

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	<b>U.S. Department of Housing and Urban Development</b> <b>Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b> <b>Expires: 02/29/2016</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** Form HUD-50075-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 of 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, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																																
A.1	<p> <b>PHA Name:</b> Delaware County Housing Authority <b>PHA Code:</b> PA023  <b>PHA Type:</b> <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 04/01/2020  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> 609 <b>Number of Housing Choice Vouchers (HCVs)</b> 2879 <b>Total Combined Units/Vouchers</b> 3488  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> <b>Availability of Information.</b> PHAs must have the elements listed below in sections B and C 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. </p> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" data-bbox="164 1444 1453 1932"> <thead> <tr> <th data-bbox="164 1444 440 1514" rowspan="2">Participating PHAs</th> <th data-bbox="440 1444 573 1514" rowspan="2">PHA Code</th> <th data-bbox="573 1444 870 1514" rowspan="2">Program(s) in the Consortia</th> <th data-bbox="870 1444 1144 1514" rowspan="2">Program(s) not in the Consortia</th> <th colspan="2" data-bbox="1144 1444 1453 1514">No. of Units in Each Program</th> </tr> <tr> <th data-bbox="1144 1514 1289 1612">PH</th> <th data-bbox="1289 1514 1453 1612">HCV</th> </tr> </thead> <tbody> <tr> <td data-bbox="164 1514 440 1612">Lead PHA:</td> <td data-bbox="440 1514 573 1612"></td> <td data-bbox="573 1514 870 1612"></td> <td data-bbox="870 1514 1144 1612"></td> <td data-bbox="1144 1514 1289 1612"></td> <td data-bbox="1289 1514 1453 1612"></td> </tr> <tr> <td data-bbox="164 1612 440 1711"></td> <td data-bbox="440 1612 573 1711"></td> <td data-bbox="573 1612 870 1711"></td> <td data-bbox="870 1612 1144 1711"></td> <td data-bbox="1144 1612 1289 1711"></td> <td data-bbox="1289 1612 1453 1711"></td> </tr> <tr> <td data-bbox="164 1711 440 1810"></td> <td data-bbox="440 1711 573 1810"></td> <td data-bbox="573 1711 870 1810"></td> <td data-bbox="870 1711 1144 1810"></td> <td data-bbox="1144 1711 1289 1810"></td> <td data-bbox="1289 1711 1453 1810"></td> </tr> <tr> <td data-bbox="164 1810 440 1932"></td> <td data-bbox="440 1810 573 1932"></td> <td data-bbox="573 1810 870 1932"></td> <td data-bbox="870 1810 1144 1932"></td> <td data-bbox="1144 1810 1289 1932"></td> <td data-bbox="1289 1810 1453 1932"></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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<b>B.</b>	<b>Annual Plan Elements</b>
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y    N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p><b>ATTACHED AS B.1 IS THE SUPPORT DOCUMENTATION FOR EACH ITEM LISTED ABOVE INCLUDING THOSE THAT REQUIRED NO UPDATE.</b></p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p>
<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 type="checkbox"/> <input checked="" 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 checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input 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 checked="" type="checkbox"/> <input 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>Civil Rights Certification.</b></p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>B.4</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y    N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>

B.5	<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> <p>ATTACHED AS B.5.</p>
B.6	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y <input checked="" type="checkbox"/> N <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>Minutes of the meeting with DCHA residents are attached along with sign in sheet and meeting notice.</p>
B.7	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <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>
B.8	<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 <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	<p><b>Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
C.1	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>HUD APPROVED DCHA'S 5 YEAR ACTION PLAN AUGUST 2018.</p> <p>ATTACHED AS C.1. IS THE 5 YEAR ACTION PLAN FOR 2019 TO 2023.</p> <p>Proof of publication for public hearing is attached to this document.</p>

# 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.

**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. Annual Plan. All PHAs must complete this section.

#### B.1 Revision of 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. 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 and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#)) Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

☐ **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\(b\)](#))

☒ **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\(c\)](#))

☐ **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\(d\)](#))

☒ **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\(e\)](#))

☐ **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\(f\)](#))

☐ **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\(k\)](#))

☐ **Community Service and Self Sufficiency Programs.** Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)](#)) 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 under Section 3 and FSS. ([24 CFR §903.7\(l\)](#))

☐ **Safety and Crime Prevention.** 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))

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

☐ **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))

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

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

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

**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: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **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: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Demolition and/or Disposition.** Describe any public housing 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; 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. 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))

☐ **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, and; 5) the number of units affected. **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(i)(C))

☐ **Conversion of Public Housing.** 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))

☐ **Conversion of Public Housing.** 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 assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](#)

☐ **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))

☐ **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](#). (24 CFR §903.7(e))

☐ **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))

☐ **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\(a\)\(1\)](#).

☐ **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.

**B.3 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, 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 AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

**B.4 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))

**B.5 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.6 Resident Advisory Board (RAB) comments.** If the RAB provided comments to 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)

**B.7 Certification by State or 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.

**B.8 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. 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)

**C. Statement of Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**C.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form- 50075.2 approved by HUD on XX/XX/XXXX."

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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 9.2 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.



**STRATEGY FOR ADDRESSING HOUSING NEEDS  
DELAWARE COUNTY HOUSING AUTHORITY  
2020 PHA PLAN**

**B.1. REVISION OF PHA PLAN ELEMENTS  
STRATEGY FOR ADDRESSING HOUSING NEEDS**

1. DCHA will maximize the number of affordable units available within its current resources by:
  - Employing effective maintenance and management policies to minimize the number of public housing units off-line
  - Reduce turnover time for vacated public housing units
  - Reduce time to renovate public housing units
  - Seek replacement of public housing units lost to the inventory through mixed finance development
  - Maintain or increase Housing Choice Voucher Program lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
  - Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
  - Maintain or increase Housing Choice Voucher Program lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

DCHA plans to conduct or attend Landlord group meetings on an as needed basis.

  - Maintain or increase Housing Choice Voucher lease-up rates by effectively screening Housing Choice Voucher applicants to increase owner acceptance of program
  - Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
2. Increase the number of affordable housing units by:
  - Apply for additional Housing Choice Voucher units should they become available

- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other:

DCHA has increased the number of units for senior citizens/disabled in the completed Parkview Apartments from 21 to 28. Construction has been completed on an additional 48 units that was designated elderly in Delaware County Fairgrounds III and was 100% occupied in the Summer of 2012.

DCHA will explore opportunities to develop assisted living units for senior citizens including consideration of Housing Choice Voucher Project Based Assistance in accordance with current regulations.

Delaware County Housing Development Corporation (DCHDC) is a Pennsylvania non-profit Corporation formed in 1983 by Delaware County Housing Authority (DCHA) to develop, acquire, own, operate and sell housing for low and moderate-income families in Delaware County.

DCHDC owns and operates 104 units of rental housing, has developed and sold 8 newly constructed single-family homes, and owns and participates in a Supportive Housing Program for mentally handicapped individuals.

Two of DCHDC's communities, Noscow Apartments in Marcus Hook Borough, Delaware County and 649 Main Street in Darby Borough, Delaware County, comprising a total of 24 units were acquired and rehabilitated by DCHDC using a tax-exempt qualified Bond issued and held by First Union Bank. The original Bond issued in May of 1989 was refinanced in September 1994 to take advantage of lower interest rates.

DCHDC is participating in a limited partnership with Pennrose Equities in its Studevan School project. DCHDC provides resident and management services as required.

DCHDC is continuing to seek opportunities to develop affordable housing.

DCHDC has completed a Supportive Housing Program collaborating with the County of Delaware, Delaware County Housing Authority, the Delaware County office of Mental Health, and Horizon House (a behavioral health provider). This project involved acquisition and ownership of four separate properties in three municipalities by DCHDC. Rehabilitation, maintenance and management of the property by DCHA and Supportive Services provided by



Horizon House. All four properties are now occupied. Horizon House maintains supportive service staff at one property to service all four sites. Financing for this project came from a HUD Supportive Housing Program Grant, Delaware County Home Funds, and an Equity contribution from DCHDC.

3. Target available assistance to families at or below 30 % of AMI

- Adopt rent policies to support and encourage work

4. Target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other:

DCHA's waiting list is not reflective of the need for housing of the families in the 30 – 80% AMI group. DCHA will attempt to attract families in this group to the waiting list.

5. Target available assistance to the elderly:

- Apply for special-purpose vouchers targeted to the elderly, should they become available

DCHA will investigate, and develop where appropriate, homeownership opportunities for the near-elderly and young senior citizens seeking homeownership.

6. Target available assistance to Families with Disabilities:

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available

DCHA is administering and is working with disability advocacy groups. Freedom Valley Disability Enablement Incorporation and Disability Housing Options Team (DHOT) to aid in the provision of support services to include:

Assisting in identifying voucher eligible applicants.

Assisting potential voucher recipients in locating the appropriate housing.

If modifications to the residence are needed, assisting recipients in funding the appropriate assertive technology, installation (i.e., a ramp and the builder/installer) and necessary funding, and

Assisting potential recipients in identifying and coordinating other appropriate support services.

DCHA partners with the Delaware County Office of Behavioral Health Division of Adult and Family Services to administer a variety of “special needs” programs.

Currently collaborative efforts include the Shelter Plus Care Program and a tenant-based assistance program for homeless drug and alcohol dependent individuals and dual diagnosis individuals.

DCHA is continuing its longstanding relationships with a variety of county agencies representing “special needs” populations including the mentally and physically handicapped/disabled, homeless persons in drug and alcohol treatment programs and victims of domestic violence. DCHA will continue to expand housing opportunities for these groups through referrals from advocate groups and targeting of assistance groups in existing assisted housing programs. Case management by these advocates is an integral part of these housing opportunities. These advocates include Horizon House and Family and Community Services of Delaware County.

- Affirmatively market to local non-profit agencies that assist families with disabilities

Administer the VASH program – work side by side with the Veterans Administration Medical Center (VAMC)

Administer the Mainstream program – work side by side with Disability Housing Options Team and the Homeless Services Coalition committing to the coordination of housing and services provided.

Collaborative efforts will include working with PHFA in administering the TBRA program for clients leaving nursing homes who are ready to live in permanent independent housing.

7. Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

DCHA will affirmatively market its Calcon Gardens, Highland Homes and Parkview Homes, Parkview Apartments, The Mills at Parkview, Fairground Homes and Kinder Park units in accordance with its Affirmative Fair Housing Marketing Plan.

8. Conduct activities to affirmatively further fair housing

- Market the Housing Choice Voucher program to owners outside of areas of poverty /minority concentrations

Attend or conduct Landlord group meetings at various locations.

**Reasons for Selecting Strategies**

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups

**DELAWARE COUNTY HOUSING AUTHORITY  
2019 PHA PLAN  
B.1. REVISION OF PHA PLAN ELEMENTS**

**STATEMENT OF HOUSING NEEDS**

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Affordability</b>	<b>Supply</b>	<b>Quality</b>	<b>Accessibility</b>	<b>Size</b>	<b>Location</b>
Income <= 30% of AMI	11,285	5	5	5	5	5	5
Income >30% but <=50% of AMI	8,710	4	4	4	4	4	4
Income >50% but <80% of AMI	4,520	3	3	3	3	3	3
Elderly	6,830	5	5	5	5	5	5
Households with mobility and self care limitation <80%	4,670	5	5	5	5	5	5
Black/Non - Hispanic <80%	14,240	4	4	4	4	4	4
Hispanic <80%	934	3	3	3	3	3	3
Race/Ethnicity							
Race/Ethnicity							

**Housing Needs of Families on the Public Housing  
and Housing Choice Voucher Site Based Waiting  
Lists**

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

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

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	451		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children			
Elderly families	313	69.4%	
Families with Disabilities	207	45.9%	
Race/ethnicity (White)	114	25.3%	
Race/ethnicity (Black)	288	63.9%	
Race/ethnicity (Asian/Other)	12	2.7%	
Race/ethnicity (Hispanic)	22	4.9%	
Characteristics by Bedroom Size (PH Only)			
1 BR	450	99.8%	
2 BR	42	9.3%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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

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

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Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4812		
Extremely low income <=30% AMI	8784	89.4%	
Very low income (>30% but <=50% AMI)	7576	75.2%	
Low income (>50% but <80% AMI)	741	9.0%	
Families with children			
Elderly families	978	9.9%	
Families with Disabilities	7289	75.0%	
Race/ethnicity (White)	7760	77.1%	
Race/ethnicity (Black)	8738	89.2%	
Race/ethnicity (Asian/Other)	954	9.6%	
Race/ethnicity (Hispanic)	655	6.6%	
Characteristics by Bedroom Size (PH Only)			
7 BR	3281	35.3%	
9 BR	6773	67.4%	
3 BR	6378	62.0%	
2 BR	42	7.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			



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

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Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	5841		
Extremely low income <=30% AMI	2873	83.7%	
Very low income (>30% but <=50% AMI)	836	12.2%	
Low income (>50% but <80% AMI)	103	1.8%	
Families with children			
Elderly families	95	1.1%	
Families with Disabilities	714	14.4%	
Race/ethnicity (White)	912	10.5%	
Race/ethnicity (Black)	2825	83.4%	
Race/ethnicity (Asian/Other)	124	4.2%	
Race/ethnicity (Hispanic)	379	9.5%	
Characteristics by Bedroom Size (PH Only)			
1 BR	73	1.3%	
4 BR	496	2.9%	
3 BR	5985	67.7%	
2 BR	73	1.3%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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<b>Housing Needs of Families on the Waiting List</b>			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	5841		
Extremely low income <=30% AMI	2141	86.6%	
Very low income (>30% but <=50% AMI)	756	69.3%	
Low income (>50% but <80% AMI)	643	4.6%	
Families with children			
Elderly families	674	3.3%	
Families with Disabilities	6047	61.1%	
Race/ethnicity (White)	177	63.1%	
Race/ethnicity (Black)	2860	84.5%	
Race/ethnicity (Asian/Other)	655	4.1%	
Race/ethnicity (Hispanic)	207	1.0%	
Characteristics by Bedroom Size (PH Only)			
6 BR	4146	29.1%	
4 BR	3881	99.1%	
3 BR	4779	56.2%	
2 BR	6927	48.3%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	5841		
Extremely low income <=30% AMI	2141	86.6%	
Very low income (>30% but <=50% AMI)	756	69.3%	
Low income (>50% but <80% AMI)	643	4.6%	
Families with children			
Elderly families	674	3.3%	
Families with Disabilities	6047	61.1%	
Race/ethnicity (White)	177	63.1%	
Race/ethnicity (Black)	2860	84.5%	
Race/ethnicity (Asian/Other)	655	4.1%	
Race/ethnicity (Hispanic)	207	1.0%	
Characteristics by Bedroom Size (PH Only)			
6 BR	4146	29.1%	
4 BR	3881	99.1%	
3 BR	4779	56.2%	
2 BR	6927	48.3%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4008		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children			
Elderly families	102	1.9%	
Families with Disabilities	1075	11.4%	
Race/ethnicity (White)	856	4.5%	
Race/ethnicity (Black)	7642	85.2%	
Race/ethnicity (Asian/Other)	990	9.2%	
Race/ethnicity (Hispanic)	577	6.2%	
Characteristics by Bedroom Size (PH Only)			
1 BR	161	1.8%	
9 BR	7158	74.5%	
3 BR	6011	66.7%	
2 BR	73	0.8%	
5 BR	99	0.9%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Waiting List Type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	778		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children			
Elderly families	17	2.2%	
Families with Disabilities	161	20.7%	
Race/ethnicity (White)	137	17.6%	
Race/ethnicity (Black)	601	77.2%	
Race/ethnicity (Asian/Other)	41	5.3%	
Race/ethnicity (Hispanic)	68	8.7%	
Characteristics by Bedroom Size (PH Only)			
1 BR	0	0.0%	
2 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	44140		
Extremely low income <=30% AMI	40244	85.9%	
Very low income (>30% but <=50% AMI)	4762	42.3%	
Low income (>50% but <80% AMI)	203	4.9%	
Families with children			
Elderly families	785	7.4%	
Families with Disabilities	2370	41.6%	
Race/ethnicity (White)	4741	44.1%	
Race/ethnicity (Black)	1661	84.2%	
Race/ethnicity (Asian/Other)	272	2.0%	
Race/ethnicity (Hispanic)	893	9.3%	
Characteristics by Bedroom Size (PH Only)			
4 BR	5632	79.3%	
2 BR	6114	58.9%	
3 BR	7894	70.1%	
7 BR	2268	41.0%	
5 BR	25	0.2%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>			



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	# of families	% of total families	Annual Turnover
Waiting list total	8412		
Extremely low income <=30% AMI	7267	86.2%	
Very low income (>30% but <=50% AMI)	1199	13.9%	
Low income (>50% but <80% AMI)	161	1.4%	
Families with children			
Elderly families	381	6.6%	
Families with Disabilities	1494	19.7%	
Race/ethnicity (White)	1212	16.1%	
Race/ethnicity (Black)	4807	79.0%	
Race/ethnicity (Asian/Other)	195	2.3%	
Race/ethnicity (Hispanic)	692	5.7%	
Characteristics by Bedroom Size (PH Only)			
1 BR	5393	42.4%	
2 BR	4015	49.8%	
3 BR	151	1.8%	
6 BR	32	0.6%	
5 BR	0	0.0%	
5+ BR	6	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Waiting List Type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4127		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children			
Elderly families	20	6.4%	
Families with Disabilities	4100	98.4%	
Race/ethnicity (White)	6331	36.1%	
Race/ethnicity (Black)	1274	21.7%	
Race/ethnicity (Asian/Other)	616	1.8%	
Race/ethnicity (Hispanic)	179	2.5%	
Characteristics by Bedroom Size (PH Only)			
6 BR	0	0.0%	
1 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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

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

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	43102		
Extremely low income <=30% AMI	44706	83.8%	
Very low income (>30% but <=50% AMI)	4260	47.4%	
Low income (>50% but <80% AMI)	617	4.2%	
Families with children			
Elderly families	556	7.4%	
Families with Disabilities	6127	42.8%	
Race/ethnicity (White)	6312	49.7%	
Race/ethnicity (Black)	40696	95.5%	
Race/ethnicity (Asian/Other)	342	6.3%	
Race/ethnicity (Hispanic)	204	1.1%	
Characteristics by Bedroom Size (PH Only)			
4 BR	1344	71.7%	
6 BR	8674	10.1%	
3 BR	5881	73.3%	
7 BR	81	0.1%	
5 BR	36	0.6%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	43011		
Extremely low income <=30% AMI	5302	70.1%	
Very low income (>30% but <=50% AMI)	227	5.9%	
Low income (>50% but <80% AMI)	435	4.0%	
Families with children			
Elderly families	541	3.9%	
Families with Disabilities	6336	42.8%	
Race/ethnicity (White)	6346	42.2%	
Race/ethnicity (Black)	9901	25.8%	
Race/ethnicity (Asian/Other)	345	6.7%	
Race/ethnicity (Hispanic)	882	1.8%	
Characteristics by Bedroom Size (PH Only)			
4 BR	5133	73.4%	
6 BR	8703	17.3%	
3 BR	5952	75.1%	
7 BR	6043	45.7%	
5 BR	79	0.7%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	8435		
Extremely low income <=30% AMI	1270	83.3%	
Very low income (>30% but <=50% AMI)	2360	25.3%	
Low income (>50% but <80% AMI)	259	2.8%	
Families with children			
Elderly families	603	6.9%	
Families with Disabilities	2300	25.2%	
Race/ethnicity (White)	2059	26.6%	
Race/ethnicity (Black)	1074	86.6%	
Race/ethnicity (Asian/Other)	627	6.5%	
Race/ethnicity (Hispanic)	598	4.3%	
Characteristics by Bedroom Size (PH Only)			
2 BR	3816	99.8%	
6 BR	4187	18.4%	
3 BR	3979	90.5%	
9 BR	25	0.6%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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

Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4113		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children			
Elderly families	276	2.9%	
Families with Disabilities	2269	27.4%	
Race/ethnicity (White)	2321	24.6%	
Race/ethnicity (Black)	5841	41.4%	
Race/ethnicity (Asian/Other)	607	6.4%	
Race/ethnicity (Hispanic)	537	4.0%	
Characteristics by Bedroom Size (PH Only)			
2 BR	623	6.8%	
6 BR	1034	48.8%	
3 BR	7182	12.2%	
7 BR	6531	33.2%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			



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Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4413		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children			
Elderly families	384	39.8%	
Families with Disabilities	276	18.3%	
Race/ethnicity (White)	363	97.5%	
Race/ethnicity (Black)	294	19.0%	
Race/ethnicity (Asian/Other)	93	9.0%	
Race/ethnicity (Hispanic)	55	6.2%	
Characteristics by Bedroom Size (PH Only)			
4 BR	4451	77.6%	
9 BR	75	8.9%	
3 BR	0	0.0%	
6 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	41305		
Extremely low income <=30% AMI	40327	87.1%	
Very low income (>30% but <=50% AMI)	4632	47.4%	
Low income (>50% but <80% AMI)	102	4.6%	
Families with children			
Elderly families	790	7.0%	
Families with Disabilities	1428	46.2%	
Race/ethnicity (White)	4548	41.3%	
Race/ethnicity (Black)	40001	84.3%	
Race/ethnicity (Asian/Other)	162	1.1%	
Race/ethnicity (Hispanic)	819	2.6%	
Characteristics by Bedroom Size (PH Only)			
4 BR	7386	35.6%	
1 BR	6954	27.2%	
3 BR	2051	79.1%	
7 BR	3459	15.6%	
5 BR	4561	41.8%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Waiting List Type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	40158		
Extremely low income <=30% AMI	27320	81.6%	
Very low income (>30% but <=50% AMI)	4780	23.6%	
Low income (>50% but <80% AMI)	343	2.6%	
Families with children			
Elderly families	2245	5.5%	
Families with Disabilities	1174	42.9%	
Race/ethnicity (White)	3174	27.0%	
Race/ethnicity (Black)	25161	75.6%	
Race/ethnicity (Asian/Other)	119	4.4%	
Race/ethnicity (Hispanic)	2484	6.3%	
Characteristics by Bedroom Size (PH Only)			
2 BR	0	0.0%	
4 BR	0	0.0%	
3 BR	0	0.0%	
1 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Waiting List Type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3041		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children			
Elderly families	2	0.7%	
Families with Disabilities	5	0.7%	
Race/ethnicity (White)	544	94.1%	
Race/ethnicity (Black)	7762	23.3%	
Race/ethnicity (Asian/Other)	16	9.5%	
Race/ethnicity (Hispanic)	913	1.6%	
Characteristics by Bedroom Size (PH Only)			
9 BR	0	0.0%	
7 BR	0	0.0%	
3 BR	0	0.0%	
1 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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	# of families	% of total families	Annual Turnover
Waiting list total	418		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children			
Elderly families	27	74.7%	
Families with Disabilities	67	39.2%	
Race/ethnicity (White)	50	75.3%	
Race/ethnicity (Black)	423	67.7%	
Race/ethnicity (Asian/Other)	40	5.4%	
Race/ethnicity (Hispanic)	42	6.4%	
Characteristics by Bedroom Size (PH Only)			
4 BR	0	0.0%	
7 BR	0	0.0%	
3 BR	0	0.0%	
2 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			

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Housing Needs of Families on the Waiting List			
Waiting List Type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	35541		
Extremely low income <=30% AMI	2756	7.2%	
Very low income (>30% but <=50% AMI)	922	0.6%	
Low income (>50% but <80% AMI)	39	0.2%	
Families with children			
Elderly families	9287	6.2%	
Families with Disabilities	1708	90.8%	
Race/ethnicity (White)	6671	28.1%	
Race/ethnicity (Black)	96366	17.2%	
Race/ethnicity (Asian/Other)	652	2.8%	
Race/ethnicity (Hispanic)	9004	5.6%	
Characteristics by Bedroom Size (PH Only)			
2 BR	0	0.0%	
9 BR	0	0.0%	
3 BR	0	0.0%	
7 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)?    No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year?    No <input type="checkbox"/> Yes <input type="checkbox"/> Does the PHA permit specific categories of families onto the waiting list, even if generally closed?    No <input type="checkbox"/> Yes <input type="checkbox"/>			



**DELAWARE COUNTY HOUSING AUTHORITY  
2020 PHA PLAN**

**B.1. REVISION OF PHA PLAN ELEMENTS  
ELIGIBILITY, SELECTION AND ADMISSION  
POLICIES INCLUDING DECONCENTRATION  
AND WAIT LIST PROCEDURES**

**Public Housing**

**Eligibility**

- DCHA verifies eligibility for admission to public housing at the time the offer is made for an available unit
- DCHA conducts the following screenings to establish eligibility for admission to public housing.
  - o Criminal or Drug-related activity (DCHA utilizes National Tenant Network which accesses Federal, State and Local criminal records.)
  - o Rental history
  - o Housekeeping
  - o Credit Checks

**Waiting List Organization**

- DCHA has established site based waiting lists for its public housing communities.
- DCHA implemented on-line Housing Assistance Application in May 2016. To apply for DCHA programs an applicant must visit our website at [www.dchal.org](http://www.dchal.org) and apply for housing assistance through RENTCAfe'. DCHA no longer accepts paper applications.

**Assignment**

- Applicants have one (1) unit choice before they fall to the bottom of the waiting list. This policy is consistent across all public housing waiting list types.

**Admissions Preferences**

- Transfers will take precedence over new admissions for the following reasons:
  - o Emergencies
  - o Medical justification
  - o Administrative reasons determined by the PHA

This is outlined in DCHA's Admission and Continued Occupancy Policy

- DCHA has established preferences for admission to public housing which are outlined in the Admission and Continued Occupancy Policy and repeated below.

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence

Other preferences:

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)

### **Occupancy**

- The following is a list of reference materials applicants and residents can use to obtain information about the rules of occupancy of public housing.

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials

Application Packet

Admission Packet

Grievance Procedures

- Residents must notify DCHA of changes in family composition at an annual reexamination and lease renewal and any time family income or a change in family composition causes changes which would result in a change in income of more than \$200 per month.

**Deconcentration Analysis**

Average PHA Income: \$18,267.00

Established Income Range: \$15,527.00 85%  
\$21,007.00 115%

AMP	Status	Average Income
#000001	Below	\$14,209.00
#000003	ABOVE	\$23,162.00

#000006	ABOVE	\$23,680.00
#000008	ABOVE	\$27,685.00
#000010	BELOW	\$15,428.00
#000012	ABOVE	\$22,280.00
#000013	ABOVE	\$30,158.00
#000014	ABOVE	\$23,525.00

## DECONCENTRATION POLICY FOR COVERED DEVELOPMENTS

Development Name	Number of Units	Explanation (If any) <i>[See step 4 at 903.2 ©(iv)]</i>	Deconcentration Policy <b>(if no explanation)</b> <i>[See step 5 at 903.2 ©(v)]</i>
AMP # 000001 Kinder Park	66	The majority of this amp consist of elderly & disabled residents who are on fixed incomes.	
AMP #000003 Parkview	77	The majority of this amp consist of elderly & disabled residents who are on fixed incomes.	
AMP #000006 Calcon	50	This covered Development is a mixed finance development.	
AMP#000008 Wallingford	2	The income characteristics of this development results from the right of original residents to return to the development after revitalization.	
AMP # 0000010 DCFG3	38	This covered Development is a mixed finance development.	
AMP # 0000012 KP1	33	This covered Development is a mixed finance development.	
AMP #0000013 KP2	34	This covered Development is a mixed finance development.	
AMP # 0000014 KP3	38	This covered Development is a mixed finance development.	

## **Eligibility**

- DCHA conducts the following screenings to establish eligibility for admission to the HCV Program.
  - Criminal or Drug-related activity (DCHA utilizes National Tenant Network which accesses Federal, State and Local criminal records.
- DCHA shares the following information with prospective landlords.
  - Criminal or drug-related activity
  - Other (describe below)

## **INFORMATION TO OWNERS**

In accordance with HUD requirements, DCHA will furnish prospective owners with the family's current addresses as shown in the DCHA's records and, if known to DCHA, the name and address of the landlord at the family's current and prior address.

DCHA will make an exception to this requirement if the family's whereabouts must be protected due to domestic abuse or witness protection.

DCHA will inform owners that it is the responsibility of the landlord to determine the suitability of prospective tenants. Owners will be encouraged to screen applicants for rent payment history, eviction history, damage to units, and other factors related to the family's suitability as a tenant.

A statement of DCHA's policy on release of information to prospective landlords will be included in the briefing packet which is provided to the family.

DCHA will provide documented information regarding tenancy history for the past 3 years to prospective landlords upon request from the landlord.

DCHA will furnish prospective owners with information about the family's rental history, or any history of drug trafficking upon request.

DCHA will provide the following information, based on documentation in its possession:

- Eviction history
- Damage to rental units
- Aspects of tenancy history

## Drug Trafficking by family members

The information will be provided for the last 3 years.

The information will be provided orally.

### **Search Time**

- DCHA gives extensions on standard 60-day period to search for a unit for the following circumstances:

DCHA will extend the term up to 120 days from the beginning of the initial term if the family needs and requests an extension as a reasonable accommodation to make the program accessible to and usable by a family member with a disability. If, as a reasonable accommodation, the family needs an extension in excess of 120 days, DCHA will request such approval from the HUD field office.

A family may request an extension of the Housing Choice Voucher time period. All requests for extensions must be in writing and received prior to the expiration date of the Housing Choice Voucher.

Extensions are permissible at the discretion of DCHA up to a maximum of an additional 30 days primarily for these reasons:

Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial ninety-day period. Verification is required.

DCHA is satisfied that the family has made a reasonable effort to locate a unit including seeking the assistance of DCHA, throughout the initial sixty day period.

The family was prevented from finding a unit due to disability accessibility requirements or larger size bedroom unit requirement. The Search Record is part of the required verification.

### **Admissions Preferences**

- DCHA has established preferences for admission to the HCV Program which are outlined in the HCV Administrative Plan and repeated below.

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence

Other preferences:

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Other preference(s) (list below)

Disabled individuals and families graduating from Continuum of Care and/or Supportive Housing Programs with existing case management support from existing county agencies.

### **Special Purpose Housing Choice Voucher Programs**

- The following is a list of reference materials available to applicants and residents for policies governing eligibility, selection, and admissions to any special-purpose Housing Choice Voucher program administered by DCHA.
  - The Housing Choice Voucher Administrative Plan
  - Briefing sessions and written materials
- The Housing Choice Voucher Programs are advertised to the targeted population through appropriate social service agencies and advocacy groups.

**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.1. REVISION OF PHA PLAN ELEMENTS**  
**STATEMENT OF FINANCIAL RESOURCES**

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2019-2020 grants)</b>		
a) Public Housing Operating Fund	\$2,427,278.00	Operations
b) Public Housing Capital Fund	\$2,083,206.00	Capital Improvements
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$22,619,800.00	Tenant Based Assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g)		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Section 8 New Construction	\$750,987.00	Operations
Supportive Housing Program	\$745,008.00	Assistance for permanent housing for substance abusers, mental health and dually diagnosed clients.
Shelter Plus Care	\$679,814.00	Assistance for homeless people with Aids, Substance Abuse and dully diagnosed clients



<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		Operations
	\$646,000.000	
<b>New Construction Rental</b>		Operations
	\$353,960.00	
<b>4. Other income (list below)</b>		
Rooftop Rental – Verizon Cell Tower located at 1839 Constitution Avenue, Kinder Park Mid-Rise Apartments.	\$31,100.00	Operations
Non-dwelling rent/interest/laundry/proceeds/mgmt fee/HCV admin fees	\$4,197,555.00	Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total Resources</b>	\$34,534,708.00	

**DELAWARE COUNTY HOUSING AUTHORITY**  
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**B.1. REVISION OF PHA PLAN ELEMENTS**  
**RENT DETERMINATION**

**Public Housing**

**Income Based Rent Policies**

Use of discretionary policies:

- DCHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions).

**Minimum Rent**

- a. The minimum rent for DCHA Public Housing Units is \$50.00.
- b. DCHA has adopted a discretionary minimum rent hardship exemption policy and is on file.
- c. DCHA charges rents at a fixed amount or percentage less than 30% of adjusted income.
- d. DCHA plans to employ the following discretionary (optional) deductions and/or exclusions policies:
  - For the earned income of a previously unemployed household member
  - For household heads
  - For other family members

**Rent re-determinations**

A tenant must report changes in income to DCHA any time a family experiences an income increase above \$200.00 per month.

**Flat Rents**

Flat rents are set at no less than 80 percent of the applicable fair market rent.

- The section 8 rent reasonableness study of comparable housing
- Pennsylvania Housing Finance Agency Rent Limits

**AMP #000001****Woodlyn**

Kinder Park Mid-rise	1 Bedroom	\$ 972.00
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**Media**

South Media Homes	3 Bedroom	\$1,006.00
	4 Bedroom	\$1,157.00

Forrest Avenue	2 Bedroom	\$ 789.00
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**AMP #000003****40% AMI    50% AMI**

Parkview Homes and Apartments	1 Bedroom	1 bath	\$ 676.00	\$ 845.00
	2 Bedroom	1.5 bath	\$ 811.00	\$1,013.00
	3 Bedroom	1.5 bath	\$ 937.00	\$1,171.00
	4 Bedroom	2 bath	\$ 1,046.00	\$1,307.00
	5 Bedroom	2 bath	\$ 1,154.00	\$1,442.00

**AMP #000004**

Highland Homes	1 Bedroom	\$ 845.00
	2 Bedroom	\$1,013.00
	3 Bedroom	\$1,171.00

**AMP #000006**

Calcon Gardens	3 Bedroom/Basement Central Air/Dishwasher	\$1,171.00
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**AMP #000007**

Greenhill Court Apartments	1 Bedroom	\$ 745.00
	2 Bedroom	\$ 903.00

Lincoln Park	2 Bedroom/Basement	\$ 822.00
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Calcon Hook Annex	3 Bedroom/Basement Central Air/Garage/Dishwasher	\$1,020.00
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Darby Homes	2 Bedroom	\$ 821.00
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3 Bedroom \$1,020.00

**AMP #000008**

Wallingford Avenue 3 Bedroom/Basement \$1,013.00  
Central Air/Dishwasher

**AMP #000009**

		<b><u>20% AMI</u></b>	<b><u>50% AMI</u></b>
Delaware County	1 Bedroom	\$ 338.00	\$ 845.00
Fairgrounds II ACC	2 Bedroom	\$ 405.00	\$1,013.00
	3 Bedroom	\$ 468.00	\$1,171.00
	4 Bedroom	\$ 523.00	\$1,307.00

**AMP#000010**

Delaware County	1 Bedroom	\$ 338.00	\$ 845.00
Fairgrounds III ACC	2 Bedroom	\$ 405.00	\$1,013.00

**AMP#000011**

Delaware County	1 Bedroom	\$ 338.00	\$ 845.00
Fairgrounds IV ACC	2 Bedroom	\$ 405.00	\$1,013.00
	3 Bedroom	\$ 468.00	\$1,171.00
	4 Bedroom	\$ 523.00	\$1,307.00

**AMP #000012**

		<b><u>20% AMI</u></b>	<b><u>50% AMI</u></b>
Kinder Park Phase I	2 Bedroom	\$405.00	\$1,013.00
	3 Bedroom	\$468.00	\$1,171.00

		<b><u>20%AMI</u></b>	<b><u>50%AMI</u></b>	<b><u>60%AMI</u></b>
Kinder Park Phase II	2 Bedroom	\$405.00	\$1,013.00	\$1,216.00
	3 Bedroom	\$468.00	\$1,171.00	\$1,406.00

		<b><u>20%AMI</u></b>	<b><u>50%AMI</u></b>	<b><u>60%AMI</u></b>
Kinder Park Phase III	1 Bedroom	\$338.00	\$ 845.00	
	2 Bedroom	\$405.00	\$1,013.00	\$1,216.00
	3 Bedroom		\$1,171.00	\$1,406.00

## **Housing Choice Voucher Tenant-Based Assistance**

### **Payment Standards**

- a. DCHA's payment standard is 100% of the published FMR.
- b. DCHA has selected this standard below the FMR for the following reasons:
  - FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- c. The payment standards are reevaluated for adequacy annually.
- d. DCHA considers the following factors in its assessment of the adequacy of its payment standard:
  - Success rates of assisted families
  - Rent burdens of assisted families

### **Minimum Rent**

The minimum rent for DCHA Public Housing Units is \$50.00.

The minimum rent for DCHA Housing Choice Voucher Units is \$50.00.

**DELAWARE COUNTY HOUSING AUTHORITY**  
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**B.1. REVISION OF PHA PLAN ELEMENTS**  
**OPERATIONS AND MANAGEMENT**

**Operations and Management**

**A. PHA Management Structure**

- DCHA has an organization chart showing its management structure and is on file.

A brief description of the management structure and organization of the PHA follows:

DCHA has established Public Housing AMP's and four property groups each managed by a Property Manager all in accordance with HUD guidelines.

**B. HUD Programs Under PHA Management**

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	609	15%
Housing Choice Vouchers	2879	20%
Special Purpose HCV Certificates/Vouchers (list individually)		
Project Based	231	5%
Family Unification	99	2%
Shelter Plus Care	54	8%
Mainstream	45	2%
VASH	80	1%
Non-Elderly Disabled (NED)	75	1%
Other Federal Programs(list individually)		
Section 8 New Construction Pa26-01-0005	100	15%
Meson Pa26-003-0034	17	1%

Supportive Housing Program PA009L3T021306 Horizon House	22	20%
PA0106L3T021203 Family and Community Service of Delaware County	10	20%
Shelter Plus Care Program Consolidated 4-1-14 S+C 2,3,4 &5 PA102L3T021306	54	20%
		20%

**C. Management and Maintenance Policies – These are on file at DCHA offices.**

Admission and Continued Occupancy Policy

Administrative Plan

Residential Dwelling Leases for our various properties.

Tenant Selection Policies

Capital Fund Table

Maintenance Policy

Follow up Plan for Customer Service and Satisfaction Survey results.

Violence Against Woman Act Statement

Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

Procurement Policy

Certification for DCHA Voluntary Conversion Initial Assessment

Family Self Sufficiency Action Plan

Affirmative Action Plan

By-Laws

Capitalization Policy

Resident Initiatives Policy

Disposition Policy

Grievance Procedures

Investment Policy

MBE/WBE Resolution

Personnel Policy  
Pet Policy  
Reasonable Accommodations Policy  
Record Retention Policy  
Retirement Plan  
Section 504 Grievance Procedures  
Stale Dated Check Policy  
Tenant Relief in Paying Excess Utilities  
Personal Appearance of Employees  
Motor Vehicles Policy  
Procedure for Receiving Visitors  
Range and Refrigerators Procedure  
Smoking Policy  
Smoke Free Policy (Public Housing)  
Smoke Free Lease Addendum (Public Housing)  
YLAP Smoke Free Policy (Public Housing)  
Safety Policy Statement  
Public Housing Homeownership Program  
Economic Opportunity Plan  
Written Communications  
DCHA Minimum Rent Hardship Exception Policy  
Weapons Policy  
Lease Addendum on Mold  
Procedure for Receiving Visitors  
Housing Choice Voucher Program Abatement Procedure  
Quality Control Inspection Procedure  
Satellite Installation Policy  
Preventive Maintenance Procedure – Single Family, Twins, Townhouses  
Preventive Maintenance Procedure – Apartments and Community Centers  
Limited English Proficiency Population  
Active Shooter Policy



**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.1. REVISION OF PHA PLAN ELEMENTS**  
**GRIEVANCE PROCEDURES**

**Grievance Procedures**

**Public Housing**

DCHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

Residents or applicants to public housing should contact any of DCHA's administrative offices to initiate the grievance process.

**Housing Choice Voucher Tenant-Based Assistance**

DCHA has not established informal review procedures for applicants to the Housing Choice Voucher tenant-based assistance program and informal hearing procedures for families assisted by the Housing Choice Voucher tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Residents or applicants to public housing should contact any of DCHA's administrative offices to initiate the grievance process.

**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.1. REVISION OF PHA PLAN ELEMENTS**

**Homeownership Programs**

**A. Public Housing**

DCHA administers a homeownership programs under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)).

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Calcon Group 1b. Development (project) number: AMP 000007
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; on file with DCHA <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: May 1997
5. Number of units affected: 45 6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.1. REVISION OF PHA PLAN ELEMENTS**

**Community Service and Self-Sufficiency Programs**

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

DCHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services. The agreement was executed on September 7, 2004.

2. Coordination efforts between DCHA and the TANF agency are as follows:

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs – As necessary funds are available.
- Partner to administer a HUD Welfare-to-Work voucher program – As necessary funds are available.

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

DCHA has established the following discretionary policies to enhance the economic and social self-sufficiency of assisted families:

- Public housing rent determination policies
- Public housing admissions policies
- Housing Choice Voucher admissions policies
- Preference in admission to Housing Choice Voucher Program for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation

b. Economic and Social self-sufficiency programs

DCHA promotes/provides programs to enhance the economic and social self-sufficiency of residents.

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other )	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Literacy Training	30	Upon Request	I.U.	Both
Elderly and Persons with Disabilities – Supportive Services	10	Upon Request	Home Nurse Care	Both
Various Workshops/Activities	200	Upon Request	Various Agencies	Both
Family Savings Account Program	Open	Upon Request	Community Action Agency	Both

**Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2017 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	27	8, 9/27/2019
Housing Choice Voucher	44	27, 10/01/2018

- b. DCHA FSS Action Plan addresses the steps to achieve at least the minimum program size.

### **C. Welfare Benefit Reductions**

1. DCHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:
  - Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

**DELAWARE COUNTY HOUSING AUTHORITY**  
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**B.1. REVISION OF PHA PLAN ELEMENTS**

**PHA Safety and Crime Prevention Measures**

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents:
  - Residents fearful for their safety and/or the safety of their children
  - Observed lower-level crime, vandalism and/or graffiti
  - People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
2. DCHA used the following information or data to determine the need for PHA actions to improve safety of residents:
  - Analysis of crime statistics over time for crimes committed “in and around” public housing authority
  - Resident reports
  - PHA employee reports
  - Police reports
  - Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs

The developments that are most affected are listed below:

Fairground Homes	Kinder Park Homes
Parkview Homes and Apartments	Greenhill Court Apartments
Highland Homes	Calcon Gardens and Calcon Annex
Lincoln Park	The Mills at Parkview

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. Below is a list of crime prevention activities that DCHA has undertaken or plans to undertake:
  - Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
  - Activities targeted to at-risk youth, adults, or seniors

- Other

The DCHA Board of Commissioners has adopted a resolution on trespass and barment of non-residents in public housing communities to prevent loitering and commission of crimes by non-residents.

### **C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:

- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property

DCHA will meet with the police chiefs/captains in DCHA municipalities to develop procedures that can track Part 1 and Part 2 crime statistics. We will also meet on a quarterly basis with the chiefs/captains to review the statistics and discuss concerns from the residents.

- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents

**DELAWARE COUNTY HOUSING AUTHORITY**  
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**B.1. REVISION OF PHA PLAN ELEMENTS**  
**PETS**

Delaware County Housing Authority has established a Pet Policy which is on file for all DCHA owned units. A resident is limited to one pet per household. A pet is defined to be a cat or dog. The pet's weight cannot exceed 25 lb. A security deposit in the amount of \$300.00 per household will be required for a dog or cat. A \$50.00 deposit will be required at the time of submission of the Pet Permit Application. Tenants will be billed \$10.00 per month until the total amount of the security deposit is paid in full. DCHA shall refund the unused portion of the Pet Security Deposit to the tenant, within a reasonable time after the tenant moves from the development, or no longer owns or keeps a pet in the dwelling unit. A charge will be made for all pet related damages.

All dogs three months or older must be licensed by January 1<sup>st</sup>, of each year as per Pennsylvania's dog laws and proof should be provided at the annual recertification process.



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**B.1. REVISION OF PHA PLAN ELEMENTS**

**PHA Asset Management**

DCHA is engaging in activities that will contribute to the long-term asset management of its public housing stock, including how DCHA will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs.

**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.1. REVISION OF PHA PLAN ELEMENTS**  
**SIGNIFICANT AMENDMENT AND SUBSTANTIAL**  
**DEVIATION/MODIFICATION**

Delaware County Housing Authority (DCHA) hereby defines substantial deviation and significant amendment or modification as any change in policy which significantly and substantially alters DCHA's stated mission and the persons that DCHA serves. This would include admissions preferences, demolition or disposition activities, homeownership, RAD conversion, Capital Fund Financing, development, or mixed finance proposals and conversion programs. Discretionary or administrative amendments consonant with DCHA's stated overall mission and basic objectives will not be considered substantial deviations or significant modifications.

**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.2. NEW ACTIVITIES**  
**MIXED FINANCE MODERNIZATION/DEVELOPMENT**

**Mixed Finance**

DCHA will be engaging in mixed-finance development activities for public housing.

The current redevelopment plan for Delaware County Housing Authority's (DCHA) existing Kinder Park Homes (Howard C. Kinder Park) 156-unit public housing development a portion of AMP Number 000001 located in Ridley Township, PA will be constructed in the following Phases:

- Phase 1 includes the demolition of 48 ACC units, community center, DCHA Maintenance Garage and the subsequent construction of 48 units of and a 4,000 sq community building and a children's playground.
- Phase II includes the demolition of 54 ACC units and the reconstruction of 50 units. This Phase also includes renovations to the existing Procurement Building
- Phase III includes the demolition of 54 ACC units and the reconstruction of 56 units.
- Phase IV will include the construction of 96-unit service enhanced senior building. An application to PHFA for this Phase was submitted in November 2018.

The redevelopment of Kinder Park Homes will utilize a structure of mixed finance development to be approved by the U.S. Department of Housing and Urban Development to transform an obsolete and unmarketable 156-unit public housing project. The existing project will be demolished and a new state of the art development of approximately 154 units will take its place.

DCHA and Pennrose Properties collaborated on the preparation of an application to the Pennsylvania Housing Finance Agency (PHFA) for Phase I, II , III, and IV of this redevelopment. Phase I was awarded in July 2013, Phase II was awarded in June 2014, Phase III was awarded in 2016 and Phase IV was awarded in July 2019. The Financial closing is expected winter/spring 2020. DCHA has approved a commitment of up to \$2,424,402 in Capital Funds for this Phase I of the redevelopment effort, \$2,408,055 for Phase II and \$2,390,000 for Phase III. The project includes HOME Investment Partnership Program Funds from the County of Delaware. Pennrose GP, LLC will serve

as the general partner in the Kinder Park Housing Partnership's. The partnership will lease the ground from the DCHA for 65-years and construct the improvements thereon. DCHA will manage the project under a management agreement with the Partnership.

Title to the land remains with DCHA but the land is leased to a newly formed limited partnership (the Partnership) under a long term (65 year) ground lease. DCHA will agree to provide a loan of some of its available Capital Fund. These are not HOPE VI funds, but function in the same way. The Capital Funds will be treated as federal subsidy funds for low-income housing tax credit purposes. DCHA will also enter into a commitment which will be documented in a Regulatory and Operating Agreement to provide a share of the public housing operating subsidy which it receives from HUD to the Partnership to subsidize the rents to the low-income tenants. Under the public housing regulations, each tenant will pay 30% of its actual income as rent and the public housing operating subsidy will make up the difference between that amount and the agreed upon budgeted expense for the year. As a result, the Partnership will not incur operating deficits, but also will not generate positive operating cash flow.

**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.2. NEW ACTIVITIES**  
**DEMOLITION/DISPOSITION**

**Demolition and Disposition**

DCHA plans to conduct demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year.

The Kinder Park Homes campus is located adjacent to the MacDade Blvd. exit off Interstate 476, "The Blue Route," in an affluent, tree-lined streets section of Township of Ridley, Delaware County, PA. The 56-acre campus includes three mid-rise buildings containing 160 independent living apartments for seniors and disabled residents, 156 semi-detached family rental homes, a seldom used community building, an underutilized maintenance building, warehouse and the executive offices of the Housing Authority of the County of Delaware (HACD). The HACD owns the campus and manages the development. The HACD has long desired to replace the semi-detached homes (which lack modern amenities), build a new community building, a maintenance building/warehouse and an additional mid-rise building for seniors equipped with a congregate dining facility. After years of master-planning, the HACD, along with their designated redeveloper Pennrose Properties, LLC (Pennrose), is moving forward on this four phase redevelopment.

The development team has secured financing for Phase 1, Phase II and Phase III of the project including an allocation of Low Income Housing Tax Credits (LIHTC), Delaware County HOME funds and HACD Capital funds.

- Phase 1 includes the demolition of 48 ACC units, community center, DCHA Maintenance Garage and the subsequent construction of 48 units of and a 4,000 sq community building and a children's playground. This Phase was completed in late 2015 early 2016. Demolition Application was approved by HUD June 27, 2014.
- Phase II includes the demolition of 54 ACC units and the reconstruction of 50 units. This Phase also includes renovations to the existing Procurement Building. This Phase was completed late 2016. The Demolition Application was approved by HUD December 10, 2014.
- Phase III includes the demolition of 54 ACC units and the reconstruction of 56 units. This Phase was completed late 2017. The Demolition Application was approved by HUD December 10, 2014.
-

- Phase IV will include the construction of 96-unit service enhanced senior building.

The new units boast an architectural style that is in keeping with the surrounding area and will meet EnergyStar 3.0 efficiency requirements. The site design exercises the principles of New Urbanism in an effective and efficient design style. The experienced development team of Pennrose, Wallace Roberts and Todd Architects (WRT) and Domus Inc., Conrad and Harkins Builders has collaborated on greater than 15 successful projects throughout the Mid-Atlantic Region.

The need for the proposed development is tremendous, as HACD's waiting list exceeds 26,000 households and the primary market area has a zero percent vacancy rate for affordable housing. The availability of new affordable units, particularly those designed for families, is severely lacking in the area. Moreover, the development will afford the Township of Ridley the opportunity to house low-income households in some of the municipality's finest housing. The new rental units will be subsidized by the HACD's Annual Contribution Contracts, Project Based Vouchers and tax credit units with no rental subsidy. Subsequent phases will have a similar rental structure. The rental subsidies increase the viability of the project, while enabling HACD to serve families in the lowest tiers of affordability. Kinder Park will also offer a fully funded menu of supportive services from more than 20 of the HACD's supportive service partnerships.

The proposed Kinder Park site is in an area that boasts numerous viable employment, recreational and services options. The development is ideally located near Interstate 476 and Interstate 95, allowing quick access by car or train to King of Prussia, Philadelphia, New Jersey, and Delaware. Local services include libraries, parks, shopping, hospitals and quality public schools. It is in an area that has been included in two locally adopted revitalization plans and the project is an ideal complement to both plans and has been endorsed as such by the Township of Ridley and County of Delaware. Together, our experienced development team, in partnership with the Pennsylvania Housing Finance Agency, the US Department of Housing & Urban Development, the County of Delaware, and the Township of Ridley is prepared to commit to improving the quality of life for the residents of Kinder Park, the Township of Ridley and the County of Delaware.

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Kinder Park Homes and Community Center/Maintenance Garages/Purchasing Warehouse 1b. Development (project) number: AMP 000001
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>Next 12 months</u>
5. Number of units affected:

6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 12 to 36 months b. Projected end date of activity:

**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.2. NEW ACTIVITIES**

**Conversion of Public Housing to Tenant-Based Assistance**

Delaware County Housing Authority (DCHA) has reviewed the following developments operation as Public Housing.

<b>Project Name</b>	<b>AMP #</b>
Calcon Gardens	000006
Calcon Group	000007
Highland Homes	000004
Parkview Homes and Parkview Apartments	000003

Delaware County Housing Authority has concluded that a total conversion of these developments may be inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion at this time, DCHA has converted a portion of AMP000001 family units to Project Based Vouchers during the reconstruction project.



**DELAWARE COUNTY HOUSING AUTHORITY**  
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**B.2. NEW ACTIVITIES**  
**PROJECT BASED VOUCHERS**

DCHA anticipates utilizing the Project Based Voucher (PBV) Program to a limited extent of less than 200 new PBVs. DCHA's policy has been to utilize the PBV program to maintain or increase the supply of affordable housing units that can be preserved for significant periods of time in properties controlled by DCHA through long term ground leases.

DCHA may utilize a small number of PBV's in a project to expand affordable housing choice for mental health clients of a Fairweather Lodge sponsored by Elwyn, Inc. a leading mental health provider headquartered in Delaware County.

PBV utilization in the manner outlined is consistent with the following goals and objectives of DCHA.

1. Expand and or maintain the supply of assisted housing through implementation of the following objectives:
  - Leverage private or other public funds to create additional housing opportunities: Kinder Park Homes
  - Acquire or build units or developments
  - DCHA will explore opportunities to develop assisted living units for senior citizens, through acquisition and rehabilitation of a property or new construction adjacent to our existing Kinder Park Apartments.
2. Increase assisted housing choices through the implementation of the following objectives:
3. Convert public housing to vouchers
4. Provide an improved living environment through the implementation of the following objectives:
5. Ensure equal opportunity and affirmatively further fair housing through the implementation of the following objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability.

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

**DELAWARE COUNTY HOUSING AUTHORITY**  
**2020 PHA PLAN**  
**B.5. MISSION, GOALS AND OBJECTIVES**

DCHA continues to offer a diversity of affordable housing choices to the citizens of Delaware County in a variety of tenant and property based programs.

1. Expand and or maintain the supply of assisted housing through implementation of the following objectives:
  - Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities: - Kinder Park Homes.
  - Acquire or build units or developments
  - DCHA will explore opportunities to develop assisted living units for senior citizens, through acquisition and rehabilitation of a property or new construction adjacent to our existing Kinder Park Apartments.
2. Improve the quality of assisted housing through the implementation the following objectives:
  - Improve public housing management: (PHAS score) 84 for FYE 3-31-17
  - Maintain current status of voucher management system: (SEMAP High Performer 99 FYE 3-31-17.
  - Increase customer satisfaction
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units: Kinder Park Mixed Finance development.
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing
  - Provide replacement vouchers
3. Increase assisted housing choices through the implementation of the following objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Respond to requests for higher payment standards based on research and rent regulations determinations.

DCHA will investigate the conversion of its current 5 (h) Homeownership Plan to Section 32. DCHA's Fairground Homes Redevelopment is expected to have a homeownership component involving 36 for sale units.

4. Maintain public housing site-based waiting lists:

Site based waiting lists are an integral part of attracting private investment in public housing.

DCHA has established site based waiting lists and has implemented a no limit option for how many communities an applicant can apply for.

DCHA will or has implanted electronic applications for all those applying for Housing Assistance. Applicants can apply for housing assistance on DCHA's online Housing Assistance Application through RENTCafe located on our website at [www.dcha1.org](http://www.dcha1.org),

5. Convert public housing to vouchers

6. DCHA has encouraged Family Self Sufficiency participation and will maintain its FSS program as indicated in FSS Action Plan.

Effective October 1, 2019 Delaware County Housing Authority achieved 45 mandated slots (Original mandate 131) for HCV and 8 (Original mandate 45) slots for Public Housing, families under the Family Self-Sufficiency Program with supportive services as described in this Action Plan.

7. Provide an improved living environment through the implementation of the following objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- DCHA will skip applicants on the waiting list to select the first eligible applicant that meets the criteria to achieve the goal of deconcentration in its communities. This will be measured by reviewing the Deconcentration Analysis on a quarterly basis.
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements: The DCHA Board of Commissioners has adopted a resolution on trespass and barment of non-residents. DCHA will work with the Resident Organizations of each community to adopt this policy. DCHA will continue to apply for available grants for extra police patrols in our Development's.

- Implement Property Based Management/Property Based Accounting.
8. Promote self-sufficiency and asset development of assisted households through the implementation of the following objectives:

- Increase the number and percentage of employed persons in assisted families:

DCHA will continue to provide literature on the Family Self Sufficiency program to all residents in our efforts to increase the number of families participating in the program.

- Provide or attract supportive services to improve assistance recipients' employability:

Through Family Self Sufficiency Counseling.

- Provide or attract supportive services to increase independence for the elderly and/or persons with disabilities.

Delaware County Housing Authority continues to fund programs for the Elderly and Disabled with operating funds and the programs continue to experience great success. Programs include a combined knitting and crochet group; quilting, fleece blanket making, needle point, latch hook, Bingo with Julie Anderson, ceramics; and combined painting with water-color and sketching group. DCHA also funds Silly Bands, a Lunch Program, Embroidery Group, Plastic Canvas, the Gardening Program and an Exercise Group.

In addition to the above, DCHA sponsors Jewelry Making Groups; Healthy Cooking Demonstrations and Healthy Cooking Discussions; Computer Classes; Candy Making; Woodworking; Arts & Crafts; Paper Crafting; Bible study, and monthly ice-cream bowl for birthday celebrations. DCHA is currently providing transportation for local excursions, as shopping to area malls and stores, trips to local regularly priced and discount supermarkets and local restaurants for an afternoon of socialization. DCHA also sponsors yearly trips to the Chester Senior Center to pick up food vouchers, and follow up trips to redeem food vouchers. Finally, the residents provided an outdoor barbeque on Memorial Day weekend 2019 for all residents of the Kinder Park Mid-Rise.

DCHA partnered with religious organizations, not only to provide Bible Study but to also participate in Christmas and Easter Concerts at Woodlyn Baptist Church and we have recently received a very generous offer from St. John

Chrysostom Parish in Wallingford for their parish to provide Christmas Gifts to all of the residents who reside in the Kinder Park Mid-Rise.

In spring of 2019 DCHA conducted its 11<sup>TH</sup> annual Health Fair. Forty-five (65) Human Service Organizations from all over Delaware County and Philadelphia participated and provided information to approximately 150 residents in the KPMR residential complex. In addition to the vendors providing a lot of information and give-a-ways, DCHA provided a free lunch of Hoagies, potato chips and soda to all who attended. And DCHA provided give-a-ways as a grand finale to the Health Fair. Staff and residents were invited to participate and a great time was had by all.

DCHA provides space for Resident Organization Meetings for the Elderly and Disabled. The Resident Organization provides a quarterly Cancer Support Group; a gathering with the SPCA to educate residents about pet care; a musical Meet & Greet; help with Rent Rebates; Thursday and Saturday Night Bingo, and Card Games on Sunday, Monday, Tuesday, Wednesday, Friday Movie afternoon, and Friday evenings. DCHA is also involved with the Resident Organization in setting up the community room for R. O. events, in partnering with them on some programs, helping them distribute flyers, and any other need for involvement that may arise.

DCHA has a beautiful Solarium and sitting area for residents which serves as a connecting link between its three Mid-Rise Buildings. Residents tend the plants in the Solarium as a Volunteer activity. They keep the solarium clean, repot plants, pick dead leaves and whatever else needs to be done, and they do a fantastic job.

DCHA residents also participate in monthly blood pressure screenings. The Nurse that conducts the blood pressure screening also provides on-going care for residents who are in need of further assistance with any medical problem their doctor will approve for continued care. The company that does the blood pressure screening also partners with a doctor who does home visits for residents who are homebound. DCHA also allows a podiatrist to come to the community room in Kinder Park to provide foot care for those in need. Each year we also participate in Hearing Screening, Vision Screening and provide Flu Shots through one of our numerous contacts. DCHA also provides referrals

to other human service organizations whenever residents are in need. DCHA works with insurance companies that provide residents with Ice Cream Socials, Hot Chocolate Socials, and Snack Socials. We also participate in anti-smoking campaigns and provide information to residents about helpful, gentle ways for them to quit smoking.

I would like to close this gap but can't figure out how DCHA sponsors Commodity Distribution. Residents who participate receive a large box full of

various food items and a big block of cheese. We have also worked with the Woodlyn Pharmacy in promoting their Delivery Program, flea markets, , and pool shooting lessons. In addition to all the above DCHA's Kinder Park Mid-Rise community room is a polling site during all elections making it very easy for the residents to engage in the election process.

Because of DCHA's large number of programs for elderly and disabled residents, we have recruited some volunteers to help with the daily operation of the programs. The volunteers consist of elderly and disabled residents who reside in the KPMR and work very hard to make a real difference in ensuring that DCHA's programs are a success. Volunteers for the elderly and disabled programs provide the following list of services: commodity distribution; teach computer classes; assist with excursions; assist with the distribution of our weekly reminder of activities called "This Week at DCHA"; work in the Solarium; decorate the community room for special occasions, and cook for outdoor barbeques. In addition to the above volunteers serve food to the disabled who cannot serve themselves; wipe tables for the lunch program distribute flyers; provide interpreting services for a large Ukraine population. Our Ukraine population also provides children's choirs and bands that perform on special occasions.

DCHA recognizes volunteer service by providing each volunteer with a token of our appreciation for all the services they perform. Our volunteers are recognized June and December of every year.

Finally, DCHA communicates with the Elderly & Disabled through provision of a weekly Flyer of activities, a monthly calendar of events, a quarterly Brochure of activities, and many flyers concerning health programs provided throughout the county and the city of Philadelphia.

#### Supportive Housing Program Statement

Delaware County Housing Authority in collaboration with Horizon House has obtained Supportive Housing Funds to obtain and rehabilitate four properties to provide housing for mentally disabled homeless individuals. Supportive Services for this project continues to be funded through the Delaware County Continuum of Care.

Delaware County Housing Authority in collaboration with Horizon House, Family and Community Service of Delaware County has obtained Supportive Housing Funds to provide Housing Choice Vouchers for mentally ill and chronic substance abuse homeless clients.

#### Shelter Plus Care Statement

Delaware County Housing Authority in collaboration with various Delaware County Agencies have obtained Shelter Plus Care Funds to provide Housing Choice Vouchers for mentally ill, HIV, other diseases and chronic substance abuse homeless clients.

9. Ensure equal opportunity and affirmatively further fair housing through the implementation of the following objectives:
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

DCHA administers the VASH program and has partnered with the Veterans Administration Medical Center (VAMC)

DCHA had agreed to work with Pennsylvania Housing Finance Agency (PHFA) in the administration of the Tenant Based Rental Assistance (TBRA) program whose goal is to provide much needs resources to commonwealth citizens' persons transitioning from full time nursing home care to permanent independent living.

DCHA administers the S8 Mainstream funding and works with the Freedom Valley Disability Enablement Incorporated to aid in the provision of support services to include: Delaware County Continue of Care and Disability Housing Options Team (DHOT).

Assisting to identify Voucher eligible applicants and provide preference for issuance of Vouchers to Continuum of Care Program and Supportive Housing Program graduates.

Assisting potential voucher recipients in locating the appropriate housing.

If modifications to the residence are needed, assisting recipients in finding the appropriate assistive technology, installation (i.e. a ramp and the builder/installer) and necessary funding, and

Assisting potential recipients in identifying and coordinating other appropriate support services.

DCHA maintains accessible units in its housing inventory



DCHA operates successful Supportive Housing Program and Shelter Plus Care programs totaling 70 units.

DCHA has 76 accessible units.

DCHA has executed an MOA with many of the agencies representing “special needs” consumers which will address the case management to be provided to their clients who are participating in assisted housing programs.

DCHA has entered into an agreement with HUD to provide Section 504 training for employees.

DCHA is continuing its longstanding relationship with a variety of county agencies representing “special needs” populations including the mentally and physically handicapped/disabled, persons with HIV and Aids, the homeless, persons in drug and alcohol treatment programs and victims of domestic violence. DCHA will continue to expand housing opportunities for these groups through referrals from advocate groups and targeting of assistance in existing assisted housing programs. Case management by these advocates is an integral part of these housing opportunities.

**DELAWARE COUNTY HOUSING AUTHORITY  
2020 PHA PLAN**

**VIOLENCE AGAINST WOMEN ACT (VAWA)  
STATEMENT**

Residents are officially notified that DCHA has implemented the Violence Against Women Act (VAWA).

The Act protects an individual when an incident or incidents of domestic violence, dating violence or stalking occurs.

VAWA provides that criminal activity directly relating to domestic violence, dating violence, sexual assault or stalking engaged in by a member of a tenant's household, or any guest or other person under the tenant's control, shall not be cause for termination of the tenancy, if the tenant or immediate family member of the tenant's family is the victim or threatened victim of that abuse.

VAWA does not limit DCHA's authority to terminate the tenancy of any resident if DCHA can demonstrate an actual and imminent threat to other residents or those employed at or providing service to the property.

DCHA also inform residents of the possibility of assistance portability between jurisdictions to escape an imminent threat of further violence from domestic violence, dating violence, sexual assault or stalking.

All information provided to DCHA regarding domestic violence, dating violence or stalking, will be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent the disclosure is requested or consented to by the individual in writing.

\$ 2,136,040.00 \$ 2,136,040.00 \$ 2,136,040.00 \$ 2,136,040.00

YEAR		2020	2021	2022	2023
1406	Operations	\$ 427,200.00	\$ 427,200.00	\$ 427,200.00	\$ 427,200.00
1408	Staff Training				
1475	Computer upgrade				
1410	Admin	\$ 213,600.00	\$ 213,600.00	\$ 213,600.00	\$ 213,600.00
1480	Surveys/Professional Fees	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
1480	Concrete Tree Removal				
1480	Lincoln Park -Unit Rehab HVAC; doors, windows, roof replacements, kitchens, baths	\$ 10,000.00	\$ 72,000.00	\$ 72,000.00	\$ 72,000.00
1480	Greenhill Court Apartment - Demo/Reconstruction	\$ 10,000.00	\$ 1,331,240.00	\$ 1,331,240.00	\$ 1,331,240.00
1480	KPMR Building #3-windows/doors/painting/carpet replacement (lobby areas on each floor)	\$ 19,908.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
1480	Electrical Upgrade - KPMR Building 3 - Main Switch Gear/Transfer Upgrades				
1480	Neither Providence - Unit rehab - kitchens, baths, roofs, siding, hvac, electrical, doors, windows,	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
1480	KP - Total Demo/Reconstruction/senior building	\$ 1,413,332.00			

1495 Relocation Costs

Kinder Park Homes

\$ 2,136,040.00 \$ 2,136,040.00 \$ 2,136,040.00 \$ 2,136,040.00

Balance to spend

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

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 2/29/2016

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

I, Linda F. Hill, the Director, Delaware County OHCD  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Delaware County Housing Authority (DCHA)  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
Impediments (AI) to Fair Housing Choice of the

County of Delaware  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State  
Consolidated Plan and the AI.

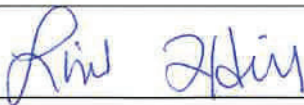
The DCHA Plan is consistent with the County's Consolidated Plan (CP) as it includes activities to address several of the CP goals and strategies including the production of affordable housing & helping homeless households transition to permanent housing. The DCHA Plan is also consistent with the County's Assessment of Fair Housing (AFH) completed in collaboration with DCHA in replacement of the County's AI. Goals in the AFH include develop new affordable rental housing, maintain and expand permanent supportive housing for homeless persons with disabilities, improving access to affordable housing, and preserve existing publicly supported and private affordable rental housing.

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

Name of Authorized Official  
Linda F. Hill

Title  
Director, Office of Housing and Community Development

Signature



Date

12/3/19

**AFFIDAVIT OF PUBLICATION**  
639 S. Chester Rd. • Swarthmore, PA 19081**DELCO HOUSING & DEVELOPMENT**  
1855 CONSTITUTION AVENUE

PO BOX 100

WOODLYN, PA 19094

**STATE OF PENNSYLVANIA,  
COUNTY OF DELAWARE**

The undersigned *Lemuel P. Birk*, being duly sworn the he/she is the principal clerk of Daily Times and Sunday Times, Daily & Sunday Times Digital, published in the English language for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

**DELCO HOUSING & DEVELOPMENT****Published in the following edition(s):**

Daily Times and Sunday Times	10/22/18
Daily & Sunday Times Digital	10/22/18

**NOTICE OF PUBLIC HEARING**

Delaware County Housing Authority (DCHA) will hold a Public Hearing at 9:30 a.m. on Thursday December 6, 2018 at the Delaware County Housing Authority, Executive Offices, 1855 Constitution Avenue, Woodlyn PA. This Public Hearing is held for the purpose of receiving comments from the citizens of Delaware County on the proposed 2019 Public Housing Agency Plan prepared by the Housing Authority for submission to the U.S. Department of Housing and Urban Development (HUD). A Draft copy of the Plan is available on the internet at [www.dcha1.org](http://www.dcha1.org) and will be on display in DCHA offices from October 23, 2018 to December 6, 2018. Residents of Delaware County are invited and encouraged to attend this Public Hearing.

DCT, October 22, a-1

Affiant further deposes that she/he is not interested in the subject matter of the aforesaid notice of advertisement, and that all allegations in the foregoing statements as to time, place and character of publication are true:

Sworn to the subscribed before me this *22nd day of October 2018*.

*Joan McCarty Babiak*  
Notary Public, State of Pennsylvania  
Acting in County of Delaware

COMMONWEALTH OF PENNSYLVANIA

NOTARIAL SEAL

Joan McCarty Babiak, Notary Public  
Upper Darby Twp., Delaware County  
My Commission Expires April 19, 2020

MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

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