



## **TABLE OF CONTENTS**

### **FY 2014 Annual Plan** **Tarrant County Housing Assistance Office**

<u>ITEM</u>	<u>TAB</u>
PHA FY 2014 Annual Plan Completed Template form HUD 50075 Items 1.0 through 5.0.....	1
<b>6.0 PHA Plan Update.....</b>	2
<b>7.0 HOPE VI</b> (Per Template Instructions, <b>Not Applicable</b> )	
<b>8.0 Capital Improvements</b> (Per Template Instructions - <b>Not Applicable</b> )	
<b>9.0 Housing Needs</b> Per Template Instructions - <b>Not Required</b> with Annual Plans for High Performing PHAs	
<b>10.0 Additional Information</b> Per Template Instructions – <b>Not Required</b> with Annual Plans for High Performing PHAs	

**11.0 Required Submission for HUD  
Field Office Review**

- a. Form HUD-50077  
PHA Certification of Compliance with  
the PHA Plan and Related Regulations..... 3
- b, c, d, e (**Not Applicable** per Template  
Instructions - Required only for PHAs  
receiving CFP grants)
- f. Resident Advisory Board (RAB) comments  
and Narrative describing their opinion  
recommendations and TCHAO  
decisions made on the recommendations..... 4
- g. Challenged Elements (None)
- h. and i. (Per Template Instructions –  
Required only for PHAs receiving CFP grants)

**Additional Information**

- Form HUD-50077-SL  
Certification by State or Local Official of  
PHA Plan Consistency with the Consolidated Plan..... 5
- Copy of newspaper and other public notices  
posted including TCHAO newsletter and website..... 6

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
-----------------------------------	---	--

<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>TARRANT COUNTY HOUSING ASSISTANCE OFFICE</u> PHA Code: <u>TX 431</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/01/2013</u>				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>NONE</u> Number of HCV units: <u>2,506</u>				
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update. <b>FY 2014 ANNUAL PLAN ONLY</b>				
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:  <b>Not Applicable</b>				
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.  <b>Not Applicable</b>				
<b>6.0</b>	<b>PHA Plan Update</b> (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. <b>See Addendum attached and labeled 6.0 PHA Plan Update.</b>				
<b>7.0</b>	<b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> Include statements related to these programs as applicable.  <b>Not Applicable per Instructions. (HCV only---No Public Housing)</b>				
<b>8.0</b>	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable. <b>Not Applicable per Instructions (HCV only---No Public Housing)</b>				
<b>8.1</b>	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing. <b>NOT APPLICABLE PER INSTRUCTIONS. (HCV only---No Public Housing)</b>				
<b>8.2</b>	<b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. <b>NOT APPLICABLE PER INSTRUCTIONS (HCV only---No Public Housing)</b>				
<b>8.3</b>	<b>Capital Fund Financing Program (CFFP).</b> <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. <b>NOT APPLICABLE PER INSTRUCTIONS (HCV only---No Public Housing)</b>				
<b>9.0</b>	<b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. <b>Not Applicable - Required only with 5 Yr Plan for High Performing PHAs.</b>				

9.1	<b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. <u>NOT APPLICABLE PER INSTRUCTIONS above.</u></b>
10.0	<b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested. (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" <b><u>Not Applicable - Required only with 5 Yr Plan for High Performing PHAs.</u></b>
11.0	<b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.  (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) <b><u>ATTACHED</u></b> (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) <b><u>N/A</u></b> (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) <b><u>N/A</u></b> (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) <b><u>N/A</u></b> (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) <b><u>N/A</u></b> (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. <b><u>ATTACHED</u></b> (g) Challenged Elements <b><u>ATTACHED</u></b> (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) <b><u>N/A</u></b> (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) <b><u>N/A</u></b>



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

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

## **Instructions form HUD-50075**

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

### **1.0 PHA Information**

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

### **2.0 Inventory**

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

### **3.0 Submission Type**

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

### **4.0 PHA Consortia**

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

### **5.0 Five-Year Plan**

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

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

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

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

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

**PHA Plan Elements.** (24 CFR 903.7)

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

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

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

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

### (a) Hope VI or Mixed Finance Modernization or Development.

1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>

### (b) Demolition and/or Disposition.

With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at:

[http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)

**Note:** This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.

### (c) Conversion of Public Housing.

With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

(d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.

(e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

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

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

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

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

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

### 8.2 Capital Fund Program Five-Year Action Plan

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

8.3 **Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:  
<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

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

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

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

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

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

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

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

**ATTACHMENT TO 2014 ANNUAL PHA PLAN**  
**Tarrant County Housing Assistance Office**



**6.0 PHA PLAN UPDATE**

In addition to the Plan template, the instructions require that PHAs must:

(a) Identify all PHA Plan elements that have been revised by TCHAO since it's last Annual Plan Submission (2012); and

(b) Identify where the Plan may be obtained by the public.  
TCHAO certifies that Notice (in English and Spanish) is conspicuously posted in the Main Entrance to it's one and only office at:

2100 Circle Drive – Suite 200  
Fort Worth, TX 76119-8130

stating that it's Administrative Plan and 2013 Annual PHA Plan are available for review by the public Monday through Friday during regular business hours. Additionally, Public Notice regarding the TCHAO Annual Plan is posted on the TCHAO website at

[www.tarrantcounty.com/ehousing](http://www.tarrantcounty.com/ehousing).

6. (a) Tarrant County Housing Assistance Office (TCHAO) certifies that the following PHA Plan Elements, as indicated, have been revised and approved by the Commissioner's Court since the submission of the last (2013) PHA Plan, the details and specifics of which are found in the Revised TCHAO Administrative Plan submitted to HUD in July, 2014.

**PHA Plan Elements (24 CFR 903.7)**

The PHA Plan Template provided by HUD contains 13 elements:

- There have not been any changes or revisions to the following 4 Elements: 2, 3, 5, 7, and 13.
- Elements 10 and 11 do not have revisions, but a Certificate of Consistency is included in this plan for Element 10 and proper documentation is provided for Element No. 11.

- Four (4) of the Elements 6, 8, 9 and 12 do not apply to Section 8 Only PHAs.

Therefore, Element Numbers 1 and 4 are the only elements TCHAO has revised and is required to provide a response, which is stated below:

**PHA Plan Element No. 1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures**

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

**TCHAO ADDITION/REVISION:**

**1A. HOMEOWNERSHIP**

Once a homeowner, the family's voucher will not be converted back to renting.

TCHAO will not approve a contract for sale of a home that does not meet the affordability standards.

**TCHAO ADDITION/REVISION:**

**1B. UTILITY ALLOWANCES**

HUD guidelines now require PHAs to implement a plan that ensures that the Utility Allowance matches the voucher size.

**PHA Plan Element No. 2. Financial Resources.**

*A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.*

**TCHAO Response:**

No Revisions.

## PHA Plan Elements (Continued)

### **PHA Plan Element No. 3. Rent Determination.**

*A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.*

#### **TCHAO Response:**

No Revisions

### **PHA Plan Element No. 4. Operation and Management.**

*A statement of the rules, standards, and policies of the PHA governing maintenance, management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.*

#### **TCHAO ADDITION/REVISION:**

#### **4A. USE OF POST OFFICE BOXES**

Historically, the use of a Post Office Box for receiving TCHAO mail was unacceptable due to concerns of potential program abuse, such as subleasing, etc.

While we still do not encourage the use of Post Office Boxes, the following are some circumstances when usage "might" be considered appropriate, if approved, in advance by TCHAO:

- 1). Written verification from the U.S. Post Office citing mail theft, etc., in the area;
- 2). Written verification from the U.S. Post Office citing that mail cannot be delivered to the tenant's home address and the reason;
- 3). Written verification from a qualified professional certifying that the tenant is temporarily residing in a Battered Women's Shelter (under VAWA).
- 4). Written verification from a qualified professional law enforcement official certifying that the tenant is a participant in a witness protection program.
- 5). Other appropriately documented exceptions may be acceptable at the sole discretion of TCHAO.

**Note:** *A damaged or missing mailbox is an HQS violation and not a reason for use of a Post Office Box.*

## **PHA Plan Elements (Continued)**

### **TCHAO ADDITION/REVISION:**

#### **4B. REASONABLE ACCOMMODATIONS (Live-In Aide)**

Any person terminated from any PHA program will not be approved by TCHAO as a Live-In Aide within 24 months of the date of termination.

Any person allowed to use the unit address for any purpose whatsoever, without TCHAO written approval, shall be considered as living there, and assistance may be terminated.

### **TCHAO ADDITION/REVISION:**

#### **4C. VERIFICATION HIERARCHY (INCOME)**

1. Fixed income for elderly and disabled families whose total income is derived from SS, SSI, SSDI, these benefits can be used from the EIV report for the past year, applying the published Cost of Living (COLA).
2. Fixed income for elderly and families with disabilities, from federal, state, local private pensions, annuities, insurance, retirement funds, and death benefits, the same amount can be used year-to-year.
3. Wages may be taken from the EIV report from the past year, if there is no change in jobs or income.
4. If a tenant lost his/her job, changed jobs, or reduced hours, after the period covered by the EIV report, TCHAO must use (at the tenant's request), the most recent verified income.
5. TCHAO must continue to verify income not in the EIV report.

#### **Verification Hierarchy (ASSETS)**

6. Head of Household may self-certify their assets under the amount of \$5,000.00.
7. Assets above the amount of \$5,000 must be verified by the tenant with documentation such as bank statements, etc.



## **PHA Plan Elements (Continued)**

### **TCHAO ADDITION/REVISION:**

#### **4D. BI-ANNUAL INSPECTIONS**

Guidance published by HUD now allows PHAs (TCHAO) to conduct HQS inspections every other year (bi-annually).

PHAs (TCHAO), however, maintains the right to inspect an assisted unit whenever TCHAO deems it necessary.

### **PHA Plan Element No. 5. Grievance Procedures.**

*A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.*

#### **TCHAO Response:**

No Revisions

### **PHA Plan Element No. 6. Designated Housing for Elderly and Disabled Families.**

*With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.*

#### **TCHAO Response:**

Not applicable. Tarrant County is a section 8 only PHA.

### **7. Community Service and Self-Sufficiency.**

*For public housing only.*

#### **TCHAO Response:**

Not applicable. Tarrant County is a section 8 only PHA.



## **PHA Plan Elements (Continued)**

### **8. Safety and Crime Prevention.**

*A statement describing the PHA's plan for safety and crime prevention to ensure the safety of public housing residents.... For public housing only.*

#### **TCHAO Response:**

Not applicable. Tarrant County is a section 8 only PHA.

### **9. Pets.**

*A statement describing the PHA's policies and requirements pertaining to the ownership of pets in public housing.*

#### **TCHAO Response:**

Not applicable. Tarrant County is a section 8 only PHA.

### **10. Civil Rights Certification.**

*A PHA will be considered in compliance with the Civil Rights and AFFH Certification if it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.*

#### **TCHAO Response to PHA Plan Element No. 10:**

The documentation required under this element for TCHAO to be considered in compliance with the Civil Rights and Affirmatively Furthering Fair Housing (AFFH) is found under Tab 6 of this Plan. The FY 2013 Annual Plan is consistent with the Consolidated Plan for this jurisdiction and the Certification is found under Tab 5.

### **II. Fiscal Year Audit.**

*The results of the most recent fiscal year audit for the PHA.*

#### **TCHAO Response:**

A team of internal and external auditors conducted a single audit of all activities and finances which did not result in any major findings. Only minor observations were noted and immediately corrected by TCHAO on the spot.

## **PHA Plan Elements (Continued)**

### **12. Asset Management.**

*A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.*

#### **TCHAO Response:**

Not applicable to TCHAO because it is a Section 8 only agency.

### **PHA Plan Element No. 13. Violence Against Women Act (VAWA).**

*A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.*

#### **TCHAO Response:**

No revisions this year.

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

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

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or ☒ Annual PHA Plan for the PHA fiscal year beginning FY 2014, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.



13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

TARRANT COUNTY HOUSING ASSISTANCE OFFICE

TX 431

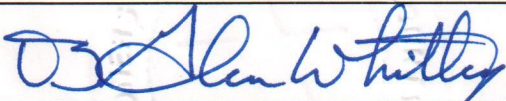
PHA Name

PHA Number/HA Code

\_\_\_\_\_ 5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_

X \_\_\_\_\_ Annual PHA Plan for Fiscal Years 20<sup>14</sup>\_\_\_\_ - 20\_\_\_\_

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

Name of Authorized Official	Title
B. GLEN WHITLEY	TARRANT COUNTY JUDGE
Signature	Date
	6/17/14



## TARRANT COUNTY

Wayne Pollard  
Director

Housing Assistance Office  
2100 Circle Drive - Suite 200  
Fort Worth, Texas 76119

Telephone: (817) 531-7640  
Fax: (817) 531-7657  
TDD/TTY: (817) 531-7686  
[tarrantcounty.com/ehousing](http://tarrantcounty.com/ehousing)

March 1, 2014

*You Are Invited*



*to attend the Annual*

### **RESIDENT ADVISORY BOARD (RAB) and FAMILY SELF-SUFFICIENCY (FSS) ANNUAL MEETING**

**Saturday, March 22, 2014**

**10:00 AM – 12:30 PM**

**2300 Circle Drive – Auditorium – Fort Worth, TX 76119**

***Lunch will be Served!***

All members of the Tarrant County Family Self-Sufficiency program, upon enrolling, automatically become members of the Resident Advisory Board (RAB) of the Tarrant County Housing Assistance Office (TCHAO). The RAB meets around this time each year, to discuss the Annual Plan that TCHAO (and all PHAs) must submit to HUD.

You are one of the few that has the opportunity to speak for and represent all of the 2,600+ TCHAO participants in the HCV program. We hope you take this privilege very seriously by being present and on time for this extremely important meeting.

Also, the FSS Annual meeting will be held immediately following the RAB meeting. In addition to the presentation of the escrow checks to the early graduates of the program, we are holding a Round Table for you to give us your ideas on what you think we can do to improve the FSS program.

Please RSVP immediately, but not later than Monday, March 10, 2014 to:

**Barbara Whaley**, at (817) 531-7653 or [BWhaley@tarrantcounty.com](mailto:BWhaley@tarrantcounty.com);

**Sonya Roberts** at (817) 531-7650 or [SCRoberts@tarrantcounty.com](mailto:SCRoberts@tarrantcounty.com); (or)

**Mechall Patterson**, at (817) 531-7643 or [mpatterson@tarrantcounty.com](mailto:mpatterson@tarrantcounty.com) ,

On behalf of our Director, **Mr. Wayne E. Pollard, Jr.**, we thank you in advance for your attendance and support as this is one of the two (2) "Required" meetings participants must attend each year.

Sincerely,

A handwritten signature in blue ink, appearing to read "Priscilla Aikens".

Priscilla Aikens

Assistant Director/Resident Advisory Board Coordinator



**RESIDENT ADVISORY BOARD (RAB) MEETING**  
**Tarrant County Housing Assistance Office**  
**Saturday, March 22, 2014**  
**2300 Circle Drive, Magnolia Room**  
**Fort Worth, TX 76119**

*Chaired by: Priscilla Aikens*  
*Assistant Director*  
*Tarrant County Housing*

The meeting was opened by Ms. Aikens, promptly at 10:00 AM, with the singing of "Leaning on the Everlasting Arms" and prayer.

Everyone was asked to sign-in upon entering and the "Sign-In" sheets attached reflect that there were at least **67** program participants in attendance. The room was full to capacity.

Ms. Aikens, on behalf of the Director, Mr. Pollard welcomed everyone and announced that the purpose of this annual meeting is to allow the Resident Advisory Board (comprised of all FSS program participants) an opportunity to provide input, feedback and comments on the 2014 Annual Agency Plan and that we encourage their involvement and feedback.

She provided a PowerPoint presentation to the participants explaining what a PHA Plan is and their role and responsibility regarding the Annual Plan.

The presentation also included why these meetings are held, the PHA Plan process, cycle, timelines for reporting this information to HUD, availability of the Annual Plan, Administrative Plan and their relationship to one another. Also explained the difference between a calendar year, fiscal year, the Fiscal year for Tarrant County Housing, and how we determine the due date for filing the Plan with HUD.

Participants were advised that TCHAO values the input and feedback of program participants into the plans and planning of TCHAO matters. All were invited and encouraged to feel free to ask questions, make comments and suggestions, and to provide any ideas they might have relative to the 2013 PHA Annual Plan.

All of the 13 elements were explained and why TCHAO only has to report on Elements 1, 4, and 13 this year as the remaining elements are either for agencies with Public Housing or there were no revisions TCHAO has made to the Administrative Plan in those areas since last year. Some elements are also exempted for agencies with a High Performing SEMAP score (which TCHAO has).

Ms. Aikens notified everyone of their right to personally review the 5 Year PHA Plan, FY 2014 Annual Agency Plan, Administrative Plan and the procedures for doing so. An explanation was provided of what a Consolidated Plan is and its relationship to the Annual Plan.



Because there was no change in the area of Elements 2, 3, and 5, since the submission of last year's plan, TCHAO is not required to respond to these elements.

Elements 6, 8, 9 and 12 do not apply to Section 8 only PHAs.

Therefore, Element Nos. 1, 4, and 13 are the only elements TCHAO is required to provide a response this year.

Although not required, TCHAO has provided documentation to Elements 10 and 11.

Comments and questions were made by the participants as follows:

**Element No. 1A**

**Eligibility, Selection and Admissions Policies,  
including De-concentration and Wait List Procedures**

**CHANGE: TCHAO WILL NOT APPROVE A CONTRACT FOR SALE OF A HOME THAT DOES NOT MEET THE TCHAO AFFORDABILITY STANDARDS.**

*Q. Are TCHAO affordability standards the same as industry-wide/elsewhere.*

*A. Essentially, Yes, although underwriting standards change from lender-to-lender. TCHAO's role is to ensure that participants do not get into "debt they cannot afford" in order to protect the buyer and avoid foreclosure.*

**Element No. 1B**

**Eligibility, Selection and Admissions Policies,  
including De-concentration and Wait List Procedures**

**CHANGE: THE UTILITY ALLOWANCE MUST MATCH THE VOUCHER SIZE**

*Q. What does this mean and why TCHAO does not pay utilities and just refers them to other agencies?*

- A.*
- 1. First of all we explained that TCHAO is only funded and authorized to pay a portion of a tenant's rent.*
  - 2. We explained to participants that the utility allowance is not a utility reimbursement (which most thought it was).*
  - 3. We explained that a Utility Allowance is an amount that we allow to reduce tenant's rent by (usually \$3-\$5 or so) if the tenant pays their own utilities.*
  - 4. We further explained that the change dictates that now the Utility allowance must match the Voucher size and not the Unit size and why.*

**Element No. 4A**

**Operation and Management**

**CHANGE: POST OFFICE BOXES WILL NOT BE ACCEPTABLE UNDER CERTAIN CIRCUMSTANCES.**

Exceptions were addressed and explained.

*No questions.*

**Element No. 4B.**

**Operation and Management**

**CHANGE: REASONABLE ACCOMMODATIONS (Live-In Aide)**

Live-in aides will not be approved if terminated from a PHA program within the past 24 months.

*No questions.*

**Element No. 4C**

**Operation and Management**



**CHANGE: VERIFICATION HIERARCHY (Income and Assets (Implementation of Notice PIH 2013-03 (HA)**

*Q. Questions arose regarding:*

1. Annualized income
2. Medical Allowances
3. Personal bills not being counted
4. Tenants want computations to be on net income "take home pay" and not gross.

**Participants spoke out very negatively about The National Care Act (ObamaCare) because it is mandatory on their jobs and this leaves them with a smaller paycheck. They strongly want it to be heard that they think the premium they have to pay for health care should not be counted as income.**

*A. Detailed and lengthy explanations were provided and extensive discussion was had on each topic until all in attendance agreed that they understood and had voiced their opinion.*

**Element No. 4D**

**Operation and Management**

**CHANGE: FROM ANNUAL HQS INSPECTIONS TO BI-ANNUAL HQS INSPECTIONS (exceptions explained).**

*There was tremendous applause (standing ovation) and no questions.*

**Element No. 4E**

**Operation and Management**

**CHANGE: FSS ENROLLMENT PROCEDURES**

*The enrollment procedures for FSS under the MDRC National FSS Study commissioned by HUD were explained.*

*No questions.*

**Element No. 4F**

**Operation and Management**

**CHANGE: STREAMLINED FAMILY COMPOSITION AND INCOME (FCI)**  
*for participants whose total income is derived only from SS, SSI and SSDI only would be allowed to submit a much shorter annual (streamlined) FCI.*

*No questions.*

**Element No. 4G**

**Operation and Management**

**CHANGE: VIOLATION AND WARNING NOTICE PRIOR TO TERMINATION**

*At the discretion of TCHAO a warning notice may be issued instead of a termination letter. More often than not, the decision will be based upon the severity, the number of recurrences of the violation, and/or the past behavior and conduct of the family.*

*No questions.*

**Element 10. Civil Rights Certification**

*No comments.*

**Element 11. Fiscal Year Audit**

*TCHAO was commended by RAB members after being informed there were no significant findings in the Tarrant County Audit----only observations, most of which were corrected and implemented on the spot.*

Again, TCHAO was applauded by the group for it's diligence in ensuring the rights and protection of program participants.



Regarding "**GO SECTION 8**", the group commented about:

1. How stale the information is on "Go Section 8".
2. They report that the landlords do not keep the information current relative to vacancies and more times than not the units are no longer available.
3. They further reported that many of the rents are above the Section 8 grids.
4. Landlords also often tell tenants that they do not take Section 8.
5. They requested that we relate this information to the landlords.

*Note: I advised participants that if they felt any of the above responses were based upon discriminatory reasons that they have the right to pursue redress under HUD/FHEO.*

Additionally, presentations were made to the group by the FSS Coordinators, Barbara Whaley and Sonya Roberts, regarding updates and activities of the FSS program, workshops, seminars and classes, as well as the HCV homeownership program. All were discussed as well as the TCHAO website and information sharing among the participants.

A resident asked if they could receive and respond to the quarterly report on line. I advised that I will seek Mr. Pollard's approval to convert the paper document to a PDF fillable form so that they will be able to conduct the quarterly report entirely on line. This would be a great cost saving as well as time saving measure for both sides.

Also during the open session, several residents expressed displeasure with:

- Not being advised of their goals;
- Not knowing how to get started in the Homeownership Program;
- Arriving at the 5 year mark without having made sufficient progress

Mr. Pollard promised they would all receive copies of their goals and status, along with the steps required to become a homeowner.

Four (4) early graduates were introduced and received their escrow check.

We advised that we hold RAB meetings at least annually and more often if/when necessary.

The question and answer period rolled into the adjournment of the meeting at about 12:30 PM. Q&A continued during Lunch which was served by the FSS Coordinators.

Respectfully submitted,

Priscilla Aikens

PAikens  
RABMtgNotes2014  
03/24/2014





# TARRANT COUNTY

Housing Assistance Office  
2100 Circle Drive - Suite 200  
Fort Worth, Texas 76119

Telephone: (817) 531-7640  
Fax: (817) 531-7657  
TDD/TTY: (817) 531-7686  
[tarrantcounty.com/ehousing](http://tarrantcounty.com/ehousing)

Wayne Pollard  
Director

## RESIDENT ADVISORY BOARD (RAB)

### and FAMILY SELF-SUFFICIENCY (FSS) ANNUAL MEETING AGENDA Saturday, March 22, 2014 10:00 AM - 12:30 PM



#### INVOCATION

10:00 AM

#### CALL TO ORDER

OPENING REMARKS.....

**Wayne E. Pollard, Jr.**

Director

Tarrant County Housing Assistance Office

10:15 AM

#### PRESENTATION OF 2014 PHA PLAN.....

(Audience participation and feedback)

**Pat Aikens**

Assistant Director

Tarrant County Housing Assistance Office

10:45 PM

#### FAMILY SELF SUFFICIENCY ROUNDTABLE UPDATES.....

From Quarterly to Semi-Annual Reports

**Barbara Whaley**

**Sonya Roberts &**

**Mechall Patterson**

FSS Coordinators, Tarrant County Housing Office

11:00 AM

OPEN DISCUSSION ON PROS AND CONS  
of the FSS Program  
What are the things you Like/Dislike  
about the Program

**ALL PARTICIPANTS**

#### SUCCESS STORIES

12:15 PM

#### PRESENTATION OF FSS EARLY GRADUATES

(Escrow Checks).....

**Wayne E. Pollard, Jr. and**

**Barbara Whaley**

CLOSING REMARKS.....

**Wayne E. Pollard, Jr.**

12:30 PM

#### BENEDICTION

**Hot!**

**Wednesday, OCTOBER 15, 2014**  
**Annual Awards Ceremony and FSS Graduation**  
**Honoring all FSS Participants**  
**6:00 PM - 8:00 PM**

**FAMILY, FRIENDS, FOOD & FUN**  
***Save This Date & Don't Miss It!***



# Resident Advisory Board

March 22, 2014

	Print Name	Phone	Email Address
1	Quile Claiborne	(817) 98-2998	
2	ASHA Y BROWN	(817) 440-2830	ASHABROWN31@gmail.com
3	AUSTINE L. REAGLAND	817-443-4453	M2-Reagland@yahoo.com
4	Crystal Coker	817-330-96	crystal101@yahoo.com
5	Chaise Caudle	(882) 465-3356	Ccaudle@chaise@yahoo.com
6	Letrece Butler	817-657-8993	letrece.mitchell@yahoo.com
7	CHRISTINA WANNER	682-203-5893	wann.stashawanna@gmail.com
8	Ferne Williams	(817) 653-5834	ferne.a.williams@gmail.com
9	Josha Juchai	817-333-8785	Josha-juchai@yahoo.com
10	Jayana Spates	682-240-8873	J-Spates1@yahoo.com
11	Deanette Hopkins	682-202-6244	jingam40@gmail.com
12	DeSang Brown	214 415-4326	Brown-DeSang@yahoo.com
13	Mark Mills	682-221-6954	



# Resident Advisory Board

#2

March 22, 2014

	Print Name	Phone	Email Address
14	Shawnta Colmen	811-300-3430	shawnta.colmen@gmail.com
15	Gwendette Johnson	817 350-5444	
16	Francis Thomas	817 7706701	
17	Vanessa Bieks	(817) 449-7836	msressa1972@gmail.com
18	Twana Williams-Lions	1682]593-0503	ironmeas.ti@gmail.com
19	ABDULLA, ABDULLA	214-597-3437	ABDULLA 5517@yahoo.com
20	Tynisha Winitchet	682-224-2358	teverly2004@yahoo.com
21	Patsy Tucker	817 478 2588	patsytucker@sheglobal.net
22	Monisha Williams	817-583-8963	monisha.williams@my.tcs.edu
23	Garnie Greene	817 281-0115	
24	Stephanie Perez	817-484-8901	
25	Andrea Furnis	817 768 0660	drea-+x@hotmail.com
26	Terina Herrera	817 503 5060	reinaherrera@gmail.com



# Resident Advisory Board

#3

March 22, 2014

Print Name	Phone	Email Address
27 Ronald Lowe	602-559-3615	lowe.ronald@yahoo.com
28 Anna M. Palmer	817-503-3959	palmeranna@yahoo.com
29 Tamara Maxwell	817-305-6376	maxwelltamara@yahoo.com
30 Amanda Bondy	817-704-1964	Amanda.Bondy@yahoo.com
31 Carmen Borrego	682-239-5527	csnyne.817@yahoo.com
32 Spacetta Dumbare	817-802-1654	Spacetta@hotmail.com
33 Retunda McKnight	(817) 495-6011	mtunda@gmail.com
34 Monica Maples	682 459-6874	monmaples@gmail.com
35 Kelleadusac	817-298-9343	kelleadusac151@gmail.com
36 Monique Taylor	817-230-9897	lsyazee.taylor@yahoo.com
37 Jennifer Moody	817-232-0711	jennifromthefairytale@yahoo.com
38 Kimbra Brown	817-279-1383	Kimbra272@yahoo.com
39 Amanda Plunking	817-773-1641	Plunkins16@yahoo.com



# Resident Advisory Board

#4

March 22, 2014

	Print Name	Phone	Email Address
0	Elizabeth Luna	682-202-4321	Josebeth 3030@yahoo.com
1	Eduarda Smart	985-516-8565	smart-eduarda@yahoo.com
2	Shacy Promsey	817-770-1064	shacy62@gmail.com
3	Philicia Shields	682-221-7931	_____
4	Rosie Williams	(817)350-9070	williamsrosie@yahoo.com
5	Angelique Purvis-Scott	682-208-3414	Angelique2Treat2@outlook.com
6	Tranleka Phillips	682-208-2840	tparne28@gmail.com
7	Hennette Gaunighaus	817-489-4877	Soniae408@gmail.com
8	Andre Lock	817-784-6166	Santock, Chandra@yahoo.com
9	Heather Davis	817-637-8712	heather-davis1971@yahoo.com
0	Candiss Wilburn	214-533-0736	candiss.wilburn@shoglobal.net
1	Pipei Thomas	817-874-2284	p.thom.j.t.f@gmail.com
2	Megan Chambers	817-448-3976	megan-chambers@hotmail.com



# Resident Advisory Board

#5

March 22, 2014

	Print Name	Phone	Email Address
53	Aisha Ade	(817) 683-2977	Aishaade@gmail.com
54	James Allen	(817) 293-1191	James-Allen@live.com
55	Cynthia Ison	817-300-4125	Cynthia_ison@gmail.com
56	Nedra Lee	817-881-1076	msieeegirl@yahoo.com
57	Nicole Durio	504-940-8751	NicoleDurio@gmail.com
58	Anna Dawson	817.448.7998	adawson12@gmail.com
59	Jessica Barkley	817 862-3957	—
60	Jesus Navarro Navarro	817-915-0817	Maria1971@yahoo.com
61	Rachelle Vallejo	817-477-7978	rvallejo@yahoo.com
62	Marnie Ross	817 3788264	rossmarnie@yahoo.com
63	Veronica Quinn	817-204-8112	faith-staps-hope@yahoo.com
64	Samilla Roberts	817-449-7597	roberts+amill@yahoo.com
65	Danacia Jones	(817) 941-0137	djones80@live.com
66	Reemay D. Houghton	682-8557-5969	NOT



27

L



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

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

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

I, PATRICIA WARD the Director of Housing certify that the Five Year and  
Annual PHA Plan of the Tarrant County Housing Office is consistent with the Consolidated Plan of  
Tarrant County, Texas prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official



# **PUBLIC NOTICE**

**to all**

**Program Participants and the General Public**

**Tarrant County Housing Assistance Office**  
has available for your review and inspection

**The 2014 ANNUAL PLAN**

**A Public Hearing will be held on**

**May 20, 2014**

**10:00 AM**

**Commissioners Court**  
**for all Interested Parties.**

**PLEASE SEE THE RECEPTIONIST**  
**if you wish to review or inspect the plan.**

*Posted March 21, 2014*



# **Aviso Público**

**para todos**

**los Participantes del Programa de Vivienda y el Público en general**

**La Oficina de Ayuda de la Vivienda del Condado Tarrant  
le ofrece a usted a repasar y examinar**

## **EL PLAN ANUAL DE 2014**

**Habrà una audiencia pública el día**

**20 DE MAYO DE 2014**

**a las 10:00 de la Corte del Comisionado  
para todas las personas interesadas**

**Para repasar o examinar el plan  
POR FAVOR CONSULTE A LA RECEPCIONISTA**

*Posted March 21, 2014*

## **FY 2014 Annual PHA Plan**

The Administrative Plan and Annual Public Housing Authority (PHA) Plan of the Tarrant County Housing Assistance Office is always available for public review and inspection by request, at the TCHAO, 2100 Circle Drive, Fort Worth, TX, Monday through Friday, from 9AM to 4PM.

On **May 20, 2014**, a Public Hearing will be held in Commissioner's Court, 100 East Weatherford, Fort Worth, TX, at 10:00 AM, to present for approval the 2014 PHA Plan. Interested parties may attend.

Wayne E. Pollard, Jr.  
Director

THE TARRANT County Housing Assistance Office (TCHAO) has developed the 2014 Annual Agency Plan in compliance with the Quality Housing and Work Responsibility Act of 1998. It is always available for review at TCHAO located at 2100 Circle Drive, Suite 200, Fort Worth, TX 76119, between the hours of 8:30am and 4:00pm. A Public Hearing will be held on May 20, 2014 at 10:00am during TARRANT COUNTY COMMISSIONERS COURT, 100 E. Weatherford St., Room 506, Fort Worth, TX 76196. If you have any questions, please contact our office at (817) 531-7640