attorney 6/10/25

C. Other Department Review:

Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)

Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)	U. S Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires: 09/30/2027
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**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Maria G. Marino, the Mayor
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal year 2025 of the FL080-Palm Beach County Housing Authority is consistent with the
PHA Name

Consolidated Plan or State Consolidated Plan including any applicable fair housing goals or strategies to:

Palm Beach County, Florida
Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR Part 903.15. Provide a description of how the PHA Plan’s contents are consistent with the Consolidated Plan or State Consolidated Plan.

The activities outlined in the PBCHA's Plan are consistent with achieving the goals and objectives of the County Consolidated Plan. The plan promotes the expansion of the supply of affordable housing; targets available assistance to very-low and extremely-low income families and special populations (elderly and disables families); promotes self-sufficiency through resident programs; and affirmatively furthers fair housing.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

Name of Authorized Official:	Title:
<u>Maria G. Marino</u>	<u>Mayor</u>
Signature:	Date:

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

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Approved as to Form And Legal Sufficiency	Approved as to Terms and Conditions Department of Housing and Economic Development	ATTEST: Joseph Abruzzo Clerk & Comptroller
By: <u>Howard J. Falcon II</u> Chief Assistant County Attorney	By: <u>Carlos Serrano</u> Deputy Director	By: _____ Deputy Clerk

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

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires: 09/30/2027

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

I, Maria G. Marino, the Mayor
Official's Name *Official's Title*

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PHA Name

Consolidated Plan or State Consolidated Plan including any applicable fair housing goals or
strategies to:

Palm Beach County, Florida
Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR Part 903.15. Provide a description of how the PHA
Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

The activities outlined in the PBCHA's Plan are consistent with achieving the goals and
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Maria G. Marino	Mayor
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Approved as to Form
And Legal Sufficiency

By: Howard J. Falcon II
Chief Assistant County Attorney

Approved as to Terms and Conditions
Department of Housing and Economic Development

By: Carlos Serrano
Deputy Director

ATTEST: Joseph Abruzzo
Clerk & Comptroller

By: _____
Deputy Clerk

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 09/30/2027
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs** or **TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

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

A.	PHA Information.								
A.1	<div>PHA Name: <u>PALM BEACH COUNTY HOUSING AUTHORITY</u>PHA Code: <u>FL080</u></div> <div>PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA</div> <div>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2025</u></div> <div>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</div> <div>Number of Public Housing (PH) Units <u>428</u>Number of Housing Choice Vouchers (HCVs) <u>3119</u></div> <div>Total Combined Units/Vouchers <u>3547</u></div> <div>PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</div> <div>Availability of Information. 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. 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.</div> <div>How the public can access this PHA Plan: 1. Palm Beach County Housing Authority Administrative Office, 3333 Forest Hill Blvd West Palm Beach, FL 33406 2. Dyson Circle Apartments, 4695 N. Dyson Circle, West Palm Beach, FL 33415 3. Schall Landing Apartments, 2402 Schall Circle, West Palm Beach, FL 33417 4. Seminole Estates, 6388 Seminole Circle, Lantana, FL 33462 5. Drexel House Apartments 1745 Drexel Road, West Palm Beach, FL 33417 6. Palm Beach County Housing Authority Website www.pbchaf1.org 7. Resident Advisory Board (RAB) member received, and electronic and/ or hard copy of all Draft Plans referenced above.</div> <div><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</div> <table><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></table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV
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		PH	HCV						

B.	Plan Elements																																										
B.1	<p>Revision of Existing PHA Plan Elements. (a) Have the following PHA Plan elements been revised by the PHA?</p> <table border="0"> <tr> <td>Y</td><td>N</td><td></td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Statement of Housing Needs and Strategy for Addressing Housing Needs</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Financial Resources.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Rent Determination.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Operation and Management.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Grievance Procedures.</td></tr> <tr> <td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Homeownership Programs.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Community Service and Self-Sufficiency Programs.</td></tr> <tr> <td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Safety and Crime Prevention.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Pet Policy.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Asset Management.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Substantial Deviation.</td></tr> <tr> <td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Significant Amendment/Modification</td></tr> </table> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p>Statement of Housing Needs and Strategy for Addressing Housing Needs Please see the Wait List Reports attached</p> <p>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. Please see the attached document for deconcentration and other policy descriptions.</p> <p>Financial Resources. Please see the attached financial resources.</p> <p>Rent Determination. Please see the attached rent determination document.</p> <p>Operation and Management. Operation and Management documents are attached.</p> <p>Grievance Procedures. Please see attached procedures.</p> <p>Community Service and Self-Sufficiency Programs. Please see the attached resident services document detailing community service and self-sufficiency program documentation.</p> <p>Pet Policy. Pet policy description is attached.</p> <p>Asset Management. Please see attached documents describing revisions for asset management.</p> <p>Substantial Deviation. PBCHA is required to provide its definition of "Substantial Deviation" or "Significant Amendment/Modification" and the basic criteria that it will use for determination. A Substantial Deviation from the Five-Year Plan is an overall change in the direction of the Housing Authority (HA) pertaining to its goals and objectives. The Palm Beach County Housing Authority will consider the following actions as a Substantial Deviation: 1. Results in reallocation of more than \$250,000 in agency funds; 2. An addition of new work items (excludes emergency work) not included in the Capital Fund Program (CFP) 5-Year Action Plan or Annual Statement(s) exceeding a cumulative amount of \$250,000 under the current fiscal year, or changes in use of the replacement reserves under the CFP. 3. Demolition and/or disposition activities, new or amended development plans, designation or conversion actions not currently identified in the 5-Year Plan or Annual Plan, or otherwise mandated by HUD. 4. It would create a mission, goal or objective that would fundamentally change the existing mission, goals, objectives or plans already identified by the Authority and would require formal approval of the Board of Commissioners; 5. Is a clear change in direction of funds mentioned above, exclusive of strategies that modifies agreed upon improvements to physical assets of the LIPH program outside of reductions in HUD funding or reallocations to future years; 6. In the event a federal statutory or regulatory change is made effective and in the opinion of the Authority, has either substantial programmatic or financial effects on the programs administered by the Authority; or 7. Creates substantial obligations or administrative burdens on the programs under administration at the start of the plan year. Such changes which are mandated and/or required may be adopted without prior notice to remain in compliance. New program activities required or adopted to reflect changes in HUD regulations or as a result of a declared national or local emergency are exempt actions. In such cases, the administrative/ programmatic changes implemented will not be considered as a significant amendment or Modification to the Five-Year and Annual Plan. As part of the Rental Assistance Demonstration (RAD), PBCHA is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items: a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance; b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds. c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and d. Changes to the financing structure for each approved RAD conversion. Any substantial deviation or significant amendment is subject to the following requirements: • The PHA must consult with the Resident Advisory Board (RAB) (as defined in 24 CFR 903.13); • The PHA must ensure consistency with the Consolidated Plan of the jurisdiction(s) (as defined in 24 CFR 903.15); and • The PHA must 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 may not adopt the amendment or modification until the PHA has duly called a meeting of its Board of Directors (or similar governing body). This meeting, at which the amendment or modification is adopted, must be open to the public. • The PHA may 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 defined at 24 CFR 903.</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p> <p>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. Please see the attached deconcentration policy.:</p>	Y	N		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Statement of Housing Needs and Strategy for Addressing Housing Needs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Financial Resources.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rent Determination.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Operation and Management.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Grievance Procedures.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Homeownership Programs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Community Service and Self-Sufficiency Programs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Safety and Crime Prevention.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pet Policy.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Asset Management.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Substantial Deviation.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Significant Amendment/Modification
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B.2	<p>New Activities. (a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <table border="0"> <tr> <td>Y</td><td>N</td><td></td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Hope VI or Choice Neighborhoods.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Mixed Finance Modernization or Development.</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Demolition and/or Disposition.</td></tr> </table>	Y	N		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hope VI or Choice Neighborhoods.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mixed Finance Modernization or Development.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Demolition and/or Disposition.																														
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B.3	<p>Progress Report. Provide a description of the PHA s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. Please see the attached progress report.</p>	
B.4	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. The most recent HUD-approved 5-Year Action Plan in EPIC was approved January 21, 2025. CFG FY 2024 \$1,447,306 CFG FY 2025 \$1,400,000 (estimated) CFG FY 2026 \$1,400,000 (estimated) CFG FY 2027 \$1,400,000 (estimated) CFG FY 2028 \$1,400,000 (estimated) Total \$7,047,306</p>	
B.5	<p>Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y <input checked="" type="checkbox"/> N <input type="checkbox"/> (b) If yes, please describe: Summary of findings appears in the attached audit report.</p>	
C.	<p>Other Document and/or Certification Requirements.</p>	
C.1	<p>Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the PHA Plan? Y <input type="checkbox"/> N <input type="checkbox"/> (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>	
C.2	<p>Certification by State or Local Officials. <i>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>	
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p>	

	Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> , must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y <input type="checkbox"/> N <input type="checkbox"/> If yes, include Challenged Elements.
C.5	Troubled PHA. (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> (b) If yes, please describe:
D.	Affirmatively Furthering Fair Housing (AFFH).
D.1	Affirmatively Furthering Fair Housing (AFFH). Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 7.52 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Form identification: FL080-PALM BEACH COUNTY HOUSING AUTHORITY Form HUD-50075-ST (Form ID - 4505) printed by Maxine Gayle in HUD Secure Systems/Public Housing Portal at 06/09/2025 09:21AM EST

B. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	15817		
Extremely low income <=30% AMI	12093	76.5%	
Very low income (>30% but <=50% AMI)	3283	20.8%	
Low income (>50% but <80% AMI)	383	2.4%	
Families with children	8155	51.6%	
Elderly families	1739	11.0%	
Families with Disabilities	3143	19.9%	
Race/ethnicity (White)	3897	24.6%	
Race/ethnicity (Black)	12046	76.2%	
Race/ethnicity (Asian/Other)	709	4.5%	
Race/ethnicity (Hispanic)	2897	18.3%	
Characteristics by Bedroom Size (PH Only)			
1 BR	0	0.0%	
2 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed on 12/27/2022			
How long has it been closed (# of months)? 29			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1866		
Extremely low income <=30% AMI	28	1.5%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children	1035	55.5%	
Elderly families	129	6.9%	
Families with Disabilities	358	19.2%	
Race/ethnicity (White)	329	17.6%	
Race/ethnicity (Black)	1571	84.2%	
Race/ethnicity (Asian/Other)	67	3.6%	
Race/ethnicity (Hispanic)	272	14.6%	
Characteristics by Bedroom Size (PH Only)			
1 BR	1270	68.1%	
2 BR	455	24.4%	
3 BR	141	7.6%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed on 05/17/2024			
How long has it been closed (# of months)? 12			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1310		
Extremely low income <=30% AMI	0	0.0%	
Very low income >30% but <=50% AMI	0	0.0%	
Low income >50% but <80% AMI	0	0.0%	
Families with children	259	19.8%	
Elderly families	748	57.1%	
Families with Disabilities	504	38.5%	
Race/ethnicity (White)	684	52.2%	
Race/ethnicity (Black)	608	46.4%	
Race/ethnicity (Asian/Other)	85	6.5%	
Race/ethnicity (Hispanic)	452	34.5%	
Characteristics by Bedroom Size (PH Only)			
1 BR	1310	100.0%	
2 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed on 12/27/2022			
How long has it been closed (# of months)? 29			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	15817		
Extremely low income <=30% AMI	12093	76.5%	
Very low income (>30% but <=50% AMI)	3283	20.8%	
Low income (>50% but <80% AMI)	383	2.4%	
Families with children	8155	51.6%	
Elderly families	1739	11.0%	
Families with Disabilities	3143	19.9%	
Race/ethnicity (White)	3897	24.6%	
Race/ethnicity (Black)	12046	76.2%	
Race/ethnicity (Asian/Other)	709	4.5%	
Race/ethnicity (Hispanic)	2897	18.3%	
Characteristics by Bedroom Size (PH Only)			
1 BR	0	0.0%	
2 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed on 12/27/2022			
How long has it been closed (# of months)? 29			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	890		
Extremely low income <=30% AMI	704	79.1%	
Very low income >30% but <=50% AMI)	143	16.1%	
Low income >50% but <80% AMI)	39	4.4%	
Families with children	196	22.0%	
Elderly families	407	45.7%	
Families with Disabilities	239	26.9%	
Race/ethnicity (White)	484	54.4%	
Race/ethnicity (Black)	399	44.8%	
Race/ethnicity (Asian/Other)	64	7.2%	
Race/ethnicity (Hispanic)	380	42.7%	
Characteristics by Bedroom Size (PH Only)			
1 BR	387	43.5%	
2 BR	116	13.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed on 07/22/2024			
How long has it been closed (# of months)? 10			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	15		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children	2	13.3%	
Elderly families	3	20.0%	
Families with Disabilities	2	13.3%	
Race/ethnicity (White)	5	33.3%	
Race/ethnicity (Black)	10	66.7%	
Race/ethnicity (Asian/Other)	0	0.0%	
Race/ethnicity (Hispanic)	5	33.3%	
Characteristics by Bedroom Size (PH Only)			
1 BR	15	100.0%	
2 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed on 03/25/2019			
How long has it been closed (# of months)? 74			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2495		
Extremely low income <=30% AMI	2180	87.4%	
Very low income >30% but <=50% AMI	279	11.2%	
Low income >50% but <80% AMI	30	1.2%	
Families with children	429	17.2%	
Elderly families	1172	47.0%	
Families with Disabilities	1196	47.9%	
Race/ethnicity (White)	1267	50.8%	
Race/ethnicity (Black)	1188	47.6%	
Race/ethnicity (Asian/Other)	168	6.7%	
Race/ethnicity (Hispanic)	822	33.0%	
Characteristics by Bedroom Size (PH Only)			
1 BR	2495	100.0%	
2 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed on 12/27/2022			
How long has it been closed (# of months)? 29			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4343		
Extremely low income <=30% AMI	3687	84.9%	
Very low income (>30% but <=50% AMI)	574	13.2%	
Low income (>50% but <80% AMI)	66	1.5%	
Families with children	641	14.8%	
Elderly families	2751	63.3%	
Families with Disabilities	1728	39.8%	
Race/ethnicity (White)	2365	54.5%	
Race/ethnicity (Black)	1910	44.0%	
Race/ethnicity (Asian/Other)	266	6.1%	
Race/ethnicity (Hispanic)	1677	38.6%	
Characteristics by Bedroom Size (PH Only)			
1 BR	2178	50.2%	
2 BR	2165	49.9%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed on 12/27/2022			
How long has it been closed (# of months)? 29			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions

ACOP Changes –

1. HUD change to Occupancy Criteria for Public Housing as follows:
Definition of Family will include “displaced person, an otherwise eligible youth who has attained at least 18 years of age and not more than 24 years of age and who has left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act (42 U.S.C. 675(5)(H)), and is homeless or is at risk of becoming homeless at age 16 or older;”
2. Section 4-II.B. of the ACOP, ORGANIZATION OF THE WAITING LIST, will be updated as follows:
DELETE: The PHA will maintain site-based waiting lists for all of its Public Housing developments.
ADD: The PHA will maintain community-wide waiting list for all family developments and a site-based waiting list for its senior citizen development.
3. Section 4-II.F. of the ACOP, UPDATING THE WAITING LIST, will be updated as follows:
DELETE: To update the waiting list, the PHA will send an update request via email or first class mail to each family on the waiting list to determine whether the family continues to be interested in, and to qualify for, the program. This update request will be sent to the last email or physical address that the PHA has on record for the family. The update request will provide a deadline by which the family must respond and will state that failure to respond will result in the applicant’s name being removed from the waiting list.
ADD: To update the waiting list, the PHA will send an update request via email only to each family on the waiting list to determine whether the family continues to be interested in, and to qualify for, the program. This update request will be sent to the last email address that the PHA has on record for the family. The update request will provide a deadline by which the family must respond and will state that failure to respond will result in the applicant’s name being removed from the waiting list.

DELETE: The family’s response must be in writing and may be delivered in person, by mail, email or by fax. Responses should be postmarked or received by the PHA not later than 15 business days from the date of the PHA letter.
ADD: The family’s response must be submitted online via the applicant portal by the deadline provided in the update notice.

DELETE: If the notice is returned by the post office with no forwarding address, the applicant will be removed from the waiting list without further notice.
If the notice is returned by the post office with a forwarding address, the notice will be re-sent to the address indicated. The family will have 15 business days to respond from the date the letter was re-sent. If the family fails to respond within this time frame, the family will be removed from the waiting list without further notice.
4. Section 4-III.C. of the ACOP, NOTIFICATION OF SELECTION, will be updated as follows:

DELETE: The PHA will notify the family by electronic mail or first-class mail when it is selected from the waiting list. The notice will inform the family of the following:

Date, time, and location of the scheduled application interview, including any procedures for rescheduling the interview; Who is required to attend the interview; Documents that must be provided at the interview to document the legal identity of household members, including information about what constitutes acceptable documentation; Documents that must be provided at the interview to document eligibility for a preference, if applicable; Other documents and information that should be brought to the interview. If a notification letter is returned to the PHA as undeliverable, the family will be removed from the waiting list without further notice. Such failure to act on the part of the applicant prevents the PHA from making an eligibility determination; therefore, no informal hearing will be offered.

5. Section 4-III.D. of the ACOP, THE APPLICATION INTERVIEW, will be updated as follows:
DELETE: All language regarding the in-person eligibility interview will be removed.

The PHA may replace this with a pre-recorded intake briefing video all adult household members will be required to view prior to approval.

Admin Plan Changes –

Chapter 19-III.C HCV PROGRAM ELIGIBILITY

Revised to include the following paragraph concerning VASH SSN Verification:

PHAs must use available flexibilities in accordance with ~~24 CFR 5.216(g)(1)(iii)~~ to accept self-certification of SSN and at least one third-party document, such as a bank statement, utility or cell phone bill, or benefit letter that contains the name of the individual in the absence of other documentation.

For the homeless veteran, the third-party document could be the VA-issued photo ID or document with the veteran's name. If verifying an individual's SSN using this method, the PHA must document why the other SSN documentation was not available.

In the case of the homeless veteran, the PHA must accept the Certificate of Release or Discharge from Active Duty (DD 214) or the VA-verified Application for Health Benefits (10- 10EZ) as verification of SSN if these forms are available; however, these forms are not required to verify SSN. These documents must also be accepted for proof of age purposes.

Revised to include the following paragraph concerning VASH Income Eligibility:

PHAs must serve all income eligible veterans, including low-income veterans (up to 80% AMI) and may not condition this eligibility based on “additional eligibility criteria” specified in its Admin Plan

PHAs may not deny admission to a family with Zero Income.

Revised to include the following paragraph concerning VASH Screening Eligibility:

PHAs will still be required to prohibit admission if any member of the household is subject to a lifetime registration requirement under a state sex offender registration program. However, unless the family member that is subject to lifetime registration under a state sex offender registration program is the homeless veteran (which would result in denial of admission for the family), the remaining family member(s) may be served if the family agrees to remove the sex offender from its family composition.

17-VI.B. ELIGIBILITY FOR PBV ASSISTANCE [24 CFR 983.251(a) and (b)]

Following paragraph modified:

The PBCHA may select families for the PBV program from those who are participants in the PBCHA's tenant-based voucher program and from those who have applied for admission to the voucher program. For voucher participants, eligibility was determined at original admission to the voucher program and does not need to be redetermined at the commencement of PBV assistance. For all others, eligibility for admission must be determined at the commencement of PBV assistance using information received and verified by the PHA within a period of 60-days before commencement of PBV assistance. **(HOTMA Final Voucher Rule 12/3/24)**

In-Place Families [24 CFR 983.251(b)] HOTMA Final

Voucher Rule 12/3/24

If the in-place family is a tenant-based voucher participant, program eligibility is not re-determined. However, the PHA must determine that the total tenant payment for the family is less than the gross rent for the unit, such that the unit will be eligible for a monthly HAP, and the PHA may deny or terminate assistance for the grounds specified in 24 CFR 982.552 and 982.553.

17-VI.D. SELECTION FROM THE WAITING LIST [24 CFR 983.251(c)]

Revised to include the following paragraphs:

HOTMA Final Voucher Rule 12/3/24

The PHA may establish in its Administrative Plan any preferences for occupancy of particular units including the name of the project(s) and the specific preferences that are to be used by project.

If a central PBV waiting list is used, the PHA's Administrative Plan must address the number of offers a family may reject without good cause before the family is removed from the PBV waiting list and whether the owner's rejection will impact the family's place on the PBV waiting list. If a project-specific PBV waiting list is used, the family's name is removed from the project's waiting list connected to the family's rejection of the offer without good cause or the owner's rejection of the family. The family's position on any other project-specific PBV waiting list is not affected. The PHA must define "good cause".

The PHA's definition of good cause must include, at minimum, that:

- (A) The family determines the unit is not accessible to a household member with a disability or otherwise does not meet the member's disability-related needs;
- (B) The unit has HQS deficiencies;
- (C) The family is unable to accept the offer due to circumstances beyond the family's control (such as hospitalization, temporary economic hardship, or natural disaster); and
- (D) The family determines the unit presents a health or safety risk to a household member who is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in part 5, subpart L of this title.

None of the following actions may be taken against an applicant solely because the applicant has applied for, received, or refused an offer of PBV assistance:

- (i) Refuse to list the applicant on the PHA waiting list for tenant-based assistance or any other available PBV waiting list. However, the PHA (or owner in the case of owner-maintained

waiting lists) is not required to open a closed waiting list to place the family on that waiting list.

(ii) Deny any admission preference for which the applicant is currently qualified.

(iii) Change the applicant's place on the waiting list based on preference, date, and time of application, or other factors affecting selection from the waiting list. (iv) Remove the applicant from the waiting list for tenant-based voucher assistance.

Chapter 19-III.H. PROJECT-BASING VASH VOUCHERS

The following paragraph was revised concerning VASH moves

When a VASH PBV family is eligible to move or required to move from its PBV unit in accordance with Section 17-

VIII.C. of this policy, but there is no other comparable tenant-based rental assistance, the following procedures must be implemented:

The following paragraph was revised to include these paragraphs: Special Housing

Types

PHAs must permit HUD-VASH clients to use the following special housing types for tenant-based HUD-VASH assistance, regardless of whether these types are permitted in their administrative plan for other families: single room occupancy (SRO); congregate housing; group home; shared housing; and cooperative housing.

HUD-VASH PBV - Can never be applied to shared housing.

HUD-VASH PORTABILITY

A family that moves under the portability procedures must not be subject to rescreening by the receiving PHA. HUD may publish PIH notices from time to time to further explain portability requirements under the HUD-VASH program.

In all porting scenarios, except for victims of domestic violence, dating violence, sexual assault, and stalking, the PHA must consult with the VA prior to approving the port.

Moves Within Same Area of Operation (Initial PHAs Partnering VA Medical Facility) - Since the initial PHA must maintain records on all HUD-VASH families receiving case management services from its partnering VA medical facility, receiving PHAs without a HUD-VASH program must bill the initial PHA. Therefore, 24 CFR 982.355(d), which gives the receiving PHA the option to absorb the family into its own HCV program or bill the initial PHA, is not applicable.

Moves Within Same Area of Operation (both PHAs have HUD VASH vouchers) - The receiving PHA may bill the initial PHA or absorb the family into its own HUD-VASH program if the VA medical facility providing the initial case management agrees to the absorption by the receiving PHA and the transfer of case management.

Moves Outside Area of Operation – The VA must first determine that the HUD-VASH family could be served by another VA medical facility that is participating in this program, and the receiving PHA must have a HUD-VASH voucher available for this family. Under VAWA Protection - may port prior to receiving approval from the receiving VA medical facility but must notify the VA medical facility at the earliest time possible to ensure appropriate supports are provided to the veteran family.

Moves When Case Management No Longer Needed - As determined by the VA medical facility, there are no portability restrictions. PHAs must follow the regulatory requirements for portability found at 24 CFR 982.355.

If a veteran no longer requires case management, but maintains their HUD-VASH voucher assistance, the VA will maintain contact with the veteran family to provide support and planning assistance with the recertification and reinspection process. The VA will remain available to provide support to the veteran family, as needed.

16-III.B. INFORMAL REVIEWS

The following paragraph was revised:

Informal Review Procedures [24 CFR 982.554(b)]

The informal review must be conducted by a person other than the one who made or approved the decision under review, or a subordinate of this person.

The applicant must be ~~provided~~ provided with an opportunity to present written or oral objections to the decision of the PBCHA. ~~However, new income will not be used to redetermine eligibility.~~

ACOP Revisions:

Chapter 3 –

- Called out and added policies that will be effective prior to the PHA's HOTMA 102/104 compliance date.
- Called out and added policies for HOTMA 102/104 that will become effective upon the PHA's compliance date.
- Clarified language regarding the EIV Income Report

Chapter 4 –

- Refined language on local preference to account for changes brought about by the HOTMA Voucher Final Rule affecting public housing.

Chapter 6 –

- Chapter 6 – represents the policies the PHA will use upon the HOTMA 102/104 compliance date and contains changes made to the previous version of Chapter 6. This includes:
 - Clarifications regarding the definition of annual income.
 - Clarifications regarding student financial assistance requirements under HOTMA.
 - Clarifications regarding periodic payments, including Social Security benefits and the treatment of alimony and child support.
 - Clarifications regarding amounts adjusted annually under inflation under HOTMA.
 - Updates to the list of federally mandated income exclusions.
 - Clarifications regarding assets, including assets disposed of for less than fair market value, necessary vs. non-necessary personal property, checking, savings, and investment accounts, and trusts.

Chapter 7 –

- Chapter 7 represents the policies the PHA will use upon the HOTMA 102/104 compliance date and contains changes made to the previous released version of Chapter 7. This includes:
 - Changes regarding the use of consent forms, specifically as related to HUD-9886-A.
 - Clarifications regarding amounts adjusted annually under inflation under HOTMA.
 - Policy revisions for streamlined income determinations from fixed sources of income.
 - Certain updates for Notice PIH 2023-27 regarding verification requirements, use of EIV + self- certification,

verification of net family assets, self-certification of real property ownership, and treatment of zero-income families.

Chapter 9 –

- Chapter 9.B represents the policies the PHA will use upon the HOTMA 102/104 compliance date and contains changes made to the previously released version of Chapter 9. This includes:
 - Minor clarifications regarding calculating annual income at reexamination.
 - Minor revisions regarding non-interim reexamination transactions.

Chapter 13 –

- Added a callout to state that the section on failure to provide consent is effective upon the PHA's HOTMA 102/104 compliance date.
- Clarified language regarding over-income families.
- Added a section on the asset limitation with a callout effective upon the PHA's HOTMA 102/104 compliance date.
- Clarified policy language regarding notice to vacate.

Chapter 15 –

- Added a callout to state that the section on de minimis errors is effective upon the PHA's HOTMA 102/104 compliance date.

Chapter 16 –

- Updated references regarding HUD-9886 to HUD-9886-A.

Glossary –

- Called out various definitions for HOTMA. Definitions effective prior to and upon specific effective dates are explicitly called out.

Appendix –

- Added a new appendix per recent HUD guidance to explicitly call out HOTMA 102/104 policies that are on hold until implementation.

Administrative Plan Revisions:

Chapter 3 –

- Incorporated the definitions of *family*, *foster adult*, and *foster child* to be effective prior to the PHA's general HOTMA 102/104 compliance date as required by Notice PIH 2024-38.

Chapter 6 –

- Chapter 6 - incorporates HOTMA 102/104 changes required to be implemented by July 1, 2025, per Notice PIH 2024-38. This includes changes regarding:
 - Minors
 - Full-time students and student financial assistance
 - Earned income
 - Business income
 - Periodic payments
 - Nonrecurring income
 - State payments to allow individuals with disabilities to live at home
 - Civil rights settlements
 - Federally mandated and other income exclusions
 - Lump-sum additions to net family assets
 - ABLE accounts
 - Trusts
 - Health and medical care expenses

Chapter 7 –

- Chapter 7 - incorporates HOTMA 102/104 changes required to be implemented by July 1, 2025, per Notice PIH 2024-38. This includes changes regarding:
 - Student financial assistance
 - The health and medical care expense deduction

- Chapter 11 –

- Chapter 11 - Contains only one minor chapter number correction.

Chapter 12 –

- Moved the callout to state that a newly added policy on failure to provide consent, rather than the section, is effective upon the PHA's HOTMA 102/104 compliance date.
- Added cross reference to Chapter 16 under policy regarding consideration of circumstances.

Chapter 14 –

- Revised amount of federal awards required to have an independent audit.
- Revised section on De Minimis Errors to be effective prior to the PHA's general HOTMA 102/104 compliance date as required by Notice PIH 2024-38.

Chapter 15 –

- Clarified language regarding homeownership assistance expenses.

Chapter 16 –

- Clarified language regarding informal hearings.
- Added section on Criminal Prosecution for Program Fraud/Abuse to better align with HUD protocols.
- Revised section on General Repayment Agreement Guidelines for Families to better align with HUD protocols.

Chapter 18 –

- Multiple sections of this chapter have been revised to align with Notice PIH 2025-03, RAD Supplemental Notice 4C.

Glossary –

- Removed references to various definitions related to HOTMA 102/104 becoming to be effective upon the compliance date as required by Notice PIH 2024-38.

Appendix –

- Revised appendix to explicitly call out HOTMA 102/104 policies that are on hold until implementation versus policies that are applicable no later than July 1, 2024, per Notice PIH 2024-38.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2026 grants)		
a) Public Housing Operating Fund	\$1,420,000	Administration and Maintenance under the Operating Fund program.
b) Public Housing Capital Fund	1,400,000	Administration, Maintenance and Capital Improvements under the Capital Fund program.
c) Capital Fund Recovery Grant	-0-	
d) HOPE VI Revitalization	-0-	
e) HOPE VI Demolition	-0-	
f) Annual Contributions for Section 8 Tenant-Based Assistance	37,947,500	Administration and Housing/Utility Assistance Payments under HUD Section 8 programs.
g) Public Housing Drug Elimination	-0-	
h) Resident Opportunity and Self-Sufficiency Grants, including Family Self-Sufficiency	215,850	Administration under the ROSS and FSS program.
i) Community Dev. Block Grant	-0-	Palm Beach County
j) HOME	-0-	
Other Federal Grants (list below)	-0-	
Mainstream Voucher Program (MS5)	4,200,000	Administration and Housing/Utility Assistance payments under HUD Section 8 programs.
Emergency Housing Voucher Program (EHV)	1,625,000	Administration and Housing/Utility



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		Assistance Payments under HUD Section 8 programs.
Housing Opportunities for Persons With Aids (HOPWA)	3,389,000	Administration and Tenant Based Rental Assistance Payments under HOPWA program.
JOBS Plus Initiative Program	\$225,000	Administration under the JOBS Plus program.
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Replacement Housing	-0-	
CFP 2022	-0-	Maintenance and Capital Improvements under the Capital Fund program.
CFP 2023	645,500	Maintenance and Capital Improvements under the Capital Fund program.
CFP 2022 – Safety and Security	-0-	Maintenance and Capital Improvements under the Capital Fund program.
CFP 2023 – Health Hazards Grant	2,875,500	Maintenance and Capital Improvements under the Capital Fund program.
CFP 2024	950,000	Maintenance and Capital Improvements under the Capital Fund program.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income a) Rents b) Other Tenant Charges c) JPEID Rents	\$1,725,000 27,500 135,000	Operation of PHA sites Operation of PHA sites Operation of PHA sites
4. Other income (list below) PH Reserves HUD Held HCVP Reserves PHA held HCVP Reserves PHA held MS5 Reserves HUD held MS5 Reserves PHA held EHV Reserves PHA held NSP Reserves Cherry Hill Lot Reserves	\$685,000 270,500 925,750 15,000 325,250 25,500 2,500 \$ 395,750	Operations of PHA sites HCVP HAP HCVP Administration & HAP MS5 Administration & HAP MS5 HAP EHV Administration Administration NSP Future Affordable Housing
5. Non-federal sources (list below) PH Non-Dwelling Income HCVP Other Income Mainstream Other Income Emergency Housing Other Income NSP Dwelling Rent	\$ 7,500 50,500 1,500 750 \$ 95,500	Operation of PHA sites HCVP Administration Mainstream Administration Emergency Housing Admin Operation of NSP sites
Total Resources	\$59,581,850	

Community Service and Self-Sufficiency

The Resident Services Department (RSD) of the Palm Beach County Housing Authority (PBCHA) is dedicated to providing a comprehensive range of services and resources aimed at enhancing economic and social self-sufficiency, as well as improving the overall quality of life for residents of PBCHA's Public Housing Communities and participants in the Housing Choice Voucher program. The RSD focuses on five core priorities: grant compliance, service coordination, community building & engagement, resident empowerment, and homeless prevention.

Key Programs & Funding

- **Job Plus Initiative:** \$2,300,000
- **Resident Opportunity & Self-Sufficiency:** \$237,367
- **YouthBuild Program:** \$1,500,000
- **Family Self-Sufficiency (FSS):** \$151,410
- **Foster Youth Initiatives:** 40 vouchers

Objectives:

1. **Enhance Economic Self-Sufficiency**
 - **Employment Opportunities:** Partner with local businesses and job training programs to increase employment rates among residents.
 - **Entrepreneurship Support:** Provide workshops and resources for residents interested in starting their own businesses.
2. **Promote Social Self-Sufficiency**
 - **Re-entry Programs:** Support individuals transitioning back into the workforce with tailored services.
 - **Community Engagement:** Foster a sense of community by establishing a Resident Council and/or Resident Advisory Board
3. **Improve Quality of Life**
 - **Health and Wellness Initiatives:** Offer health screenings, behavioral, and mental health resources through partnerships.
 - **Aging in Place for Seniors:** Ensure seniors can live independently and comfortably with access to necessary services.
4. **Financial Literacy**
 - **Workshops and Counseling:** Offer financial management workshops and one-on-one counseling sessions by financial partnerships.
5. **Digital Literacy**
 - **Technology Access:** Provide access to computers and the internet, along with training on digital skills.

Goals for the Year

- **Increase Employment Rates:** Aim to increase PH residents’ employment by 10%.
- **Expand Educational Opportunity:** Enroll 50 residents in educational advancement programs. Help 33 students earn their GED in the Youthbuild program.
- **Enhance Health Services:** Provide health and wellness services to 100 residents.
- **Boost Financial Literacy:** Conduct 20 financial literacy workshops.
- **Improve Digital Literacy:** Offer digital literacy training to 100 residents.
- **Utilization:** Maximize Utilization and gain 100 FYI vouchers

Pet Policy

ACOP Changes –

- 1. Pet Deposit vs Pet Fee: PBCHA will remove from the ACOP all language which refers to a “Non-refundable Pet Deposit.” PBCHA will only collect “Non-refundable Pet Fees.”

Asset Management

ACOP Changes –

- PBCHA may pursue third-party management opportunities within Palm Beach County.

Other Capital Grant Programs (i.e., Capital Fund, Community Facilities Grants or Emergency Safety and Security Grants)

PBCHA may consider submission of applications, where feasible, for the CFP Safety and Security Grant Program, Lead Based Paint Capital Fund Program, and Housing-related Hazard Capital Fund Program. As funds become available, PBCHA intends to explore all funding opportunities for additional capital fund monies and seek additional revenue sources as well as utilize available programs to address the severe backlog of unfunded capital needs of the public housing portfolio and ensure the long-term preservation of affordable housing in the Palm Beach County.

PBCHA'S 5-YEAR PLAN		APPROVED: January 21, 2025
CFG FY 2024	\$1,447,306	
CFG FY 2025	\$1,400,000 (estimate)	
CFG FY 2026	\$1,400,000 (estimate)	
CFG FY 2027	\$1,400,000 (estimate)	
CFG FY 2028	\$1,400,000 (estimate)	
Total	\$7,047,306.00	

B.2 New Activities

- **Demolition and/or Disposition** NO CHANGES
- **Designated Housing for the Elderly and/or Disabled** NO CHANGES
- **Occupancy by Over-Income Families** NO CHANGES
- **Non-smoking Policies** NO CHANGES
- **Units with Approved Vacancies for Modernization** PBCHA intends to request vacant units offline status approval from HUD for units undergoing modernization as well as units to be used as temporary housing while the residents' own unit is undergoing rehab or repairs.
- **Other Capital Grant Programs** NO CHANGES

B.1- New Activities

Hope VI or Choice Neighborhoods

PBCHA may apply for Choice Neighborhoods Initiative (CNI) Planning and Implementation Grants when the Notice of Funds Available is published for AMP 2 or AMP 6. PBCHA may partner with local government, a nonprofit, and/or for-profit developer to serve as the lead applicant for purposes of the CNI grant.

PBCHA may apply for Moving to Work (MTW) status, if eligible and should the application process open in 2025/2026.

Mixed Finance Modernization or Development/Demolition and/or Disposition

PBCHA will continue to explore opportunities to develop, revitalize, and preserve its existing housing portfolio and increase the availability of affordable housing units throughout the County. PBCHA may continue to collaborate with or designate additional development partners such as municipalities, nonprofit organizations and/or developers, public and private, and consider the issuance of bonds. PBCHA and/or its subsidiary entity(s) will utilize all available and appropriate funding/financing tools and strategies including the Capital Fund Program (CFP), Mixed Finance Development, Low Income Housing Tax Credits (LIHTC), Rental Assistance Demonstration (RAD) conversions, Project Based Vouchers (PBV), Public Facilities Investment Corporation (PFIC), Community Development Block Grant (CDBG), Bonds issuance, Institutional loans and other available sources to redevelop Drexel House Apartments, Schall Landing, Seminole Estates, Dyson Circle, and its Scattered Site single-family homes. PBCHA will continue to evaluate and pursue, where feasible, the acquisition and/or development of ACC public housing units (within its Faircloth authority), as well as exploring opportunities that include mixed income communities, as part of the overall development plan.

PBCHA will review and update the asset repositioning assessment completed in FY 22 to determine its applicability in the current housing environment where households at all income levels are challenged with affordability cost burdens.

PBCHA may submit a Section 18 disposition application to HUD requesting authorization to dispose of all or some of its 42 single-family homes in the scattered sites development. If approved, these units may be sold to qualified residents, a qualified or affiliated non-profit, or sold to third parties in accordance with PBCHA's Guiding Principles for Development and HUD regulations.

The Shimberg 2024 Rental Market Study (Winter Update) revealed that nearly half of all seniors in Palm Beach County are cost burdened, up from 34% in 2019. In 2023, the point in time data collection revealed that 8,646 Floridians aged 55 or older are homeless, making up over 28% of the homeless population. PBCHA is considering repositioning Drexel Apartments to increase the density and serve more seniors. PBCHA may submit a Special Applications Center (SAC) application to HUD requesting authorization to dispose of Drexel to address the housing crisis as it relates to seniors. A new community would be built with more modern units and amenities, as allowed by local zoning density regulations.

PBCHA had previously planned to demolish and/or dispose of two scattered site SFHs, 402 NW 16th Ave, Boynton Beach, FL 33435 and 2750 NE 4th Street, Boynton Beach, FL 33435, which were burned in fires within AMP 2. However, in light of the affordable housing shortage, PCBHA will repair and/or renovate the two fire units.

Designated Housing for Elderly and/or Disabled Families

The Palm Beach County Housing Authority (PBCHA) plans to designate certain public housing for occupancy only by elderly families as provided by Section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year. PBCHA has operated certain public housing units as such, restricting occupancy to residents who are elderly only.

Designation of Public Housing Activity Description
1a. Development name: Drexel Apartments
1b. Development (project) number: FL0800000002
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> 100 Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> 100
4. Date this designation approved, submitted, or planned for submission: 2025-2026
5. If approved, will this designation constitute a (select one) D New Designation Plan <input checked="" type="checkbox"/> Revision of a previously approved Designation Plan
6. Number of units affected: <input checked="" type="checkbox"/> 100 7. Coverage of action (select one) Part of the development <input checked="" type="checkbox"/> Total development

Conversion of Public Housing to Tenant-Based Assistance

PBCHA will continue to analyze units in its portfolio to be converted where the conversion to project or tenant-based vouchers is economically beneficial and will increase housing opportunities. PBCHA's approach may include seeking additional funding authority in the voucher program to increase project- based opportunities at elderly and family public housing communities. PBCHA may also elect to utilize Low-Income Housing Tax Credit (LIHTC) equity and other resources to facilitate the conversion of the below-mentioned developments.

PBCHA may choose to utilize this option for Drexel Apartments, Schall Landing, Seminole Estates, Scattered Sites, and Dyson Circle.

Conversion of Public Housing to Project-Based Assistance under RAD

As a result of the asset repositioning assessment completed in FY 22, PBCHA may consider converting a portion of its Public Housing inventory to RAD and is currently studying the potential benefits of conversion for some or all its Public Housing properties. Where the PBCHA proposes to convert some or all of its public housing properties under the Rental Assistance Demonstration (RAD), the PBCHA will comply with all program instructions in Notice H-2023-08 PIH-2023-19 (HA) Rental Assistance Demonstration – Supplemental Notice 4C and/or subsequent notices/revisions. The PBCHA will submit a RAD-Specific PHA Plan and/or Significant Amendment to its Annual Plan submission in accordance with 24 CFR Part 903.

Below, you will find specific information related to the Public Housing Development(s) that may be selected for RAD:

PBV:

Development #1

Name of Public <u>Housing Development:</u>	PIC Development ID:	Conversion Type:	Transfer of Assistance:
1. Drexel Apartments	FL080000002	PBV	100
Total Units:	Pre-RAD Units:	Post- RAD Unit Type:	2025 Capital Fund
100	Senior	Senior	Allocation for
			Development:
			(TBD)
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post Conversion:	Change in Number of Units per bedroom type and Why:
One Bedroom:	100	140	
			None
Complete			

Development #2

Name of Public <u>Housing Development:</u>	PIC Development ID:	Conversion Type:	Transfer of Assistance:
2. Schall Landing	FL080000002	PBV	76
Total Units:	Pre-RAD Units:	Post- RAD Unit <u>Type:</u>	2025 Capital Fund
76	Family	Family	Allocation for
			Development:
			(TBD)
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post Conversion:	Change in Number of Units per bedroom type and Why:
Efficiency:			
One Bedroom:	5	130	
Two Bedroom:	34		
Three Bedroom:	27		
Four Bedroom:	10		
			Not Determined
Complete			

Development #3

Name of Public	PIC Development ID:	Conversion Type:	Transfer of Assistance:
<u>Housing Development:</u>			
3. Seminole Estates	FL080000002	PBV	76
Total Units:	Pre-RAD Units:	Post- RAD Unit <u>Type:</u>	2025 Capital Fund
76	Family	Family	Allocation for
			Development:
			(TBD)
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post Conversion:	Change in Number of Units per bedroom type and Why:
Efficiency:			
One Bedroom:	5	141	
Two Bedroom:	34		
Three Bedroom:	27		
Four Bedroom:	10		
			Not Determined
Complete			

Development #4

Name of Public	PIC Development ID:	Conversion Type:	Transfer of Assistance:
<u>Housing Development:</u>			
4. Scattered Sites	FL080000002	PBV	41
Total Units:	Pre-RAD Units:	Post- RAD Unit <u>Type:</u>	2025 Capital Fund
41	Family	Family	Allocation for
			Development:
			(TBD)
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post Conversion:	Change in Number of Units per bedroom type and Why:
Efficiency:			
One Bedroom:	0	41	
Two Bedroom:	5		
Three Bedroom:	26		
Four Bedroom:	10		
			Not Determined
Complete			

Development #5

Name of Public	PIC Development ID:	Conversion Type:	Transfer of Assistance:
<u>Housing Development:</u>			
5. Dyson Circle	FL080000006	PBV	134
Total Units:	Pre-RAD Units:	Post- RAD Unit <u>Type:</u>	2025 Capital Fund
134	Family	Family	Allocation for
			Development:
			(TBD)
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post Conversion:	Change in Number of Units per bedroom type and Why:
Efficiency:			
One Bedroom:	50	300	
Two Bedroom:	12		
Three Bedroom:	30		
Four Bedroom:	36		
Five Bedroom:	6		
			Not Determined
Complete			

Significant Amendment Definition

As part of the Rental Assistance Demonstration (RAD), PBCHA is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:

The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds; Changes to the construction and rehabilitation plan for each approved RAD conversion; and Changes to the financing structure for each approved RAD conversion.

Project-Based Vouchers

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 (24 CFR 983.6). PHAs may only operate a PBV program if doing so is consistent with the PHA's Annual Plan, and the goal of deconcentrating poverty and expanding housing and economic opportunities [42 U.S.C. 1437f(o)(13)].

The Authority may operate a project-based voucher program that utilizes up to 20% of its voucher authority. The PBCHA is also allowed to project base an additional 10% of its voucher authority for eligible exception categories. Below are Project Based Vouchers under Housing Assistance Payments contracts:

Development Name	Development Address	Units under HAP
Westgate Plaza Apartments	4150 Westgate Ave., WPB, FL 33409	80
Quiet Waters	306 SW 10th St., Belle Glade, FL 33430	93
Covenant Villas	600 Covenant Dr, Belle Glade, FL 33430	116
New South Bay Villas	845 Palm Beach Lakes Rd., South Bay, FL	130
Lake Worth Towers	1500 Lucerne Ave., Lake Worth, FL. 33460	<u>195</u>
		<u>614</u>

PBCHA may decide to project-based vouchers above its voucher limit, if HUD publishes a notice making available PBV for HUD-VASH vouchers or other PBV special purpose vouchers or for a project that would provide affordable housing for low-income or homeless veterans or other eligible targeted populations.

PBV assistance may be attached to existing housing or newly constructed or rehabilitated housing [24 CFR 983.52]. If PBV units are already selected for project-based assistance either under an agreement to enter into HAP Contract (AHAP) or a HAP contract, the PHA is not required to reduce the number of these units if the amount of budget authority is subsequently reduced. However, the PHA is responsible for determining the amount of budget authority that is available for project-based vouchers and ensuring that the amount of assistance that is attached to units is within the amounts available under the ACC, regardless of whether the PHA has vouchers available for project-basing [FR Notice 3/13/23].

Additional Project-Based Units [FR Notice 1/18/17; Notice PIH 2017-21 and FR Notice 1/24/22] The PHA may project-base an additional 10 percent of its units above the 20 percent program limit. The units may be distributed among one, all, or a combination of the categories as long as the total number of units does not exceed the 10 percent cap. Units qualify under this exception if the units:

- Are specifically made available to house individuals and families that meet the definition of homeless under section 103 of the McKinney Vento Homeless Assistance Act (42 U.S.C.11302) and contained in the Continuum of Care Interim Rule at 24 CFR 578.3.
- Are specifically made available to house families that are comprised of or include a veteran. - Veteran means an individual who has served in the United States Armed Forces.
- Provide supportive housing to persons with disabilities or elderly persons as defined in 24 CFR 5.403.
- Are located in a census tract with a poverty rate of 20 percent or less, as determined in the most recent American Community Survey Five Year Estimates.

PHA Policy

The Authority plans to use some of its vouchers under the "Project Based Vouchers" ("PBV") option, as described at 24 CFR Part 983.51(b), as follows:

- PBCHA may solicit proposals by using a Request for Proposals (RFP) to select proposals on a competitive basis in response to the PHA request. The PHA may not limit proposals to a single site or impose restrictions that explicitly or practically preclude owner submission of proposals for PBV housing on different sites. The criteria and procedures for such selections will be described in the RFP and in the PBCHA's HCVP (Section 8) Administrative Plan.
- The PBCHA may select proposals that were previously selected based on a competition. This may include selection of a proposal for housing assisted under a federal, state, or local government housing assistance program that was subject to a competition in accordance with the requirements of the applicable program, community development program, or supportive services program that requires competitive selection of proposals (e.g., HOME, and units for which competitively awarded LIHTCs have been provided), where the proposal has been selected in accordance with such program's competitive selection requirements within three years of the PBV proposal selection date, and the earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance. The PBCHA need not conduct another competition.

For certain public housing projects where the PBCHA has an ownership interest or control and will spend a minimum amount per unit on rehabilitation or construction, the PBCHA may select a project to attach PBVs

without following one of the two processes above, in accordance with HOTMA. The use of PBVs is consistent with the overall PHA Plan, which encourages the development of affordable mixed-use, mixed-income housing particularly in consort with broader neighborhood revitalization efforts in projects throughout the County.

Solicitation and Selection of PBV Proposals (24 CFR 983.51(c))

PBCHA's PBV criteria and selection procedures will propose the use of these resources in ways that facilitate achievement of its overall housing goals in general and the mobilization of potential relocation resources in particular, to address the housing needs of PBCHA families at developments slated to be developed or redeveloped throughout the County.

PHA procedures for selecting PBV proposals shall be designed and operated to provide broad public notice of the opportunity to offer PBV proposals for consideration by the PHA. The public notice procedures may include publication of the public notice in a local newspaper of general circulation and other means designed and actually operated to provide broad public notice. The public notice of the PHA request for PBV proposals must specify the submission deadline. Detailed application and selection information must be provided at the request of interested parties. For the entire policy on project-based vouchers, please refer to the Section 8 Administrative Plan, Chapter 17, located on the PBCHA website: www.pbchaf1.org.

Under the HUD Asset Management Model, some of PBCHA's developments may not be financially sustainable because insufficient Annual Contract Contribution (ACC) subsidy is received from HUD to support their operations. PBCHA is currently evaluating options for restructuring the properties; possibly seeking to convert these properties to project-based Section 8 communities.

Units with Approved Vacancies for Modernization

Periodically, a public housing unit may be vacated for repairs due to a fire or other extensive damage. Units may also be vacated for modernization. In these cases, proper approval will be obtained from HUD.

Other Capital Grant Programs (i.e., Capital Fund, Community Facilities Grants or Emergency Safety and Security Grants)

PBCHA may consider submission of applications, where feasible, for the CFP Safety and Security Grant Program, Lead Based Paint Capital Fund Program, Emergency/Disaster Grant, and Housing-related Hazard Capital Fund Program. As funds become available, PBCHA intends to explore all funding opportunities for additional capital fund monies and seek additional revenue sources as well as utilize available programs to address the severe backlog of unfunded capital needs of the public housing portfolio and ensure the long-term preservation of affordable housing in the Palm Beach County.

Property Management

PBCHA and/or its affiliate engage in providing property management services for its related entities and/or third parties. These services include all aspects of the day-to-day operations of property management, including but not limited to screening and selecting tenants, completing lease forms, rent collections, repairs and maintenance, ensuring compliance with leases, LIHTC, HOME, SHIP, HOPWA and/or other state or federally funded programs used in financing properties and preparing reports of operations for owners. PBCHA intends to engage owners of Low-Income Housing Tax Credit properties (including entities which may be partially owned or managed by PBCHA and/or its affiliate), properties owned by other Housing Authorities, municipalities, and private owners. PBCHA shall utilize compliance firms as necessary to assist with adherence to compliance for properties funded by LIHTC, HOME, SHIP, HOPWA or other funding sources with compliance requirements. The properly licensed staff have been or will be hired. PBCHA has or will obtain the appropriate state-required licensing.

B.4 Capital Improvements

PBCHA'S 5-YEAR PLAN APPROVED: January 21, 2025

CFG FY 2024	\$1,447,306
CFG FY 2025	\$1,400,000 (estimated)
CFG FY 2026	\$1,400,000 (estimated)
CFG FY 2027	\$1,400,000 (estimated)
CFG FY 2028	<u>\$1,400,000 (estimated)</u>
Total	<u>\$7,047,306</u>

Substantial Deviation - Significant Amendment/Modification

PBCHA is required to provide its definition of "Substantial Deviation" or "Significant Amendment/Modification" and the basic criteria that it will use for determination. A Substantial Deviation from the Five-Year Plan is an overall change in the direction of the Housing Authority (HA) pertaining to its goals and objectives. The Palm Beach County Housing Authority will consider the following actions as a Substantial Deviation:

1. Results in reallocation of more than \$250,000 in agency funds;
2. An addition of new work items (excludes emergency work) not included in the Capital Fund Program (CFP) 5-Year Action Plan or Annual Statement(s) exceeding a cumulative amount of \$250,000 under the current fiscal year, or changes in use of the replacement reserves under the CFP.
3. Demolition and/or disposition activities, new or amended development plans, designation or conversion actions not currently identified in the 5-Year Plan or Annual Plan, or otherwise mandated by HUD.
4. It would create a mission, goal or objective that would fundamentally change the existing mission, goals, objectives or plans already identified by the Authority and would require formal approval of the Board of Commissioners;
5. Is a clear change in direction of funds mentioned above, exclusive of strategies that modifies agreed upon improvements to physical assets of the LIPH program outside of reductions in HUD funding or reallocations to future years;
6. In the event a federal statutory or regulatory change is made effective and in the opinion of the Authority, has either substantial programmatic or financial effects on the programs administered by the Authority; or
7. Creates substantial obligations or administrative burdens on the programs under administration at the start of the plan year. Such changes which are mandated and/or required may be adopted without prior notice to remain in compliance.

New program activities required or adopted to reflect changes in HUD regulations or as a result of a declared national or local emergency are exempt actions. In such cases, the administrative/ programmatic changes implemented will not be considered as a significant amendment or Modification to the Five-Year and Annual Plan.

As part of the Rental Assistance Demonstration (RAD), PBCHA is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:

- a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance;
- b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds.
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- d. Changes to the financing structure for each approved RAD conversion.

Any substantial deviation or significant amendment is subject to the following requirements:

- The PHA must consult with the Resident Advisory Board (RAB) (as defined in 24 CFR 903.13);
- The PHA must ensure consistency with the Consolidated Plan of the jurisdiction(s) (as defined in 24 CFR 903.15); and
- The PHA must 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 may not adopt the amendment or modification until the PHA has duly called a meeting of its Board of Directors (or similar governing body). This meeting, at which the amendment or modification is adopted, must be open to the public.
- The PHA may 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 defined at 24 CFR 903.23)

B.3 – Progress Report

Goal/Strategic Plan Item		
Goal #1.	The PBCHA will take actions to ensure the implementation of goals.	
G	Strategic Plan #1	Undertake new planning activities through the engagement of the Board, Staff, Residents, and External Stakeholders in FY2025.
G	Strategic Plan #2	Complete the strategic plan templates FY2026
G	Strategic Plan #3	Provide master schedule of strategic plan implementation timelines FY2026.
G	Strategic Plan #4	Develop a Strategic Planning Scoreboard monitoring and tracking revised goals and strategies for use by the Executive Director and Board FY2026
G	Strategic Plan #5	Provide a PBCHA Business Plan for Sustainability FY2026.
G	Strategic Plan #6	Complete a Board Policies Manual FY2027
G	Strategic Plan #7	Utilize Scorecard to assess planning implementation and overall agency progress FY2026.
Goal #2.	The PBCHA will bring clarity to its public image and agency profile through an expanded, marketing and promotion of its new vision, mission, values, and goals, and will express how these initiatives will improve the quality of life in Palm Beach County.	
<input checked="" type="checkbox"/>	Strategic Plan #1	Form an Ad Hoc Marketing Committee comprised of Board, Staff, and the marketing consulting firm. Complete
G	Strategic Plan #2	Update and expand the website to provide transparency on the agency mission, programs, staff, portfolio, and plan.
<input checked="" type="checkbox"/>	Strategic Plan #3	Prepare a PowerPoint presentation that “tells the story” of PBCHA and its residents and develop TV Show to air on Channel 20. Completed 2023
Y	Strategic Plan #4	Complete a comprehensive Customer Satisfaction Survey to determine satisfaction levels, wants and needs. Activity Slippage Not Impacting Completion Date
<input checked="" type="checkbox"/>	Strategic Plan #5	Develop a marketing culture, and employee marketing expectations. Complete
Goal #3.	Human Resources Planning: The PBCHA will evaluate and refine staffing to meet the ongoing needs of the agency.	
C	Strategic Plan #1	Provide transparency and clarity on the PBCHA organization of its human resources. Cancel
G	Strategic Plan #2	Review and update the human resources instruments and benefits. Activity Slippage Not Impacting Completion Date
<input checked="" type="checkbox"/>	Strategic Plan #3	Complete a comprehensive organizational assessment of the PBCHA. Complete
G	Strategic Plan #4	Provide effective advancement and training opportunities for professional growth. On schedule
<input checked="" type="checkbox"/>	Strategic Plan #5	Provide for the continuity of operations during a natural or man-made disaster impacting on the office or residences. Complete

Goal/Strategic Plan Item		
Goal #4.	County Stakeholders Engagement: The PBCHA will significantly expand its engagement with governmental, non-profit, for-profit, and foundation partners that share the vision, mission, and values of the agency.	
G	Strategic Plan #1	Engage PBCHA in key affordable housing planning processes in the County that will impact funding priorities. On schedule
✓	Strategic Plan #2	Prepare a PowerPoint overview on PBCHA that can be presented by Board, Staff, and Residents to key stakeholders. Complete
✓	Strategic Plan #3	Complete Memorandum of Agreement with many of the key support services providers in Palm Beach County. Complete
✓	Strategic Plan #4	Provide for E-Communications that will offer an additional option for marketing PBCHA programs and services. Complete
Y	Strategic Plan #5	Consider business model options for collaborating with other housing authorities in Palm Beach County. Activity Slippage Not Impacting Completion Date
Goal #5.	Support Services Linkages: The PBCHA will strengthen, and in some cases, formalize additional partnership agreements with key partners in Palm Beach County that can provide critical self-sufficiency and independent living support services.	
G	Strategic Plan #1	Identify and profile the current support service providers that are providing assistance to PBCHA residents. On schedule
Y	Strategic Plan #2	Identify and profile support service providers not currently assisting PBCHA residents. Activity Slippage Not Impacting Completion Date
✓	Strategic Plan #3	Apply for Resident Opportunity and Self-Sufficiency (ROSS) Grant. Complete
G	Strategic Plan #4	Define communication linkages between providers, staff, and residents to monitor and evaluate support services. On schedule
G	Strategic Plan #5	Implement some support services on-site in PBCHA developments. On schedule
G	Strategic Plan #6	Redefine the self-sufficiency and independent living goals, strategic plans, and processes. On schedule
C	Strategic Plan #7	Provide opportunities for resident-managed business services that support housing authority needs. Cancel
G	Strategic Plan #8	Provide information on FSS program progress. On schedule
Y	Strategic Plan #9	Increase opportunities for Section 3 residents. Activity Slippage Not Impacting Completion Date
Goal #6.	Housing Tenancy: The PBCHA will strive to reduce the length of tenancy for Public Housing residents and Housing Choice Voucher participants. The Housing Authority will posture themselves to be able to provide greater opportunities and motivation for residents to transition into market rate housing.	
G	Strategic Plan #1	Formulate baseline information on tenancy lengths and track such information for future residents. Activity Slippage Not Impacting Completion Date
H	Strategic Plan #2	Restructure the family self-sufficiency program and services to be more effective and efficient. Project on hold
H	Strategic Plan #3	Provide briefing materials for residents that set high expectations on housing tenancy transition. Project on hold

Goal/Strategic Plan Item		
H	Strategic Plan #4	Revise the Administrative Plan and the ACOP to maximize opportunities for success in housing tenancy length reduction. Project on hold
H	Strategic Plan #5	Build a collaborative network with governmental housing inspectors to better monitor and enforce landlord and resident lease expectations. Project on hold
Goal #7.	Portfolio Expansion: The PBCHA will launch multiple portfolio expansion development to respond to the affordable housing needs that are evidenced in Palm Beach County.	
☑	Strategic Plan #1	Complete a comprehensive portfolio analysis of property value, finances, and physical condition. Complete
☑	Strategic Plan #2	Form a Board Development Committee, Staff, and local development experts to review portfolio maintenance and expansion.
G	Strategic Plan #3	Expand the agency engagement at the County level impacting affordable housing planning and implementation. On schedule
G	Strategic Plan #4	Ensure that all existing and future housing developments are linked to sustainable neighborhoods. Activity Slippage Not Impacting Completion Date
G	Strategic Plan #5	Utilize business models for evaluating the viability of existing and future developments. On schedule
G	Strategic Plan #6	Identify and pursue grants and funds leveraging opportunities that will expand affordable housing. On schedule

On Schedule
Activity Slippage Not Impacting Completion Date
Activity Slippage Impacting Completion Date
Project on Hold
Complete
Cancel

G

Y

R

H

☑

C



June 27, 2024

U.S. Department of Housing and Urban Development

Palm Beach County Housing Authority respectfully submits the following corrective action plan for the year ended September 30, 2023.

Audit period: October 1, 2022 to September 30, 2023

The findings from the schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the schedule.

FINDINGS—FEDERAL AWARD PROGRAMS AUDITS

U.S. Department of Housing and Urban Development

2023-001 – Eligibility

Housing Voucher Cluster – Assistance Listing No. 14.871 and 14.879

Recommendation: We recommend management should designate one person to review a sample of the files that have been recertified each month, to determine if the tenant files were prepared in accordance with internal policies and unit the compliance deficiencies have been corrected. We recommend the Authority to hire outside consultants to assist with eligibility determination and verification or increase staffing in this area.

Explanation of disagreement with audit finding: There is no disagreement with the audit finding.

Action taken in response to finding: Beginning in March 2023, the PBCHA implemented the completion of all reexaminations within its Yardi resident portal. Reexaminations within Yardi provide online workflows that maximize efficiency, streamline compliance, reduce errors and increase reporting accuracy. The PBCHA will utilize available dashboards and reports to improve monitoring and oversight to ensure compliance.

Name(s) of the contact person(s) responsible for corrective action: Cheryl Lewis

Planned completion date for corrective action plan: 12/31/2024



2023-002 HQS Enforcements and Annual HQS Inspections

Housing Voucher Cluster – Assistance Listing No. 14.871 and 14.879

Recommendation: We recommend management should designate one person to oversee the inspection process to ensure that all inspections are performed in a timely manner. Furthermore, management should ensure no HAP payments are issued for units that have not passed HQS inspections. We recommend the Authority hire outside consultants to assist with inspections or increase staffing in this area.

Explanation of disagreement with audit finding: There is no disagreement with the audit finding.

Action taken in response to finding: The PBCHA will review and/or renegotiate its contract with a third-party inspection vendor and ensure adherence to provide inspection reports. HCV staff will ensure that reports are reviewed and that units with HQS deficiencies are not paid housing assistance payments. The PBCHA HCV Leadership is working to determine a strategy to consistently monitor inspection reports for passed and/or failed inspections to ensure proper abatement of HAP after the second failed inspection. The PBCHA has diligently worked to recruit, retain and train staff within its HCV department despite today's challenging employment environment.

Name(s) of the contact person(s) responsible for corrective action: Cheryl Lewis

Planned completion date for corrective action plan: 12/31/2024

2023-003 – Rent Reasonableness

Housing Voucher Cluster – Assistance Listing No. 14.871 and 14.879

Recommendation: We recommend that the Authority designate an individual to review tenant files to determine if a rent reasonableness has been performed and was completed in a timely manner. We recommend the Authority hire outside consultants to assist with reasonable rent determinations or increase staffing in this area.

Explanation of disagreement with audit finding: There is no disagreement with the audit finding.

Action taken in response to finding: Beginning in July 2024, the PBCHA will utilize the RFTA portal within its Yardi software for all HCV participant move-ins. Completing the RFTA process within Yardi provides online workflows that maximize efficiency, provide consistency, streamline compliance, reduce errors and increase reporting accuracy. The PBCHA will utilize available dashboards and reports to improve monitoring and oversight to ensure compliance.

Name(s) of the contact person(s) responsible for corrective action: Cheryl Lewis

Planned completion date for corrective action plan: 12/31/2024



2023-004 – Selection from the Waiting List

Housing Voucher Cluster – Assistance Listing No. 14.871 and 14.879

Recommendation: We recommend that the Authority designate an individual to maintain the waiting list and track all correspondence with potential tenants. We recommend that the Authority's waitlist tracking software be monitored to ensure tenants are notified appropriately.

Explanation of disagreement with audit finding: There is no disagreement with the audit finding.

Action taken in response to finding: Beginning in March 2023, the PBCHA implemented the completion of all waiting lists generation/selection and intakes for eligibility within its Yardi resident portal. Intakes within Yardi automates applications, provides consistency, increases efficiency and ensures compliance with program requirements. Additionally, the PBCHA has been working with its software vendor to correct deficiencies that occurred during conversion. In taking steps to automate the RFTA process for the participants and landlords and make any necessary conversion corrections and/or improvements the PBCHA expects to address this deficiency. The PBCHA will utilize available dashboards and reports to improve monitoring and oversight to ensure compliance.

Name(s) of the contact person(s) responsible for corrective action: Cheryl Lewis

Planned completion date for corrective action plan: 12/31/2024

2023-005 – Reporting (PIC Testing)

Housing Voucher Cluster – Assistance Listing No. 14.871 and 14.879

Recommendation: We recommend the Authority implement processes to ensure HUD-50058 submissions are completed in a timely manner.

Explanation of disagreement with audit finding: There is no disagreement with the audit finding.

Action taken in response to finding: Beginning in March 2023, the PBCHA implemented the completion of all reexaminations within its Yardi resident portal. Reexaminations within Yardi provide online workflows that maximize efficiency, streamline compliance, reduce errors and increase reporting accuracy. The PBCHA will implement processes to ensure that HUD 50058 submissions are uploaded in accordance with HUD regulations. The PBCHA will utilize available dashboards and reports to improve monitoring and oversight to ensure compliance.

Name(s) of the contact person(s) responsible for corrective action: Cheryl Lewis

Planned completion date for corrective action plan: 12/31/2024



2023-006 – Eligibility

Public Housing – Assistance Listing No. 14.850

Recommendation: We recommend management should designate one person to review a sample of the files that have been recertified each month and to determine if the tenant files were prepared in accordance with internal policies and until the compliance deficiencies have been corrected. We recommend the Authority hire outside consultants to assist with eligibility requirements or increase staffing in this area.

Explanation of disagreement with audit finding: There is no disagreement with the audit finding.

Action taken in response to finding: Beginning in March 2023, the PBCHA implemented the completion of all reexaminations within its Yardi resident portal. Reexaminations within Yardi provide online workflows that maximize efficiency, provide consistency, streamline compliance, reduce errors and increase reporting accuracy. The PBCHA will utilize available dashboards and reports to improve monitoring and oversight to ensure compliance.

Name(s) of the contact person(s) responsible for corrective action: Cheryl Lewis

Planned completion date for corrective action plan: 12/31/2024

2023-007– Wait List

Public Housing – Assistance Listing No. 14.850

Recommendation: We recommend management to review policies and develop work processes to assure is in compliance with the ACOP and HUD.

Explanation of disagreement with audit finding: There is no disagreement with the audit finding.

Action taken in response to finding: Beginning in March 2023, the PBCHA implemented the completion of all waiting lists generation/selection and intakes for eligibility within its Yardi resident portal. Intakes within Yardi automates applications, provides consistency, increases efficiency and ensures compliance with program requirements. Additionally, the PBCHA has been working with its software vendor to correct deficiencies that occurred during conversion. In taking steps to automate the RFTA process for the participants and landlords and make any necessary conversion corrections and/or improvements the PBCHA expects to address this deficiency. The PBCHA will utilize available dashboards and reports to improve monitoring and oversight to ensure compliance.

Name(s) of the contact person(s) responsible for corrective action: Cheryl Lewis

Planned completion date for corrective action plan: 12/31/2024



If the U.S Department of Housing and Urban Development has questions regarding this plan, please call the Executive Director at (561) 684-2160.

Sincerely,

Carol Jones-Gilbert

Executive Director

3333 Forest Hill Blvd. West Palm Beach, FL 33406

☎ O: 561-684-2160

☎ F: 561-455-9965

🌐 www.pbchafl.org