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

1.0 PHA Information
PHA Name: Housing Authority of the City of Long Beach (HACLB) PHA Code: CA068
PHA Type: ☐ Small ☒ High Performing ☐ Standard ☒ HCV (Section 8)
PHA Fiscal Year Beginning: (MM/YYYY): 10/ 2011

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)
Number of PH units: _____ Number of HCV units: 6,261

3.0 Submission Type
☒ 5-Year and Annual Plan ☐ Annual Plan Only ☐ 5-Year Plan Only

4.0 PHA Consortia N/A ☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:
The mission of HACLB is to provide high quality housing assistance to Long Beach's low-income households through:

- Effectively and efficiently utilizing resources;
- Promoting a positive image through excellent customer services and clear and open communication; and,
- Continually educating staff and clients.

5.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

Within the scope of HACLB's mission, specific goals have been established:

- HACLB will continue to improve management to better service customers;
- HACLB will continue to reach out to additional property owners;
- HACLB will continue to promote self-sufficiency and asset development of assisted households;
- HACLB will continue to educate staff on changing regulations that pertain to policies and procedures that affect a family's eligibility and assistance;
- HACLB will investigate any additional, available, and affordable rental subsidy programs that could address local housing needs;
- Maintain a leasing rate of between 98% and 100% for the HCV Program in order to maximize funding and assist as many families as possible; and,
- HACLB will strive to use 98% to 100% of available funding for all other programs.

**Please see Section 10 on page 3 for the progress HACLB has made in meeting the goals and objectives described in the previous 5-Year Plan.

6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
N/A

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.
HACLB's plan can be obtained from HACLB's office at 521 E. 4th Street, Long Beach, CA 90802 and also at HACLB's website at www.HACLB.org.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. *Include statements related to these programs as applicable.*
HACLB will continue to explore and pursue the HCV Homeownership option and currently there are 3 homeowners on the Program. In addition, HACLB will continue to provide opportunities for financial literacy classes with the hope that more participants may qualify for the HCV Homeownership Program in the future. As stated in Section 6.0, HACLB is continues to explore the use of project-based vouchers for the purpose of addressing various housing needs within the City of Long Beach.

8.0 Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
N/A

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report,* form HUD-50075.1, for each current and open CFP grant and CFFP financing.
N/A

8.2	**Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan,* form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. **N/A**
8.3	**Capital Fund Financing Program (CFFP).** ☐ Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. **N/A**
9.0	**Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. The California Department of Finance documented a total of 173,460 housing units in Long Beach in 2004, with an estimated 60% comprised of rental units. The approximate breakdown of unit type is as follows: 40% detached single family homes, 39% multi-family units, 13% duplexes / triplexes / fourplexes, 6% single family attached units such as townhomes and condominiums, and 1% mobile home units. However, housing activity increased from about 1994 to 2004, with more than 1,800 new housing units constructed since 2000, compared to fewer than 1,300 net new units produced during the entire 1990s. As of the year 2000, vacancy rates in Long Beach were 4.2%, but were projected to drop to the low to mid 3% range by the end of 2004. As stated on the City of Long Beach website, the current population in Long Beach is 491,564 and according to the Southern California Association of Government's (SCAG) 2004 Regional Transportation Plan; it is projected to grow to 503,500 by 2010 and to 561,700 by 2030. As shown in the City's Consolidated Plan, and obtained from HUD's CHAS Databook of 2000, 16% of all households in Long Beach fall into the extremely low-income category; 12% are shown as low-income, and 16% are shown as having moderate income. Therefore, 44% of all families in Long Beach were shown to fall within the extremely low-income to moderate-income levels. The U.S. Census Bureau in 2000 identified 23% of Long Beach residents as living in poverty, which was a significant increase from the 17% poverty rate in 1995. More than half of the City's residents living in poverty are children. In 2004, Long Beach was ranked 7th in the United States in terms of the proportion of the population living below the poverty level. This was as a result of a survey conducted by the U.S. Census Bureau in 2003, called the American Community Survey. According to the 2000 Census, there were 163,088 households living in Long Beach, with an average household size of 2.8 persons. The majority of Long Beach households are comprised of families (61%). Families with children totaled 57% and those without children totaled 43%. Approximately 41,902 or 9% of Long Beach residents were seniors, and seniors headed about 15% of all households. A substantial portion (33%) of the seniors rent their unit. Also, seniors with a disability totaled 18,565 or 44% of the senior person population. Rising rental housing is a major concern, since 72% of Long Beach's senior renter households had low or moderate incomes. At the time, 1,100 senior households were receiving Section 8, and another 1,600 senior households were on the Waiting List. In addition, approximately 21% or 87,773 persons in Long Beach had some type of disability, and of the City's working age population (ages 21-64), only 50% were employed. As stated in the City's Consolidated Plan, Long Beach is considered to be the most ethnically diverse major city in the United States. The racial / ethnic composition in Long Beach as of the 2000 Census, is as follows: 33% White, 36% Hispanic, 14.5% African American, 12% Asian, and other racial groups represented the remaining 4.5% of the population. As reported in HUD's CHAS Databook of 2000, 24% of African Americans and 20% of Hispanic and Asian households were extremely low-income. Also, Low-income households represented 12% of households citywide, yet comprised 19% of Hispanic households. As reported by the U.S. Census Bureau, in 2000, 29% of the City's residents were foreign-born. Often, recent immigrants have limited resources, and face difficulties in acquiring adequate housing. As a result, household problems such as overcrowding and overpayment are often more prevalent among recent immigrants. As shown in the Consolidated, there is a high correlation between concentrations of minority residents and high levels of poverty, overcrowding, and renter overpayment. Long Beach has a few areas where more than 25% of the population in that area lives in poverty. These areas are primarily concentrated in the Downtown, Central and West Side areas of Long Beach, as well as in scattered areas of North Long Beach. There is a great need for housing assistance in Long Beach. As of the 2000 Census, and as reported in the City's Consolidated Plan, households in Long Beach earned a median household income of $37,270 (well below the $42,189 median income for Los Angeles County). In fact, one third of Long Beach households earned less than $25,000 and nearly two-thirds earned less than $50,000. Housing affordability remains a serious issue. Only 10% of Long Beach households earn the level of income necessary to purchase the median priced home. Additionally, even rental housing is unaffordable for many Long Beach residents, thus causing families to double up in small, inadequate units. According to the City's Consolidated Plan, in order to afford the then average monthly rent of $795 for a one-bedroom apartment with utilities, a household needed to earn at least $33,800 a year. Currently, HACLB is at 100% of the Fair Market Rent (FMR) for Los Angeles County, which includes Long Beach. HACLB's Payment Standards range from $943 for a 0 bedroom unit to $3,328 for a 7 bedroom unit. HACLB's HCV Waiting List was last opened in May 2003. Currently, there are 4,356 eligible families listed. Of those listed, the approximate breakdown of race is as follows: 60% are African American, 23% White, 12% Asian, 3% are not assigned, 1% American Indian / Alaska Native, and 1% Native Hawaiian / Other Pacific Islander. Approximately 15% of those listed also fall within the category of Hispanic. In addition, the family composition of those on the Waiting List is as follows: Approximately 57% are families, 23% are disabled, 13% are single, and 7% are elderly. There is a possibility that HACLB may reopen the HCV Waiting List in 2011. At that time, HACLB plans to utilize an electronic format, which will make the process more efficient and easier for families to apply.

9.1	**Strategy for Addressing Housing Needs**. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.** HACLB intends to continue addressing the needs of the Long Beach community utilizing the following strategies: • Maximize the number of affordable units available by establishing payment standards that will enable families to rent in as broad a market area as possible. However, this must be balanced by controlling costs so as to serve the maximum number of families; • Utilize HUD's Veterans Affairs Supportive Housing (VASH) Program to provide housing assistance to more homeless veterans; • Utilize project-based vouchers as an alternative method of rental assistance in the City of Long Beach; • Employ various means of communication to market the program to owners / landlords; • Educate elected officials and property owners / landlords as to the value of the program and entice each to become more involved; • Within means available, provide counseling to the extremely low-income applicants who have a difficult time finding affordable housing, even with their voucher; • In an attempt to address the needs of certain segments of the local population, HACLB has implemented the following: A. Adopted a preference for veterans and veterans' family members; B. Adopted a preference for families unable to work because of age or disability; C. Adopted a preference for those who live or work in the City of Long Beach; and, D. HACLB sets aside 25 vouchers per year that are targeted specifically for families who are homeless. An additional 5 vouchers are designated for families that are homeless due to acts of domestic violence. • HACLB will continue to explore and pursue the HCV Homeownership option, keeping in mind the very high cost of ownership, and the very limited incomes of our participants; and, • HACLB intends to maintain a leasing rate of between 98% and 100% for its HCV Program in order to maximize funding eligibility and thus serve as many families as possible.
10.0	**Additional Information**. Describe the following, as well as any additional information HUD has requested. (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. HACLB maintained an average leasing rate of 98% in FY09, as well as, the designation of "High Performer" under HUD's Section Eight Management Assessment Program (SEMAP) certification. HACLB continues to assist homeless veterans with the VASH Program, in addition to the families assisted by the HCV Program. To increase customer satisfaction, improve HACLB's image in the community, and improve management functions, HACLB has implemented and continues to use the following: • New inspections related information incorporated on the HACLB website in order to assist both owners and tenants with their inspections; • Tablet PCs for the Inspections Unit in order to allow for a faster and more efficient inspections process; • Enterprise Income Verification (EIV) Program to assist in the verification of income for HCV Program participants and to reduce fraud; • HACLB continues to utilize on-line services such as: A. E-mail notification of Housing Assistance Payments (HAP); B. Property owners / landlords can add or delete their property information for the listings at any time, via HACLB's website at www.HACLB.org; C. Owners / landlords, tenants and applicants may e-mail their questions and receive written responses; D. Applicants can check their waiting list status and submit a request to update their applicant information; E. Newsletters for owners / landlords and tenants that provide timely information; and, F. HACLB's website, which provides important dates and lists successes of HACLB's programs. • HACLB employs various means of communication, such as trade shows, on-line newsletters, Family Self-Sufficiency (FSS) graduations and owner orientation meetings to market the program to owners / landlords and to educate and obtain participation of elected officials; • HACLB through its FSS Unit continues to offer FDIC's Money Smart classes, which are held twice weekly and will be offered on a continuous basis; • HACLB partners with the City's Workforce Development Division for job training, and with non-profits such as Operation Hope and the Long Beach Community Action Partnership for the purpose of offering additional financial literacy classes, credit counseling, pre and post-purchase homeownership counseling and an Individual Development Account (IDA) Program to FSS participants; and, • HACLB currently has 3 homeowners on its HCV Homeownership Program. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" HACLB does not have a "Significant Amendment" and/or a "Substantial Deviation/Modification" in regards the 5-Yr / 1-Yr Plan for 2010-2014. HACLB's definition of a "Significant Amendment and Substantial Deviation/Modification" is anything that may require a revision of the Administrative Plan and, considerably changes HACLB's operations.

11.0	**Required Submission for HUD Field Office Review**. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office. (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

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

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

Housing Choice Voucher (HCV-Section 8) Resident Advisory Board (RAB)

Meeting of May 25, 2010

1. Welcome by Darnisa Tyler, Bureau Manager.

2. Darnisa Tyler introduced staff members in attendance: Alison King, Housing Assistance Officer; Elise Smith, Administrative Analyst; John Kenny, Assistant Administrative Analyst; and, Monique Lathrop, Executive Assistant. In addition, introductions of were made of all Housing Authority of the City of Long Beach (HACLB) supervisory personnel, as well as, the Family Self-Sufficiency (FSS) staff. Also, interpreters to assist RAB members that responded to the invitation and have language barriers were introduced as follows: Carmen Quezada - Spanish, Margo Walker – American Sign Language, and Marley Phon - Khmer.

3. There were 70 RAB members in attendance. A listing of those in attendance is on file at the HACLB office.

4. Discussion regarding the Housing Authority of the City of Long Beach (HACLB) mission, goals and objectives, which are included in the 5-Year and Annual Plans.

5. Questions and comments of RAB members were addressed by Darnisa Tyler as follows:
    - 8 RAB members think there should be less time to wait on the Waiting List and more money to help more people.
      Answer - The Waiting List was last opened in 2003 and there are still over 4,300 people on the list. There are so many families that need assistance, but there is no additional funding to move the process along any faster. HACLB's goal is to expend 98-100% of our budgeted funds on the program.

    - 4 RAB members would like HACLB to pay for electricity and gas.
      Answer – HACLB follows HUD regulations and can only pay for electricity and gas if those utilities are including in the rent amount.

    - 4 RAB members would like to pay less rent.
      Answer – HACLB follows HUD regulations and the amount of rent assistance is determined based on each families specific circumstances. However, families do not contribute more than 40% their adjusted income towards rent.

    - 3 RAB members would like less paperwork to fill out.

Answer – HACLB is continually looking for ways to streamline the paper process, both internally and externally. However, HUD requires a certain amount of paperwork. Therefore, there are some processes that cannot be avoided.

- 2 RAB members would like to move before a year is up without approval from the owner.
  Answer – It is a HUD regulation that tenants should be in place for 1 year, and the lease and contract is for 1 year. In addition, this is a safeguard for both tenants and owners. If tenants would move sooner than 1 year without a mutual agreement, HACLB would be looking at some type of issue related to the contract/lease.

- 2 RAB members would like more time to find a unit during the move process.
  Answer –HACLB allows participants in the move process up to 120 days (with an additional "Hardship" extension to 180 days) to find and lease a unit, depending on the circumstances. This is especially true for elderly and disabled families.

- 2 RAB members would like the rental base expanded to allow tenants to live in nicer areas.
  Answer – HACLB places no restriction on where tenants can live within the City of Long Beach. The only problem is the cost of rent in certain areas. HACLB's goal is to provide assistance to as many families as our funding allocation will allow. In addition, HACLB encourages participants through briefing sessions to look outside of heavy poverty concentrated areas for available units to use their voucher. Also, HACLB is reaching out to as many owners as possible in all areas of the city in order to give participants a larger selection of units, as well as, multiple areas in which to live.

- 4 RAB members would like HACLB to allow for 2-bedroom units if household consists of 1 adult and 1 child.
  Answer - HACLB adopted new subsidy standards in 2005 in order to utilize Housing Assistance Payment (HAP) funds more efficiently and serve as many families as possible.

- 2 RAB members commented that HACLB staff members should always answer phone calls.
  Answer- HACLB adopted a policy to return phone calls within 24 hours as a way to better assist our clients. However, whenever possible, phone calls are returned prior to 24 hours. In addition, customer service training will be provided for staff within the upcoming fiscal year.

- 2 RAB members would like to see rental listings on HACLB's website.

Answer – Rental listings are already included and updated regularly on HACLB's website at www.HACLB.org.

- 2 RAB members would like more programs to educate people on household budgets, affordable home buying programs, and credit repair.
  Answer – These programs and more are available to families that participate on the FSS Program. Opportunities for families on the FSS Program include:
  1. *The HCV (Section 8) Homeownership Program is primarily marketed to families in HACLB's FSS Program who are working and take advantage of the financial literacy classes and other opportunities aimed at assisting a new homeowner;*
  2. *Informational meetings with regards to the Homeownership Program. In addition, the program has been featured in previous HACLB newsletters and other literature;*
  3. *On-site financial literacy classes via FDIC's Money Smart Program. The program is on going and classes are offered twice weekly.*
  4. *Credit counseling and financial literacy classes offered by Operation HOPE, and an IDA Program with a 3-1 savings match and additional financial literacy classes offered by the Long Beach Community Action Partnership.*

- 1 RAB member asked if volunteers could be utilized by HACLB.
  Answer – HACLB has regularly utilized the Workforce Development Division of the City's Community Development Department to obtain interns, as well as, high schools and colleges to obtain volunteers. HACLB will continue to accept assistance from those who would like to provide their services, as long as they meet the requirements.

- 1 RAB member asked if HACLB could provide moving costs for seniors and the disabled.
  Answer – HACLB does not receive funding to assist seniors and disabled families with moving costs. However, HACLB refers families to the City Health Department's Multi-Service Center, as they may be able to assist through small grants that are sometimes received for this purpose. In addition, HACLB will continue to look for other resources that may provide assistance.

- 1 RAB member asked if there any protections for tenants in this economy against foreclosures.
  Answer – Yes, HUD has addressed this issue. If a property with a Section 8 tenant is foreclosed on, the new owner, being an individual or a bank, cannot cancel the HAP contract. Owners may not require tenants to move from the property without sufficient notice.

- 1 RAB member has difficulty reading documents and would like to see communications and literature provided in alternative formats.
  Answer – HACLB will make every effort to provide all future communications in an alternative format in order to address this issue.

- Additional Comments made by RAB members are as follows:
  1. *50% of those surveyed would not like to see any changes at HACLB;*
  2. *19 RAB members think HACLB staff is friendly and helpful;*
  3. *8 RAB members appreciate the ability to have a decent place to live because HACLB pays a portion of the rent;*
  4. *4 RAB members like annual inspections because they make sure the unit is up to standard;*
  5. *3 RAB members like that the tenant portion of the rent is lowered if income decreases;*
  6. *2 RAB members like that the program insists on honesty;*
  7. *Several RAB members enjoy the intimacy of HACLB, the atmosphere is not overwhelming; and,*
  8. *12 RAB members thanked HACLB for being there to help;*

6. After answering questions, Darnisa Tyler called for a vote to accept the 5-Year and Annual Plan as presented, along with the comments made by the RAB members. The plan and comments were accepted unanimously.

7. Darnisa Tyler thanked everyone for their attendance and participation and then adjourned the meeting.

Attachment #1

Violence Against Women Act (VAWA)

HACLB complies with the Violence Against Women Act (VAWA) and recognizes that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as serious or repeated violations of the lease or other "good cause" for termination of the assistance, tenancy, or occupancy rights of a victim of abuse. In addition, criminal activity directly relating to abuse, 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 assistance, tenancy or occupancy rights, if the tenant or immediate family member of the tenant's family is the victim or threatened victim of that abuse. HACLB's activities, goals, and objectives with regards to VAWA are as follows:

- HACLB sets aside five vouchers per year for applicants of the HCV Program who are victims of domestic violence.
- HACLB provides priority moves/ports for victims of domestic violence, dating violence, sexual assault or stalking.
- HACLB will provide individual briefing sessions for victims of domestic violence, dating violence, sexual assault or stalking.
- HACLB will continue to educate staff and participants on VAWA requirements.
- HACLB will continue to take steps to ensure that families participating on the HCV Program are aware of the protections and rights offered under VAWA.
- HACLB will continue to take steps to ensure that property owners participating on the HCV Program are aware of their responsibilities and the requirements related to VAWA, as stated in their Housing Assistance Payment (HAP) contract.