

# PHA Plans

5 Year Plan for Fiscal Years 2019 - 2023

**Annual Plan for Fiscal Year 2023**

**PROPOSED**

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

# Annual PHA Plan (Standard PHAs and Troubled PHAs)

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
Expires: 03/31/2024

**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** PHA Name: Newport News Redevelopment and Housing Authority PHA Code: VA003

PHA Type: ☒ Standard PHA ☐ Troubled PHA

PHA Plan for Fiscal Year Beginning: (MM/YYYY): July 1, 2023

PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)

Number of Public Housing (PH) Units 839 Number of Housing Choice Vouchers (HCVs) 3068 Total Combined Units/Vouchers 3907

PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission

**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.

The PHA Plan will be available at the following locations:

1. Wilburn Building – PHA Plan and PHA Plan Elements – Main Office, 227 27<sup>th</sup> Street, Newport News, VA 23607
2. NNRHA Occupancy Office – PHA Annual Plan – 2709 Jefferson Avenue, Newport News, VA 23607
3. Lassiter Courts Rental Office – PHA Annual Plan
4. Marshall Courts Rental Office – PHA Annual Plan
5. Spratley House Rental Office – PHA Annual Plan
6. Ashe Manor Rental Office – PHA Annual Plan
7. Oyster Point Rental Office – PHA Annual Plan
8. Cypress Terrace Rental Office – PHA Annual Plan
9. Pinecroft Rental Office – PHA Annual Plan
10. Brighton Rental Office – PHA Annual Plan
11. Posted on the website – www.nnrha.com
12. Each resident council president, as in the past, will receive a copy of the approved PHA Plan along with a copy of the HUD approval letter.

☐ **PHA Consortia:** (Check box if submitting a Joint PHA Plan and complete table below)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

**B. Plan Elements**

**B.1 Revision of Existing PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- ☒ ☐ Statement of Housing Needs and Strategy for Addressing Housing Needs
- ☒ ☐ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- ☒ ☐ Financial Resources.
- ☒ ☐ Rent Determination.
- ☒ ☐ Operation and Management.
- ☒ ☐ Grievance Procedures.
- ☒ ☐ Homeownership Programs.
- ☒ ☐ Community Service and Self-Sufficiency Programs.
- ☒ ☐ Safety and Crime Prevention.
- ☐ ☒ Pet Policy.
- ☒ ☐ Asset Management.
- ☒ ☐ Substantial Deviation.
- ☒ ☐ Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

(c) The PHA must submit its Deconcentration Policy for Field Office review.

<b>B.2</b>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y   N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
<b>B.3</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p>
<b>B.4</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. The Capital Fund Program – Five Year Action Plan for 2022-2026 was approved by HUD on June 7, 2022.</p>

**B.5 Most Recent Fiscal Year Audit.**

(a) Were there any findings in the most recent FY Audit?

Y N

☒ ☐

(b) If yes, please describe: Also, there was one finding in the FY2019 audit report.

**2021-001 Material Weakness over Financial Reporting**

In accordance with accounting principles generally accepted in the United States of America, should evaluate potential component units to determine whether they meet the criteria to be reported as a fiduciary, discretely or blended component unit, or whether they are not a component unit. If the entity is determined to not be a component unit and the Authority has a majority equity interest in a legally separate organization, it should be reported as an investment if a government's holding of the equity interest meets the definition of an investment, and should be measured using the equity method. The Authority has a majority equity interest in a legally separate organization that was recorded under the cost method as a joint venture. It was determined that this met the definition of an investment and should be measured using the equity method. Based on cumulative losses greater than the Authority's initial contribution of \$990,198 the investment value was reduced to \$-0-.

**Response:**

The Authority routinely analyzes its potential component units for proper presentation. Due to the organizational structure of this entity and the sources of the funds initially invested, the Authority initially determined that this organization had the characteristics of a jointly governed organization where the Authority did not have an ongoing financial interest. The Authority consults with the independent auditors to discuss presentation matters surrounding potential component units. The Authority has determined that it would be misleading to include this entity in its financial statements due to its organization structure, funding sources, and the Authority's involvement in this venture. The Authority has determined that treating its equity interest in this organization is an investment and the application of accounting standards for investments results in this equity interest being adjusted for its share of losses that this entity has incurred.

**2021-002 Material Weakness; Material Noncompliance Qualification**

Per Title 24 Section 982 of the Code of Federal Regulation (CFR), for units under Housing Assistance Payments (HAP) contract that fail to meet HQS, the Public Housing Authority (PHA) must require the owner to correct any life threatening HQS deficiencies within 24 hours after the inspections and all other HQS deficiencies within 30 calendar days or within a specified PHA-approved extension. If the owner does not correct the cited HQS deficiencies within the specified correction period, the PHA must stop (abate) HAPs beginning no later than the first month following the specified correction period or must terminate the HAP contract. Of the two (2) tested failed inspections, we noted two (2) instances where support for re-inspection of failed units could not be provided; therefore, we could not test to ensure that the deficiencies were corrected within the required time period.

**Response:**

The HQS Supervisor has developed a spreadsheet that tracks inspections to ensure failed inspections are not missed. The HQS Supervisor will require each inspector to submit their spreadsheet of all completed inspections for weekly review and follow up. In addition, upper management will increase the number of files for review under SEMAP Indicator 6 HQS Quality Control Enforcement to include a review of data entered in the tracking system.

C.	Other Document and/or Certification Requirements.
C.1	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y   N  <input checked="" type="checkbox"/>   <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p><b>Certification by State or Local Officials.</b></p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y   N  <input type="checkbox"/>   <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
C.5	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y   N   N/A  <input type="checkbox"/>   <input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
D.	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p>

**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.

**Fair Housing Goal:**

**Describe fair housing strategies and actions to achieve the goal**

The City and NNRHA will continue its efforts to affirmatively further fair-housing by ongoing participation in the Hampton Roads Community Housing Resource Board (HRCHRB). The seven entitlement cities in Hampton Roads have worked collectively and individually over the past several years to eliminate potential impediments to fair-housing choice and this will continue in the upcoming fiscal year. The HRCHRB plans on facilitating the preparation of a regional document or an update to the existing Analysis of Impediments to Fair Housing Choice. The City and NNRHA are collaboratively undertaking a local AI to be in place until the HRCHRB determines if a regional AI will be prepared.

The City will continue its efforts to develop specific actions to eliminate barriers to affordable housing. These include potential amendments to long standing zoning ordinances that will allow for development of 25-foot lots in Neighborhood Conservation Districts, reduction in minimum requirements for Planned Residential Development and revisions to setback requirements that have a direct impact in encouraging land use and redevelopment efforts geared towards affordable homeownership.

Financial barriers to purchasing affordable housing remain as a result of the inability to obtain financing and to meet the down payment required by mortgage lenders. Many low-income families have excessive debt, deficient credit history, a housing cost burden, and insufficient savings for a down payment. The City will address this barrier by continuing to provide down payment assistance to eligible purchasers in the City of Newport News and support homebuyer education and support programs through its CDBG on community support grants.

**Fair Housing Goal:**

**Describe fair housing strategies and actions to achieve the goal**

Financial barriers exist for homeowners who cannot afford to rehabilitate their homes when they are not safe or livable environments. Often when these deficiencies are not addressed, the issues compound and the household cannot maintain ownership of their homes. The City, through NNRHA, will provide housing repair financing to homeowners who earn below 80% of the AML. This assistance is provided through a combination of grants, deferred payment loans, and low interest loans.

NNRHA will continue in the upcoming funding year with the development of additional new single-family homeownership units in a style that is consistent with the historic context of the Southeast community and that are developed in a way that increases the affordability and sustainability of the unit.

Newport News recognizes that ongoing efforts to meet the affordable housing industry's mission, as defined by HUD, to provide safe, decent, and affordable housing can only be achieved through the culmination of innovative ideas and strategies that are put to action. The housing and community development needs assessment that is a part of the Consolidated Plan provides a basis for identifying obstacles to meeting underserved needs in the community. The following are challenges for the City of Newport News in meeting needs identified in the Plan.

**Affordable Housing:**

- Increased demand creating low inventory in the housing market
- Increased demand for rental housing
- High demand creates upward pressure on rental housing, thus making few units "affordable"
- Lower-income households with fewer owner and rental housing options
- Housing conditions, especially for rental stock, needing improvement

**Fair Housing Goal:**

**Describe fair housing strategies and actions to achieve the goal**

**Economy:**

- Economic downturn
- Poverty rising even before downturn
- Affordable housing market at full capacity
- Limited access to transportation
- Wage growth stagnant for years

**Services:**

- Neighborhood property conditions and crime/safety issues
- Increasing demand for housing and services from growing senior population
- Multiple obstacles and barriers facing people in poverty

**Resources:**

- Decline in resources from US Department of Housing and Urban Development as well as local and state funding

**\*PLEASE SEE PAGES 21-22 for the remaining strategies and actions\***

# Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

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

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

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

## B. Plan Elements. All PHAs must complete this section.

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

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no." (24 CFR §903.7)

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

The Newport News Redevelopment and Housing Authority will continue to serve the needs of low-income, very low-income and extremely low income families. The Newport News Redevelopment and Housing Authority mission is to create affordable housing, viable communities, and opportunities for self-sufficiency that enhance the quality of life for all citizens of Newport News.

The Newport News Redevelopment and Housing Authority plans to maximize the viability of affordable units within our current resources by:

- Reducing turnover time for vacated public housing units (make ready time to lease up)
- Reducing time to renovate public housing units
- Continue to seek replacement of public housing units lost to the inventory through mixed finance development projects and RAD
- Minimizing the number of units lost
- Maintain or increase Housing Choice Voucher lease-up rates by marketing the program to owners
- Maintain or increase payment standards which allow voucher holders to lease throughout the city of Newport News
- Continue to maintain an appropriate Housing Choice Voucher lease-up rates by effectively screening applicants
- Award Project Based Vouchers and form additional partnerships with apartment management companies
- Ensure access to affordable housing among families assisted by NNRHA regardless of required unit size
- Improve REAC scores obtained from inspectors
- Employ admission preference for families who are working
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Advertise wait list openings in newspapers including the Daily Press, Tidewater Hispanic and our website
- Continue to provide affirmative marketing efforts to races/ethnicities that make up the population in the jurisdiction to further fair housing
- Continue to conduct affirmative marketing as needed so the waiting list includes a mix of applicants with races, ethnic backgrounds, ages, and disabilities proportionate to the mix of those groups in the eligible population of the area
- Continue to maintain a single community wide waiting list for admission to the PHA's public housing developments and tenant based housing assistance programs. Program applicants shall be assigned his/her appropriate place on a single community wide waiting list based on type and size of apartment needed and selected by the family (e.g. mixed population or general occupancy building, accessible or non-accessible apartment, number of bedrooms and applicant preference)
- Local preferences are used to establish the order of applicants on the waiting list. These preferences are of equal weight and an applicant may qualify under any of the categories. Families that do not qualify will be categorized as no-local preference
- In addition, the City of Newport News is an entitlement grantee for the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs. The City of Newport News enters into an annual administrative agreement contract with NNRHA for the administration, management, implementation, monitoring and compliance for the CDBG and HOME Program Funds. The Authority works closely with the City in the development of the Consolidated Plan.
- The following activities have been undertaken with entitlement resources to address community revitalization needs primarily the City's older urban neighborhood:
  - Acquisition and rehabilitation of distressed properties
  - Provision of rehabilitation loans and grants to owner occupied residents
  - Sale of property for new residential development/homeownership
  - Provide funding to developers and non-profit organizations for the development and renovation of affordable housing
  - Active involvement in the Choice Neighborhood Initiative planning process
  - We received 32 Emergency Housing Vouchers



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

☒ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA's procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)). A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

This is in response to the new Annual PHA Plan which requires PHAs to develop a Deconcentration and other policies that govern eligibility, selection and admission to further the deconcentration of poverty and income mixing in their public housing developments.

The Newport News Redevelopment and Housing Authority (NNRHA) shall attain, to the maximum extent feasible, a tenant body in each project that is composed of families with a broad range of incomes and avoid concentrations of the most economically deprived families. Each eligible applicant placed on the waiting list(s) shall be assigned to a suitable type or size unit based on household characteristics. Assignment plans established by the NNRHA will be consistent with the objective of Title VI of the Civil Rights Act of 1964, and HUD regulations and requirements pursuant to the following:

#### **I. Public Housing Offers**

- a. Eligible applicants first in sequence on the public housing waiting list shall be offered a suitable unit. If the applicant rejects the vacancy offered, the applicant will be notified that his/her application will be withdrawn from the public housing waiting list.
- b. If the applicant is willing to accept the unit offered, but is unable to move at the time of the offer and presents clear evidences of his/her inability to move, with Authority approval, the NNRHA shall not require the applicant to be withdrawn or be placed on the bottom of the eligible waiting list. If the unit offered is not available at the time the applicant has the ability to move, the applicant shall be assigned a second unit. If the family rejects the second unit offered, the applicant shall be withdrawn from the public housing waiting list.
- c. If an applicant presents to the satisfaction of the NNRHA, clear evidence that acceptance of a given offer is a suitable unit will result in undue hardship, the Authority will not move the applicant to the bottom of the eligible applicant waiting list or withdraw the application. Proximity to sources of employment or children's day care are examples of reasons permitted and shall not require the applicant to be withdrawn or placed at the bottom of the eligible waiting list. The applicant shall be offered a second unit. If the applicant rejects the second offer, the applicant shall be withdrawn from the public housing waiting list.
- d. If the applicant has applied for other housing assistance programs, the applicant's acceptance of a public housing unit or the applicant's withdrawal from the public housing waiting list shall not cause the applicant to be withdrawn from other housing assistance programs waiting lists.

#### **II. Amendment to Occupancy Policy and Section 8 Administrative Plan**

In lieu of the former HUD Federal preferences, the NNRHA established local preferences based on local needs as a priority for selecting families from the waiting lists. At the option of the Housing Authority, the former HUD Federal preferences were adopted as local preferences. The revised Administrative Plan and Occupancy Policy incorporates changes or additions to the NNRHA local preference requirements. Due to the significant number of families in our locality who are living in substandard housing (homeless or overcrowded conditions) paying 50 percent or more of income toward rent; and/or involuntarily displaced; the NNRHA adopted the three former Federal preferences as local preferences. In addition, a fourth preferences for veterans is also included as a local preference. We consistently receive referrals from the Hampton Veterans Administration for veterans who need housing assistance because they lack adequate housing. Our local area consists of a high number of veterans because of the Hampton Veterans Hospital and nearby military bases (Langley Air Force Base, Fort Eustis, Fort Monroe, Norfolk Naval Base, and Yorktown Naval Weapons Station).

The NNRHA has five local preferences consisting of the following:

- Involuntarily Displacement
- Living in Standard Housing (Homeless or Overcrowded)
- Rent Burden (Paying 50 percent or more of income for rent and utilities)
- Veterans
- Mainstream Vouchers

These local preferences will be used to prioritize the selection of applicants on the waiting list. Applicants who are otherwise eligible for assistance and who meet one or more of the local preference requirements at the time of application shall receive priority admission. Date and time of application will be used for all applicants with or without preference.

In addition to local preferences, NNRHA established ranking "among" local preferences to rank among any of the local preferences. This places a priority on families who meet one of the four local preferences who are working families and/or residents of the City of Newport News are defined below:

- **Working Families:**  
A family whose head or spouse is or has been employed not less than 30 hours per week for the past twelve months. The employment preference shall not be based on the amount of income earned. Also, the NNRHA shall give the benefit of working family when the head or spouse, or sole member, age 62 or older is receiving social security disability, supplemental security income, disability benefits, or any other payment based on the definition of disabled in accordance with the Social Security Act or Americans with Disabilities Act.

**Residents of Newport News:**

Families whose last permanent address was Newport News or who work, or have been notified they have been hired to work in the City of Newport News.

**Equal Weight with Ranking "Among" The Local Preferences**-This plan will provide an equal opportunity for families with the most need to receive housing assistance. The local preferences will be used with ranking "among" the local preferences.

**FIVE LOCAL PREFERENCES:**

Involuntarily Displaced

Living in Standard Housing (Homeless or Overcrowded)

Rent Burden (Paying 50 percent or more of income for rent and utilities)

Veterans

Mainstream Vouchers

**RANKING PREFERENCES**

Working Families

Residents of Newport News

Families who are working or residents of Newport News will priority among the local preferences. A preference does not guarantee admission to the housing assistance programs. Preferences are used to establish the order placement on the waiting list. Every family admitted to the program must meet NNRHA's selection criteria as defined in the Occupancy Policy and Administrative Plan.

**Public Housing Complexes and Their Average Rent as of December 27, 2022**

<u>SOUTHEAST COMPLEXES</u>	<u>AVERAGE RENT</u>
Marshall Courts	\$229.00
*Spratley House	\$278.00
*Ashe Manor	\$248.00
Orcutt Townhomes I	\$226.00

**NORTH END COMPLEXES**

*Aqueduct Apartments	\$157.00
*Pinecroft Apartments	\$277.00

\*Elderly Housing

\*\*These rents are understated due to tenant contributions to utilities.

Analysis of the rent distributions above, led us to the conclusion that the NNRHA selection plan is successful and creates diversity in tenant selection. The plan continues to provide opportunities to families with a variety of incomes at each of our public housing apartment complexes.

III. **Public Housing Complexes and the Average Income  
Deconcentration Analysis as of December 27, 2022**

<u>SOUTHEAST COMPLEXES</u>	<u>TOTAL UNITS</u>	<u>AVERAGE INCOME</u>
*Ashe Manor	50	\$13,685
Marshall Courts	347	\$11,887
**Orcutt Townhomes I	40	\$19,794
<u>NORTH END COMPLEXES</u>		
Aqueduct Apartments	262	\$10,904
*Pinecroft Apartments	140	\$13,254
TOTAL	839	

Average Income for All Families \$13,905

\*Elderly Housing Exclusion

\*\*Fewer than 100 units exclusion

The Established Income Range (EIR) is 85% to 115% of the PHA public housing income for the covered development:

<u>Complexes</u>	<u>Avg. Income For Complex</u>	<u>85% Test</u>	<u>Avg. Income For All Families</u>	<u>115% Test</u>
Marshall Courts	13,905	11,819	11,887	15,990
Aqueduct	13,905	11,819	10,904	15,990

Analysis of Average Income Over & Under the Established Income Range:

Analysis of Average Income Outside the Established Income Range:

**Contributing factor to EIR properties:**

	<u>TANF</u>	<u>% of Family with Earned Income</u>	<u>Social Security/SSI</u>
Marshall	5%	43%	38%
Aqueduct	7%	45%	24%
<u>Under the EIR</u>			

1. Some families want to live in the Southeast complexes in order to obtain vocational skills, job skills, and training at the Family Investment Center (FIC). The FIC is in walking distance for families. In addition, a large daycare center is in walking distance for families residing in the Southeast complexes. Upon completion of training or increasing job skills, the families are able to increase their income.
2. Some families choose to move to the Southeast complexes based on NNRHA provided utilities. These families may have an outstanding balance with the local utility companies and cannot afford to turn utilities on in their names in the North End complexes. The North End complexes have tenant paid utilities.

### Summary

This analysis was prepared with the data as of December 27, 2022. We feel that income data and characteristics are sufficiently explained by these circumstances for the covered development and support the goals of deconcentration of poverty and income mixing. In addition, we will review this data annually along with the Occupancy Policy as part of the planning process to further fair housing.

☒ **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. (24 CFR §903.7(c))

See attached.

☒ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

The Minimum Rent shall be \$50 per month.

### **Flat Rents**

Effective January 1, 2023, we set our flat rents no lower than 80% of the Department of Housing and Urban Development established fair market rent (FMR) in their area by bedroom size. In cases where following this formula causes flat rents to exceed 135% of the existing flat rent, the amount must be phased in to ensure that families do not experience a rent increase of more than 35 % annually. The effected families' rent will change at their next income re-examination. Families still have the option of selecting the Income Based Rent, which in some cases may be lower. In addition, in some cases, the new Flat rent may be phased in by \$50 quarterly until the new rent amount is achieved.

### **Annual Update of Flat Rents**

NNRHA shall review the Fair Market Rent annually and adjust the Flat rents as needed.

Flat rents may either be increased or decreased on the FMR schedule as described above.

When a resident chooses Flat rent, his/her rent shall be adjusted only at the next regular reexamination/recertification rather than at the point the Flat rent may change.

Flat Rents will be adjusted by the tenant paid utility allowances.

### **Choice of Rent**

Once each year, beginning with admission, each family is offered a choice between paying the income-based rent and the Flat rent applicable to the unit they will be occupying.

Because of the way the Federal law is written, choice of Flat rent may be offered at admission and annual reexamination. NNRHA shall use HUD's definition of Annual Income

The Minimum Rent shall be \$50 per month.

### **Payment Standards**

The Housing Choice Voucher Payment standard is used to calculate the housing assistance payment for families participating in the Section 8 program and is the maximum month assistance payment allowable. In accordance with HUD regulations, and at the Housing Authority's (HA) discretion, the Voucher Payment Standard amount may be set by the HA between 90 percent and 110 percent of the HUD published Fair Market Rent (FMR). FMRs are gross housing cost estimates established by HUD for a metropolitan area that include both shelter and rent paid by the tenant to the landlord and the cost of tenant paid utilities. The HA reviews the appropriateness of the Payment Standard annually when the new FMR is published and adopts a Board of Commissioners effective January 2023.

☒ **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance and 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. (24 CFR §903.7(e))

The Lease Agreement is a legal binding contract between the tenants and the landlord (NNRHA). The Lease Agreement contains all rules, regulations, rights and obligation of both the tenant and landlord regarding the use and occupancy of the dwelling units and premises. The primary covenants and agreement of both parties include:

1. Lease Term and Renewal
2. Payments Due Under the Lease
3. Security Deposit
4. Utilities
5. Charges
6. Penalties
7. Redetermination of rent, dwelling size and eligibility
8. Tenant Obligations

The Tenant agrees to permit his or her apartment to be treated from time to time for control of pests. Pest control is performed semi-annually in each apartment.

9. Landlord Obligations
10. Inspections
11. Legal Notices
12. Accommodation of Persons with Disabilities
13. Termination of the Lease
14. Grievance Procedure
15. Cost of Legal Proceedings
16. Modifications
17. Failure to enforce the lease

Below are programs provided to our residents:

1. GED
2. Employability Workshops
3. Job Placement Assistance
4. Transportation
5. Self-Paced Typing
6. College Scholarship Opportunities
7. Volunteer Income Tax Assistance (VITA)
8. Crime Prevention Programs
9. Community Leadership Support
10. Special Needs Assessments
11. Enrichment Programs
12. Financial Literacy Workshops
13. Senior Citizens Programs
14. Job Training/Job Readiness Skills
15. Computer Education
16. Homeownership Counseling

☒ **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

The grievance procedure has been established to provide guidelines for management and tenants in the just and effective settlement of grievances. It shall compass all individuals grievances between the tenant and the Authority. Excluded from the procedure is any grievance concerning an eviction or termination of tenancy based upon the tenant's creation or maintenance of a threat to the health and safety of other tenants or management employees.

The grievance procedure includes a list of definitions for all parties, the procedure to obtain an informal hearing, scheduling of the hearing, procedures governing the hearing decision of the hearing panel, if necessary (Lease Termination) action, and the decision of the hearing officer. The grievance procedure is posted in all rental offices.

The Newport News Redevelopment and Housing Authority will do the following as it relates to grievances or appeals: All grievances or appeals arising under the lease shall be processed and resolved pursuant to the Grievance Procedure which is in effect at the time such grievance or appeal arises. The policy is posted in the rental office and incorporated herein by reference. The hearing officer shall be an employee whose duties and responsibilities are not involved in the grievance. In the case of a three member panel, one is selected from NNRHA, a second member from one of the resident councils and a third will be an individual selected by the Hearing Officer. The Hearing Officer chairs the appeal but does not vote in the process.

☒ **Homeownership Programs.** A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

#### NNRHA Homeownership Assistance Programs

NNRHA offers affordable newly constructed and renovated homes for income eligible purchasers under the HOMEBuilder and HOMEPlace Programs. NNRHA also administers the citywide, down payment assistance program for first-time homebuyers. These Homeownership Assistance Programs are funded through the Community Development Block Grant (CDBG) and HOME Investments Partnerships Program (HOME). These programs are designed to provide assistance to eligible home buyers in purchasing homes within the municipal limits of Newport News to occupy as their primary residence. Eligible applicants must meet income guidelines as set by HUD, attend an 8-hour homebuyer's education class, and demonstrate the ability to obtain a mortgage (additional restrictions may apply).

In May 2019, the U.S. Department of Housing and Urban Development (HUD) awarded a \$30 million Choice Neighborhoods Implementation Grant for revitalization projects in the Marshall-Ridley Choice Neighborhood. Newport News was one of four cities in the country to receive the grant in 2019, which helps to revitalize distressed neighborhoods and strengthen economic development in the community. These funds will be leveraged with public and private investments to undertake a comprehensive transformation of the Ridley Place community and address the challenges in the surrounding neighborhood. In working with residents of the Ridley Circle as well as residents within the neighborhood, one of the primary housing goals of the transformation of this area is to increase the rate of homeownership in the neighborhood. As identified in the application, the Authority intends to develop new homeownership units within the CNI neighborhood over several phases. Additional information on CNI can be found at <https://www.nnva.gov/2255/Choice-Neighborhoods-Initiative>.

☒ **Community Service and Self Sufficiency Programs.** Describe how the PHA will comply with the requirements of (24 CFR §903.7(l)). Provide a description of: 1) Any programs relating to services and amenities provided or offered to assisted families; and 2) Any policies or programs of the PHA for

the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(i))

#### Requirements of the Program

1. Each non-exempt adult in a family paying at least the minimum rent must contribute and document some combination of 8 hours per month of community service or self-sufficiency activity.
2. The 8 hours per month may be either volunteer work or self-sufficiency program activity or a combination of the two.
3. The required community service or self-sufficiency may be completed at 8 hours each month or may be aggregated across a year. Any blocking of hours is acceptable as long as 96 hours is completed by each annual certification.
4. Activities must be performed within the neighborhood and not outside the jurisdictional area of NNRHA. The exception to this rule would be adults who are enrolled in full-time higher education or vocational training. Their hours of education would count toward the requirement.
5. Family obligations
  - a. At least execution or re-examination after the effective date of this policy, all adult members (18 or older) of a public housing resident family must
    1. Provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
    2. Sign a certification that they have received and read this policy and understand they are not exempt, failure to comply with the Community Service requirement will result in the termination of their lease.
  - b. One each month non-exempt family members must present a completed documentation form (provided NNRHA) of activities performed over the previous month to the Service Coordinator.

HUD has published Notice PIH2015-12 on "Administering the Community Service and Self-Sufficiency Requirement (CSSR)." The notice, which replaces Notice PIH 2009-48 this notice expands exemption.

#### Exempt Residents:

The NNRHA determines if an individual is exempt from the CSSR and the documentation needed to support the exemption. Exemptions for adult residents, as codified at 24 CFR 960.601, include persons who are:

- A. 62 years or older;
- B. 1) Blind or disabled, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. Section 416(i)(1); Section 1382c), and who certify that, because of this disability, she or he is unable to comply with the service provisions of this subpart, or  
2) Is a primary caretaker of an individual as listed above
- C. Engaged in work activities (see Notice PIH 2003-17 (HA)). In order for an individual to be exempt from the CSSR requirement because he/she is "engaged in work activities," the person must be participating in an activity that meets one of the following definitions of "work activity" contained in
  1. Unsubsidized employment;
  2. Subsidized private-sector employment;
  3. Subsidized public-sector employment;
  4. Work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
  5. On-the-job training;
  6. Job search;
  7. Community service programs;
  8. Vocational educational training (not to exceed 12 months with respect to any individual);
  9. Job-skills training directly related to employment;
  10. Education directly related to employment in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency;
  11. Satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalency, in the case of a recipient who has not completed secondary school or received such a certificate;
- D. Able to meet requirements under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. Section 601 et seq.) or under any other welfare program of the State in which PHA is located including a State-administered Welfare-to-Work program; or,
- E. A member of a family receiving assistance, benefits, or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. Section 601 et seq.), or under any other welfare program of the State in which the PHA is located, including a State-administered Welfare-to-Work program, and has not been found by the State or other administering entity to be in noncompliance with such a program

The notice expands the exemption from the CSSR for "a member of a family receiving assistance, benefits, or services under a state program funded under part A of title IV of the Social Security Act (42 U.S.C. Section 601 et seq.), or under any other welfare program of the state in which the PHA is located, including a state-administered welfare-to-work program, and has not been found by the state or other administering entity to be in noncompliance with such a program.

HUD has determined that the Supplemental Nutrition Assistance Program (SNAP) qualifies as a welfare program of the state. Therefore, if a tenant is a member of family receiving assistance under SNAP, and has been found by the administering state to be in compliance with the program requirements, that tenant is exempt from the CSSR.

To help PHAs determine whether a person should be exempt under this requirement, NNRHA will consider the following:

- 1) The person must be a part of the family that is receiving assistance (i.e. part of the family as defined by the state welfare administrator) under this provision;
- 2) The person must be determined by the state agency to be in compliance with the program requirements.

If a person meets these two requirements, then they are exempt under this provision. If not, the person is not exempt from the CSSR under this provision.

College students, whether part-time or full-time, are not automatically exempted from the community service and self-sufficiency requirement (CSSR). However, as described in Notice PIH 2015-12 (and in the HUD regulations at 24 Code of Federal Regulations 960 Subpart F), students may be complying with the CSSR by performing self-sufficiency activities.

Under the CSSR, non-exempt adult residents must perform 8 hours per month of community service activities (or a combination of both). A list of eligible self-sufficiency activities contained in Notice PIH 2015-12 includes "higher education (community college or college)". College students are meeting the CSSR requirement as long as their educational activities total at least 96 hours per year. A student would not need to be enrolled full-time to be in compliance with the CSSR.

Students who are meeting the CSSR requirement through self-sufficiency activities should be coded as "in compliance" in field 3q of Form HUD-50058 (code 1). They should not be coded as exempt from the requirement.

1. At each annual re-examination, non-exempt family members must present a completed documentation form (provided by NNRHA) of activities performed over the previous twelve months. Both forms will include places for signatures of supervisors, instructors, or counselors and the Service Connector certifying to the number of hours contributed each month by month. Additional supporting documentation may be requested of the resident to verify CSSR participation or exempt status. Copies of the certification forms and supporting documentation must be retained in the NNRHA files.
2. Change in exempt status:
  - a. If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to NNRHA and provide documents of such.
  - b. If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to NNRHA and the property manager.
  - c. The Service Coordinator will provide the person with the Recording/Certification documentation form and a list of agencies in the neighborhood that provide volunteer and/or training opportunities.

#### NNRHA OBLIGATIONS

1. To the greatest extent possible and practicable, NNRHA and its property managers will
  - a. Provide names and contacts of agencies that can provide opportunities for residents, including those with disabilities, to fulfill their Community Service/Self-Sufficiency obligations;
  - b. Include a disabled person who is otherwise able to be gainfully employed, since such an individual is not exempt from the Community Service requirement; and provide referrals for volunteer work or self-sufficiency programs.
2. The property manager will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution.
3. NNRHA will make the final determination as to whether or not a family member is exempt from the Community Service/Self-Sufficiency requirement. Residents may use NNRHA's Grievance Procedure if they disagree with NNRHA's determination. Non compliance Residents: PHAs may not evict a family due to CSSR non-compliance. However, if NNRHA finds a tenant is non-compliant with CSSR, then the NNRHA must provide written notification to the tenant of the noncompliance which must include: A). A brief description of the finding of non-compliance with CSSR. B). A statement that the NNRHA will not renew the lease at the end of the current 12-month lease term unless the tenant enters into a written work-out agreement with the NNRHA or the family provides written assurance that is satisfactory to the NNRHA explaining that the tenant or other noncompliant resident no longer resides in the unit. Such written work-out agreement must include the means through which a noncompliant family member will comply with the CSSR requirement.

Enforcement Documentation: Should a family refuse to sign a written work-out agreement, or fail to comply with the terms of the work-out agreement, PHAs are required to initiate termination of tenancy proceedings at the end of the current 12-month lease due to the fact that the family is failing to comply with lease requirements. When initiating termination of tenancy proceedings, the NNRHA will provide the following procedural safeguards: A. Adequate notice to the tenant of the grounds for terminating the tenancy and for non-renewal of the lease; B. Right of the tenant to be represented by counsel; C. Opportunity for the tenant to refute the evidence presented by the PHA, including the right to confront and cross-examine witnesses and present any affirmative legal or equitable defense which the tenant may have; and, D. A decision on the merits.

☒ **Safety and Crime Prevention (VAWA).** Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (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. (24 CFR §903.7(m)) 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. (24 CFR §903.7(m)(5))

The Newport News Redevelopment and Housing Authority has an active plan for safety and crime prevention measures to ensure the safety of public Housing residents. Crime prevention is addressed utilizing a community policing and partnership approach throughout all of our communities. Our Partnership relationships include the Newport News Police Department, Newport News Commonwealth Attorney's Office, residents and citizens of our communities as well as local, State and Federal law enforcement organizations.

We currently partner with the Police Department in a program that has off-duty police officers in our communities to keep and be a deterrent for possible criminal activities. These officers work closely with the Safety & Security Office and AMP Managers to identify problem areas and then address and deal with those problems. This program has proven extremely successful.

We have access to quarterly statistical reports from the Police Department which gives figures for arrests, reported offenses and calls for service within the Housing Authority communities. The Safety & Security Office also has access to the Newport News Police Department's Criminal Justice Information System which allows us to track crimes that have been committed throughout the city on a daily basis to see if they have occurred on our properties. We utilize "Hot Spot" cards, a Fraud Waste and Abuse hotline, and we provide a drop box for residents and employees to share information to us anonymously regarding crimes or illegal activities on our properties. Additionally, we have installed a camera system at Marshall Courts that ties into the Police Department which provides an additional crime fighting and investigative tool.

Annually, all residents are provided with a copy of our VAWA Policy. In addition, each year in partnership with Transitions Family Violence Services and the Newport News Commonwealth Attorney's Office-Advocate Victims Unit, we hold a Domestic Violence Workshop to educate tenants and staff on domestic violence and how it negatively impacts the lives of those in the community. (See attached VAWA Policy)

We continue to look for ways to enhance safety and security in our communities through education, training, updating equipment and demonstrating to our residents our safety focus.

The police department will be using an apartment in Aqueduct as an office. This apartment will help maintain an officer's presence in the area and promote community engagement.

☒ **Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

The purpose of the pet policy is to establish the Authority's policy and procedures governing the ownership of common household pets in public housing units. This policy explains the criteria on the keeping of pets and establishes reasonable rules governing their care. The pet policy includes the following Sections:

1. Registration of Pets
2. Animals that assist person with disabilities plus addendum on subject matter
3. Type of Pets
4. Pet Deposits
5. Noise
6. Residents Responsibilities
7. Pet Care
8. Inspections
9. Pet Removal

The pet policy does not plus to service animals, support, or therapy animals that are used to assist persons with disabilities.

☒ **Asset Management.** State 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. (24 CFR §903.7(q))

The NNRHA Executive Staff reviews its operating income and expense statements with property staff on an on-going basis to address variations to the operating budget. Expenses are monitored and adjustments made as necessary. Capital needs, rehabilitation and modernization will be addressed utilizing the annual Capital Grant and 5 Year Plan priorities. The Rental Assistance Demonstration program will assist with comprehensive capital needs through a combination of 4% and 9% Low Income Housing Tax Credit equity, operating reserves and accumulate Replacement Housing Factor funds as eligible.

In addition, Physical Needs Assessments (PNA) will be prepared and used as a tool to guide all capital and rehabilitation needs. Physical Needs Assessments were conducted for Aqueduct Apartments and Pineroft Apartments in 2022 to support and prioritize future capital improvement.

The PNA review will also inform the need to consider demolition/disposition and reconstruction as a method to ensure assets are viable and meet the need of our residents.

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

- (1) NNRHA must ensure consistency with the Consolidated Plan of the jurisdiction;
- (2) Meet with each Resident Council or Resident Advisory Board;
- (3) NNRHA must provide a review of the amendments/modifications to the public during a 45 day public review period;
- (4) A notice will be placed in the local newspaper-Daily Press and we will use other newspapers such as Tidewater Hispanic and the Korean Post to meet our Fair Housing/LEP requirements. The notice will include the date, time and location of the Board of Commissioners meeting
- (5) NNRHA will not adopt the amendment or modification until the Board of Commissioners vote in a meeting open to the public;

☒ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

Standard deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals and objectives, or plans of the agency and which require the formal approval of the Board of Commissioners. Proposed demolition, disposition, homeownership, Capital Fund Financing development, Rental Assistance Demonstration, or mixed finance proposals are considered by HUD to be significant amendments to the CFP 5 Year Action Plan. In addition, in conjunction with this amendment and in consideration of future RAD conversions NNRHA has examined its definition of "Substantial Deviation" in Section 10 of the Five Year Plan and has excluded the following items:

1. The decision to convert to either Project Based Assistance or Project Based Rental Assistance (PBRA).
2. Changes to the Capital Fund Budget produced as a result of each approved RAD conversion.
3. Changes to the construction and rehabilitation plan for each approved RAD conversion.
4. Changes to the financing structure for each approved RAD conversion.

A copy of the revised Significant Amendment and Substantial Deviation Modification is attached.

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

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2, (24 CFR §903.23(b))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

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

[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6). (Notice PIH 2011-47)

In June 2016, the City of Newport News and the Newport News Redevelopment and Housing Authority were awarded a \$500,000 Choice Neighborhoods Initiative Grant from HUD to plan for the revitalization and transformation of a portion of the Southeast Community. This planning grant enabled the City and Authority to plan a comprehensive approach to address neighborhoods and distressed public or HUD-assisted housing to transform the neighborhood. The program is designed to facilitate improvements in neighborhood assets, housing, services and schools. Authority-owned property located in the targeted area includes Ridley, Spratley, Lassiter and a portion of Marshall as well as the vacant 35 acre parcel which was the former Dickerson Courts and Harbor Homes Apartments.

In May 2019, HUD awarded a \$30 million Choice Neighborhoods Implementation Grant for revitalization projects in Marshall-Ridley Choice Neighborhood. These funds will be leveraged with public and private investments to undertake a comprehensive transformation of the Ridley Place community and address the challenges in the surrounding neighborhood. This involves the demolition of the Ridley public housing property.

Since the award of the implementation grant, NNRHA and the City of Newport News have been working with citizens, public and private agencies and organizations to refine the CNI Transformation Plan that was adopted by the Newport News City Council in June of 2018 and submitted to and accepted by HUD in July 2018.

NNRHA and its development partner Pennrose, LLC, have begun planning site improvements and building design and have conducted community input sessions. The CNI transformation plan calls for the development of approximately 440 new mixed-income rental housing units to be developed over four phases. The first phase of housing, which will be constructed in the 2700 and 2800 blocks of Jefferson Avenue, has been awarded funding and construction began in early 2021. The second and third phases of CNI housing development will be constructed on the Ridley Place site and has received LIHTC and state matching resources.

Funding will come from multiple sources, with most of the financial support for the housing development coming from the low-income housing tax credit (LIHTC) program.

☒ **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 Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6/mfph#4](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4)

To date, NNRHA converted six (6) public housing properties, for a total of 458 rental units, under HUD's Rental Assistance Demonstration Program. This program allows public housing properties to convert to long-term Section 8 rental assistance contracts to preserve the nation's affordable rental housing stock. The properties include:

1. Cypress Terrace Apartments	VA003000310	82
2. Oyster Point Apartments	VA003000310	96
3. Brighton Apartments	VA003000310	100
4. Orcutt III Townhomes Apartments	VA003000326	30
5. Lassiter Courts	VA003000317	100
6. Spratley House	VA003000321	50
TOTAL		458



Spratley House (VA003000321): In November 2018, issued a Commitment to Enter into a Housing Assistance Payments Contract (CHAP) award related to NNRHA's inclusion of this project in the Rental Assistance Demonstration program. NNRHA will be converting this project based on rental assistance under PIH Notice 2019-23, Rev 4 and any successor Notices. Upon conversion to Project Based Rental Assistance the Authority will adopt resident rights, participation, waiting lists, and grievance procedures listed in Section 1.7 of H2019-23/PIH 2019-23, Rev -4, and PIH H-2016-17/PIH -2016-17.

In conjunction with the Spratley House RAD conversion, NNRHA's Capital Fund Budget will be reduced by the pro-rata share (\$56,077) of annual NNRHA capital fund attributed to the Spratley House Public Housing Development converted via RAD and that NNRHA may borrow fund to address their Capital needs. In addition, for the Spratley House Project RAD conversion NNRHA will be contributing Operating Reserves in the approximate amount of \$500,000, and Replacement Housing Factor funds in the amount of \$100,000. These amounts will be leveraged with other federal and state program funds allowed by the RAD Program. The conversion is subject to the approval of RAD conversion and receipt of public and private sources of funds.

In early 2021, NNRHA submitted an application to HUD for the conversions of Orcutt Townhomes I (VA0030002325 - 40 units) under the RAD program. The successful conversion of this project is dependent on several factors such as the financial feasibility and NNRHA's access to private sources of capital and to borrow funds to repair and preserve its affordable housing areas. A LIHTC application was submitted to Virginia Housing in March 2022 for the Orcutt Townhomes and RAD conversion. The anticipated RAD closing for Orcutt Townhomes I will occur in June 2023.

Pinecroft and Aqueduct are being considered for RAD renovation/conversion within the next five years.

As part of the Choice Neighborhoods Initiative (CNI) Transformation Plan, Ridley Place (VA003000304) will be redeveloped over several phases with hard replacement units onsite as well as some units replaced as tenant based or project based vouchers. The CNI transformation plan will govern the mix of the 259 replacement units.

☒ **Demolition and/or Disposition.** With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (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 approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. 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). (24 CFR §903.7(h))

NNRHA plans to submit the following demolition/disposition application to HUD (pursuant to Section 24 and/or 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) in the plan Fiscal Year.

Ridley Place Apartments VA003000304

As a part of the HUD Choice Neighborhood Initiative, NNRHA plans to demolish the Ridley Place Apartments under Section 24 of the U.S. Housing Act of 1937. Demolition has been approved by HUDSAC and the disposition application will be submitted by February 2022.

Marshall Courts VA003000302

Number of Units Proposed for demolition/disposition: Up to 88 of the 347 (To date a total of 259 of the 347 apartments units have been renovated. Some of the demolition actions indicated above may be further evaluated to determine if a demolition or rehabilitation would be more advantageous). A Section 18 application will be prepared and submitted to HUD.

NNRHA may consider conversion of existing developments to Project-Based Vouchers under Rental Assistance Demonstration (RAD).

NNRHA reserves the right to submit additional and/or disposition applications for any development, subject to Board and HUD's approval, including but not limited to emergency projects, such as demolition of unsafe structures, as may become necessary.

In October 2019, the Authority issued a Request for Proposal (RFP) for the sale and development of 1511 Harbor Lane and 520 21<sup>st</sup> Street to support the Advancement of economic development and job creation initiatives within the southeast community and the Marshall-Ridley Choice Neighborhood. In June 2020, the NNRHA Board of Commissioners (BOC) designated S23 Holdings, LLC (Developer) as the preferred developer for an approximately 17-acre portion of 1511 Harbor Lane which is expected to result in significant capital investment and job creation through the creation of ship repair and fabrication facility. To facilitate the proposed project, the Economic Development Authority of the City of Newport News (EDA) who will negotiate and enter into a purchase and sale agreement with the selected Developer. The EDA will also facilitate commercial development on the remaining approximately 3.3 acre portion of 1511 Harbor Lane along with Jefferson Avenue corridor. The sale proceeds will be used to pay for eligible costs of disposition, such as appraisal and environmental expenses, with the primary use of proceeds for development under Choice Neighborhood Initiatives. The sale of 1511 Harbor Lane to the EDA is included in the approved 2019 PHA Plan and the Authority submitted an application to HUD requesting approval of the disposition and sale of 1511 Harbor Lane and release and removal any HUD restrictions. The disposition has been approved by HUD.

☐ **Designated Housing for Elderly and Disabled Families.** Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. 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; 5) the number of units affected and; 6) expiration date of the designation of any HUD approved plan. Note: The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(j)(C))

☒ **Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received 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>. (24 CFR §903.7(j))

Orcutt Townhomes (VA003000325) 40 units

☒ **Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.

As noted above, in 2013, The Authority submitted a portfolio for nine (9) of its public housing properties to HUD for the Rental Assistance Demonstration (RAD) Program. The Oyster Point, Brighton, Cypress Terrace, Orcutt Townhomes III, Lassiter Courts and Spratley House have been converted to project based assistance under RAD.

In conjunction with the conversion of the Orcutt Townhomes 1 Project to the Section 8 Program via the Rental Assistance Demonstration Program (RAD) a Commitment to Enter into a Section 8 Housing Assistance Payments Contract (CHAP) has been received. A LIHTC set aside for this endeavor has also been received from the Virginia Housing Authority. This assistance will be combined with Federal Capital Funds, VA DHCD funding and private equity (from the sale of tax credits) to undertake comprehensive interior and exterior renovations on the project as required by RAD. Related planning and studies are underway to enable a final RAD application to be submitted to HUD for approval. Subject to this approval, closing on the conversion will occur following with the temporary relocation of residents to enable comprehensive renovations to be undertaken.

☐ **Occupancy by Over-Income Families.** A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: Notice PIH 2011-7, (24 CFR 960.503) (24 CFR 903.7(b))

☐ **Occupancy by Police Officers.** The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: Notice PIH 2011-7, (24 CFR 960.505) (24 CFR 903.7(b))

No Police Officer living/residing in Public Housing. NNPD is using a unit at for Aqueduct anti-crime prevention activities. The Newport News Police are also using the Cypress Terrace community room for anti-crime prevention activities.

☒ **Non-Smoking Policies.** The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: Notice PIH 2009-21 and Notice PIH-2017-03, (24 CFR §903.7(e))

NNRHA has implemented Non-Smoking Policies in all of our public housing complexes and administrative offices as July 1, 2018.

☒ **Project-Based Vouchers.** Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan (24 CFR §903.7(b)).

In December 2022, in accordance with 24 CFR 983.6(d), we requested permission to project base no more than 40 vouchers through using a Request for Proposals. The RFP was posted in January 2023.

NNRHA received approval from the Department of Housing and Urban Development to use project based vouchers within out 20% limit of budget authority. The Department of Housing and Urban Development (HUD) requires that we provide them with a subsidy layering review and environmental review reports for their approval before we enter into a Housing Assistance Payment contract. The subsidy layering review is intended to prevent excessive public assistance from other local, state and federal housing agencies. Project based vouchers help promote deconcentration of poverty and provides alternate affordable housing opportunities for families in Newport News.

☒ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR §990.145(a)(1).

The Authority will continue ongoing renovations of residential units at Marshall Courts. The renovations include removal of mansard roofing and exterior renovations, new windows and exterior doors, new lighting (interior and exterior) the construction of new porches, stoops and roofs, removal and replacement of plumbing fixtures and water heaters, replacement of HVAC equipment, renovations to the kitchens including new cabinets and appliances, New flooring throughout the units, renovated bathrooms. The units undergoing renovations must be vacant to perform the work. This work has been approved in previous HUD approved PHA Annual plans. All units planned for rehab at Marshall Courts have been renovated.

Aqueduct Apartments-NNRHA plans to undertake the renovations of the Aqueduct Apartments as well as the Community Center. The work included kitchen and bathroom upgrades, new flooring.

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

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

The Authority intends to apply for funding under the Capital Fund Emergency Safety and Security Grant for FY2020-21 to address safety and security threats that pose a risk to the health and safety of public housing residents due to violent crimes or property related crimes within any of its public housing communities that meet HUD's eligibility requirements.

- B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))
- B.4 Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR §903.7(g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on March 19, 2021"
- B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

#### I. Housing Management

The Authority currently has 839 units of public housing located throughout the City and administers 3,068 Housing Choice Vouchers (Section 8). Housing activities in 2022 included:

- One hundred twenty five (125) new Housing Choice Vouchers (HCV) (Section 8) participants received vouchers.
- One hundred six (106) new families leased a public housing unit in 2022.
- The public housing lease rate for the year was 96.00%.
- There were 287 public housing applications and 313 Section 8 applications processed in 2022.
- The Authority's Maintenance Department completed 7,819 work orders in 2022.
- On December 31, 2022 there were 600 families on the Section 8 and Public Housing waiting lists.
- NNRHA was awarded 32 Emergency Housing Vouchers to assist families who are Homeless or have a higher risk of Housing Instability. This partnership is between Continium of Care and NNRHA.
- The Lift & Connect Resource Center in Newport News, VA was designated an EnVision Center demonstration site: The site aligns with the EnVision Center goal to empower households towards self-sufficiency and will provide our community with support in the four pillars: Economic Empowerment, Educational Advancement, Health and Wellness, and Character and Leadership.
- The Virginia Fair Housing Law has been amended to include the following Protected Classes: They are included in all marketing materials, advertisements, policy documents and our website:

1. Race
2. Color
3. Religion
4. National Origin
5. Sex
6. Elderliness
7. Familiar Status
8. Disability
9. Source of Funds
10. Sexual Orientation
11. Gender Identity
12. Military Status

Total Affordable Housing Inventory Type:

<u>Name</u>	<u># of Units</u>	<u>Type</u>
Lassiter Courts 811 C Taylor Avenue Newport News, VA 23607	100	LIHTC-RAD
Marshall Courts 741 34 <sup>th</sup> Street Newport News, VA 23607	347	Public Housing
*Oyster Point 550 Blue Point Terrace Newport News, VA 23602	96	LIHTC-RAD
Aqueduct 13244 Aqueduct Drive Newport News, VA 23602	262	Public Housing
*Cypress Terrace 25 Teardrop Lane Newport News, VA 23608	82	LIHTC-RAD
Pinecroft 75 Wellesley Drive Newport News, VA 23606	140	Public Housing

*Brighton 810 Brighton Lane #93 Newport News, VA 23602	100	LIHTC-RAD
Spratley House 651 25 <sup>th</sup> Street Newport News, VA 23607	50	LIHT-RAD
*Ashe Manor 900 36 <sup>th</sup> Street Newport News, VA 23607	50	LIHTC/Public Housing
*Orcutt Townhomes I 900 36 <sup>th</sup> Street Newport News, VA 23607	40	LIHTC/Public Housing
*Orcutt Townhomes III 900 36 <sup>th</sup> Street Newport News, VA 23607	30	LIHTC
*Great Oak 1 Great Oak Circle Newport News, VA 23606	143	LIHTC-RAD
*Lofts on Jefferson c/o Newport News Redevelopment and Housing Authority P.O. Box 797 Newport News, VA 23607	14	VHDA Reach Loan
*Jefferson Brookville 2501 Jefferson Avenue Newport News, VA 23607	50	LIHTC-RAD Permanent Loan
Total	1504	

\*Financed by Virginia Housing Development Authority

## II. Community Services

The Authority provides a number of services and programs for its residents. Program accomplishments and related awards are listed below.

- In May, 2022 the Scholarship Program generated \$26,000 for scholarships and financial aid assistance for residents living in public housing and housing choice voucher clients. Twelve individuals, 2 graduating high school students and 10 adults, received scholarships to continue their education.
- The Authority's Volunteer Tax Assistance (VITA) program made twenty eight (28) referrals for returns.
- **Omega Psi Phi** – Kappa Iota Iota Chapter of Omega Psi Phi, Inc. coordinated with Community Resources staff and delivered Thanksgiving greetings and food baskets to 20 seniors at Pineroft Apartments. They also provided Christmas food baskets and gifts for 10 seniors residing at Spratley House and 10 seniors at Ashe Manor.
- The Family Self Sufficiency (FSS) programs enrolled sixteen (16) (Public Housing and HCV) new participants during the year. A total of two (2) participants purchased homes.
- **Senior Holiday Lunches** – Dominion Terminal Associates provided two hundred and seven (207) boxed deli lunches from TASTE. Each senior also received a \$10.00 Walmart gift card. Communities included: Pineroft Apartments, Spratley House, Ashe Manor, Lassiter Courts, Jefferson Brookville, Marshall Courts, Orcutt Townhomes I and Orcutt Townhomes III. The Newport News Police department assisted NNRHA staff with distribution of the lunches on Friday, December 16, 2022.
- **Domestic Violence Awareness** - Newport News Police Department (NNPD) teamed up with the NNRHA to provide information about domestic violence to the communities of Pineroft Apartments, Spratley House, Ashe Manor, Cypress Terrace, Aqueduct and NNRHA Staff. An empowering training educated participants about domestic violence prevention, signs of domestic abuse, how to help someone in an abusive relationship, ending the culture of silence, where and how to turn for help.
- **Medicare Enrollment Education (Seniors)** - Medicare enrollment sessions (9) were provided by 3 licensed independent insurance agents representing 6 companies. Seniors from Spratley House, Ashe Manor, and Pineroft Apartments attended educational sessions focused on plan changes and benefits. Seniors then had the opportunity to meet individually with the agents to discuss their health needs and which plan suits them best.

- **Case Management (Seniors)** In 2022, Community Resources staff assisted 133 senior and disabled residents with applying for or maintaining benefits, 121 with coordinating health care services and 58 with addressing mental health needs. Community Resources staff coordinated with NNDHS, HNNCSB, InnovAge PACE, Jencare, PAA, Riverside Hospital, physicians, home health companies, and other community partners in order to provide needed services.
- **Education and Social Engagement (Seniors)** - Community Resources staff coordinated with NNFD to host "Fire & Fall Prevention" sessions in senior communities. Staff also coordinated with Jencare, InnovAge/PACE, Serve the City, Benefit Plan Services, and other community partners to provide health and financial education, as well as social activities (ex. paint parties, chair zumba, bingo).
- **St. Vincent De Paul Catholic Church** - Community Resources staff coordinated with St. Vincent's member/volunteers and delivered 10 Thanksgiving baskets to families in Marshall Courts and Aqueduct. The church also provided Christmas gifts and clothing to 10 families (43 people) in those same communities.
- **Point In Time (Community Volunteering)** - Community Resources staff participated in the annual city wide "Point In Time" count on January 27<sup>th</sup> which is conducted to assess the number of persons experiencing homelessness. Teams of volunteers from community agencies completed assessments in James City County, Newport News and Hampton. The data collected during the "Point In Time" count will be used by the state and federal government to plan funding for programs whose goal is to end homelessness.
- **Earth Day 2022 (Community Volunteering)** - Community Resources staff volunteered on April 22<sup>nd</sup> to beautify The Noland Trail at Mariner's Museum. Volunteers assisted park staff with a variety of trail maintenance tasks to help keep the trail beautiful and functional for local citizens.
- NNRHA in partnership with Kimberly Hobbs, Owner, CEO, AllWays There Home Health Care offered (3) Free two week 40 hours Personal Care Aide training to 28 residents of NNRHA. On May 9, 2022, July 11, 2022 and October 10, 2022. Twelve (12) residents graduated and were employed by Ms. Hobbs.

### III. Community Development and Capital Improvements

- Since 2016, the Authority has converted and renovated six (6) of its public housing communities (Oyster Point, Brighton, Cypress Terrace, Orcutt Townhomes III, Lassiter Courts and Spratley House), under the Rental Assistance Demonstration (RAD) program. A total of 458 residential units have been converted.
- NNRHA, in conjunction with planning and underwriting the Orcutt Townhomes RAD conversion, its seventh, has received a CHAP contract, secured a set aside of LIHTC and a commitment for equity. A related NNRHA application for \$2.1 million has been submitted to the Virginia Department of Housing and Community Development (VADHCD). Subject to this approval, this funding will be combined with the aforementioned monies and \$3,887 million in Capital Program funds and included in a RAD financing plan to be submitted to HUD. This approval will be followed by receipt of a RAD conversion commitment (RCC) and closing on this conversion. Thereafter, residents will be temporarily relocated to enable renovations to begin. Such work will take from 10-11 months to complete followed by the return of residents to the project.
- Completed the Marshall Courts Phase V renovations, which are a continuation of the ongoing comprehensive renovations of this community. This phase included twenty (20) residential apartments. The upgrades include removal of mansard roofing and exterior renovations, new windows and exterior doors, new lighting (interior and exterior), construction of new porches, stoops and roofs, removal and replacement of plumbing fixtures and water heaters, replacement of HVAC equipment, renovations to the kitchens including new cabinets and appliances, new flooring throughout the units and renovated bathrooms.
- In late 2020, NNRHA began Marshall Courts Phase VI renovations. This phase involves the renovations of twelve (12) residential four (4) bedroom apartments. Exterior upgrades include new roofing, exterior siding, windows, and doors. Other improvements include LED lighting, (interior and exterior), new electrical upgrades and new fixtures. Renovations also include replacing water heaters, kitchen and bathroom fixtures, HVAC equipment, new kitchen cabinets, appliances and new flooring throughout the apartment units.
- In 2019, NNRHA approved the issuance of \$34,780,000 of Multifamily Housing Revenue Bonds to assist two developers in financing a portion of the cost of acquiring, constructing, renovating, rehabilitating, and equipping the multifamily residential rental housing communities. Renovation work associated with those two communities were completed in 2020. The two developers were: 617 Adams Drive LLC - \$16,780,000 and Harbour-Newport News Limited Partnership - \$18,000,000.
- Multifamily Housing Revenue Bonds in the amount of \$18,000,000 and \$7,500,000 were approved in 2020 to assist two developers that are constructing, acquiring, and renovating multifamily residential rental housing projects. The two developers were: Woodlands at Oyster Point - \$18M and Carrier Point II Apartments - \$7.5M.

### C. Other Document and/or Certification Requirements.

- C.1 **Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)
- C.2 **Certification by State of Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- C.3 **Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and

contributing factors within those programs, in accordance with 24 CFR 5.154 or 24 CFR 5.160(a)(3) as applicable; (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

**C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

**C.5 Troubled PHA.** If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

**D. Affirmatively Furthering Fair Housing (AFFH).**

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

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

## D.1 Affirmatively Furthering Fair Housing (AFFH). Continuation

### Actions planned to address obstacles to meeting underserved needs

The primary obstacle to meeting underserved needs in Newport News is a lack of adequate funding. The City will continue efforts to evaluate its administration of CDBG funds in order to meet its affordable housing and community and economic development needs. The City will continue to work collaboratively with NNRHA so that nonprofit entities and businesses will be able to receive grants and/or loans for activities that are allowed under the federal guidelines and best address the needs of the local community. Subject to future funding availability, the City will continue to fund activities that improve and expand the existing housing stock as well as working with developers that offer new affordable housing units for low-income households.

### Actions planned to foster and maintain affordable housing

The City plans to foster and maintain affordable housing through the NNRHA for Newport News residents by continuing to fund activities for homebuyer assistance and housing rehabilitation. The First Time Homebuyer Program makes the home more affordable to low and moderate income residents by assisting with down payment and closing expense. The purpose of housing rehabilitation programs administered by NNRHA is to assist low-income property owners with repairs to meet their needs for safe and decent housing. Rehabilitation is intended to enhance, improve, and preserve neighborhoods. The NNRHA accepts funding applications on an ongoing basis for the development and rehabilitation of affordable housing. The City not only continues to foster and maintain affordable housing choices but also works to affirmatively further fair housing choice. The City continues to be a part of a regional effort, the Hampton Roads Community Housing Resource Board, which works to build awareness and educate the region as a whole on making various housing choices available to all citizens.

**Direct Action -** The most critical component of Affirmatively Furthering Fair Housing as part of the CNI project is providing housing options for the former Ridley Place families. Newport News will continue activities that achieve that through construction of new mixed-income housing that includes replacement units with project based rental assistance with preference for Ridley families, along with additional affordable units at tax credit rents. Ridley families can exercise their preference for the replacement units or may also choose to keep their housing choice voucher and can rent an affordable unit if available. The City of Newport News is providing \$4.7 million for the development of the Downtown Phase of the CNI project. The city is providing \$15M directly to support all phases of the housing developments and another \$18M for infrastructure to support the new Ridley site development. In total the city is providing over \$85 million for the transformation of the community as part of the CNI effort.

### Actions planned to reduce the number of poverty-level families

In order to reduce the number of poverty level families in Newport News, the City and NNRHA periodically review alternatives in available assistance. Such initiatives include small business loans, commercial infrastructure development, community safety initiatives, and programs to economically empower public housing residents. The Choice Neighborhoods Initiative (CNI) will focus on improving and expanding services, expanding learning opportunities, creating pathways to jobs, and strengthening families. Newport News and the Economic Development Authority were awarded a \$480,000 Industrial Revitalization Fund grant in support of the rehabilitation of 2506 Jefferson Avenue for a co-working space which was identified as a Critical Community Improvement through the Choice Neighborhood Initiative. The co-working space, which became operational in June of 2021 and is a location where small businesses and entrepreneurs can have office space or a dedicated desk, obtain technical assistance, attend business management workshops, and receive expert advice on various topics including business planning, industry research, accounting, and capital sources.

The Newport News Urban Development Action Grant (NNUDAG) commercial loan program has continued to be marketed to assist businesses with low interest loans for existing businesses and new start-ups. One objective of this program is the creation of new jobs held by individuals from a low-to-moderate income households. In addition, the City will continue to actively market a Microloan Program created to fund struggling smaller businesses which will aid in stabilization and generation of local job opportunities. Reducing unemployment through job creation is a contributing factor that will aid in eliminating poverty in the Southeast Community.

NNRHA operates the Family Investment Center (FIC) Program at the Marshall Courts Recreation Center to serve the educational and vocational needs of public housing residents. Also, the NNRHA's Family Self-Sufficiency (FSS) program has actively promoted independence for Housing Choice Voucher clients. Participants in the FSS program receive escrowed funds in lieu of rent increases, which can ultimately be used to purchase a home or toward educational expenses.

NNRHA and the City have contracted with Urban Strategies, Inc. to serve as the People Lead implementation entity for the Choice Neighborhoods Marshall Ridley project USI is responsible for coordinating the delivery of people services identified in the CNI People Plan to the former Ridley residents. USI is implementing a case management strategy, which aligns with HUD NOFA guidelines and the needs of the former Ridley Place residents. USI will provide family coaching, case management, and supportive services to all former Ridley residents that are eligible CNI households defined by HUD. They will ensure appropriate case management services are provided to targeted residents so that they can maintain lease compliance and eligibility for units in the new developments and make a successful transition back to the revitalized MRCN if that is their choice. USI is coordinating with NNRHA relocation staff to address any known barriers that will hinder a smooth transition for families who choose to return to the revitalized housing. USI will also support other service providers and community leaders in addressing potential barriers to resident re-occupancy (e.g., unpaid utility balances, rent balances, etc.).

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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.

## Financial Resources - NNRHA FY 2023

## REVENUE

Gross Potential Rent	\$ 2,383,695
Less: Vacancy Loss	(74,103)
Net Tenant Rental Revenue	2,309,591
Total Subsidy Eligibility	4,202,462
Less: Est. Proration @ 98%	(84,049)
Net Operating Subsidy	4,118,413
Total Housing Revenue	6,428,004
Non-dwelling Rentals	35,887
Excess Utility Charges	20,000
Capital Fund (520) Operating (1406)	431,909
Capital Mgmt/Safety Improvements (1408)	100,000
Donations from City	50,000
Investment Income	2,650
Tenant Charges & Services	53,900
<b>Total Revenue</b>	<b>\$ 7,122,350</b>

## EXPENSES

Administrative Salaries + Benefits	\$ 698,661
Occupancy Salaries + Benefits	82,787
Rent Collection Salaries + Benefits	6,330
Work Order Salary + Benefits	61,224
Audit	28,380
Property Mgmt Fee	\$ 76.89 927,976
Bookkeeping Fee	\$ 7.50 73,034
Training	14,500
Advertising/Marketing	5,300
VHDA Monitoring	3,150
Travel/Local	235
Legal	15,900
Administrative/Operating	158,218
<b>Total Administrative</b>	<b>2,075,695</b>
Resident Services Salaries+Ben	211,947
Resident Services Activities (\$25/ea)	20,325
Neigh. Network Lab Sal. & Ben.	66,774
<b>Total Tenant Services</b>	<b>299,047</b>
Gas	93,150
Electric	367,400
Water	341,500
Sanitation/SW fee	828,000
<b>Total Utilities</b>	<b>1,630,050</b>
Maintenance Salaries + Benefits	570,050
Overtime/Oncall (4% of salaries)	22,802
Specialized Maintenance Standard	12,900
FFS HVAC	18,275
Maintenance Materials	372,000
<b>Contracts:</b>	
Janitorial/Make Ready Cleaning	58,100
Grounds	84,400
Structure	86,000
Painting	45,000
Plumbing/Gas	118,000
Electric	62,000
HVAC	99,000
Elevator	28,100
HQS Inspections \$12/unit	10,068
Auto Repair	10,100
Pest Control	56,000
Trash Removal	1,500
Other	16,300
<b>Total Maintenance</b>	<b>1,670,595</b>
Security Salaries + Benefits	57,879
Materials	5,900
Contracts/Alarm Systems	29,600
Police Services	50,000
<b>Total Protective Services</b>	<b>143,379</b>
General Liability	47,100
Property	252,000
Executive Protection	9,400
Property Manager Error & Omissions	2,135
Umbrella Insurance	7,255
Workmen's Compensation	29,666
Auto Insurance	18,200
<b>Total Insurance</b>	<b>365,756</b>
PILOT	73,543
Terminal Leave Payments	9,493
Collection Loss (2% of rents)	46,192
Other: Sub/Mem Dues	6,170
<b>Total General Expenses</b>	<b>135,398</b>
N/R Extra Ordinary Maint.	2,000
N/R Nonexpendable Equip.	2,500
<b>Total Non Routine Expenses</b>	<b>4,500</b>
<b>Total Expenses (excluding Asset Management Fee)</b>	<b>6,324,419</b>
Asset Management Fee	100,680
<b>Total Expenses</b>	<b>6,425,099</b>
<b>Cash Flow From Operations</b>	<b>\$ 697,251</b>



# NNRHA HUD Capital Improvements

## 5 Year Plan FFY 2023-2027

2023	Anticipated Budget	Proposed Revised Obligations	Anticipated \$
	\$ 3,639,100.00		
		Administration	\$ 363,910.00
		Operations	\$ 363,910.00
		Management Improvements	\$ 50,000.00
		Aqueduct Ongoing Renovations	\$ 1,239,280.00
		Aqueduct Pest	\$ 275,000.00
		Aqueduct Sewer System	\$ 600,000.00
		Pinecroft Trash Compactor	\$ 60,000.00
		Pinecroft Repaving	\$ 265,000.00
		Ashe Manor Repaving	\$ 85,000.00
		Wilbern Repaving	\$ 37,000.00
		Wilbern HVAC	\$ 300,000.00
		Total Revised Proposed 2023	\$ 3,639,100.00

2024	Anticipated Budget	Proposed Revised Obligations	Anticipated \$
	\$ 3,750,000.00		
		Operations	\$ 375,000.00
		Management Improvements	\$ 50,000.00
		Administration	\$ 375,000.00
		Wilbern Ongoing Renovations	\$ 500,000.00
		Pinecroft Ongoing Renovations	\$ 500,000.00
		Aqueduct Ongoing Renovations	\$ 900,000.00
		Marshall Ongoing Renovations	\$ 600,000.00
		Ashe Manor Ongoing Renovations	\$ 450,000.00
		Total Revised Proposed 2024	\$ 3,750,000.00

2025	Anticipated Budget	Proposed Revised Obligations	Anticipated \$
	\$ 3,600,000.00		
		Operations	\$ 360,000.00
		Management Improvements	\$ 50,000.00
		Administration	\$ 360,000.00
		Aqueduct Ongoing Renovations	\$ 1,550,000.00
		Marshall Ongoing Renovations	\$ 430,000.00
		Pinecroft Ongoing Renovations	\$ 425,000.00
		Ashe Manor Ongoing Renovations	\$ 425,000.00
		Total Revised Proposed 2025	\$ 3,600,000.00

2026	Anticipated Budget	Proposed Revised Obligations	Anticipated \$
	\$ 3,550,000.00		
		Operations	\$ 355,000.00
		Management Improvements	\$ 50,000.00
		Administration	\$ 355,000.00
		Aqueduct Ongoing Renovations	\$ 500,000.00
		Marshall Court Ongoing	\$ 1,050,000.00
		Pinecroft Ongoing Renovations	\$ 670,000.00
		Ashe Manor Ongoing Renovations	\$ 570,000.00
		Total Revised Proposed 2026	\$ 3,550,000.00
2027	Anticipated Budget	Proposed Revised Obligations	Anticipated \$
	\$ 3,400,000.00		
		Operations	\$ 340,000.00
		Management Improvements	\$ 50,000.00
		Administration	\$ 340,000.00
		Marshall Exterior Maintenance	\$ 750,000.00
		Aqueduct Ongoing Renovation	\$ 900,000.00
		Pinecroft Ongoing Renovations	\$ 460,000.00
		Ashe Manor Ongoing Renovations	\$ 560,000.00
		Total Revised Proposed 2027	\$ 3,400,000.00

\*SUBJECT TO 5YR CAPITAL FUND PLAN APPROVAL\*