

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 8/30/2011</b>
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1.0	<b>PHA Information</b> PHA Name: <u>Housing Authority of East Baton Rouge Parish</u> PHA Code: <u>LA003</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2015</u>				
2.0	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>909</u> Number of HCV units: <u>3925</u>				
3.0	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program PH      HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <b>The Housing Authority of East Baton Rouge Parish' mission is to provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization.</b>				
5.2	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.  <b>Expand and Improve the Supply and Quality of Assisted Housing, Manage the PHA's Assets and Operations to Maximize Sustainability and Ensure Efficiency, Increase Housing Choices</b> <ul style="list-style-type: none"> <li>• Continue expanding the Housing Choice Voucher (HCV) program with additional Project Based Voucher (PBV) units as part of any mixed finance new construction or renovations of existing Public Housing stock.</li> <li>• Continue to explore and pursue additional funding opportunities including applying for additional HUD-veteran (VASH) vouchers should they become available.</li> <li>• Participate in any FEMA-HUD disaster programs that may arise;</li> <li>• Issue additional vouchers throughout the year as funding allows;</li> <li>• Leverage private and public funds for new development of affordable housing;</li> <li>• Continue the Capital Improvements Program utilizing an up-to-date physical needs assessment for the rehabilitation of properties that have major capital needs;</li> <li>• Promote green practices in operations;</li> <li>• Update 504 Accessibility Plan and make necessary improvements;</li> <li>• Offer landlord information seminars throughout the year so that new and existing landlords are better informed;</li> <li>• Maintain high performer status under HUD's Public Housing Assessment System including physical condition, financial condition, management operations, and capital fund management;</li> <li>• Maintain 98% occupancy rate and 98% collections in Public Housing;</li> <li>• Maintain high performer status under HUD's Section Eight Management Assessment Program with minimum 95% utilization rate, 100% Housing Quality Standards inspections and enforcement, accurate rent calculations;</li> <li>• Maintain existing properties to ensure they meet or exceed safety and living standards; 100% UPCS inspections;</li> <li>• Continue to aggressively identify tenant fraud and seek repayment.</li> </ul> <b>Promote Self Sufficiency for Clients</b> <ul style="list-style-type: none"> <li>• Our HCV Homeownership Program has 18 current participants at this time. Reevaluate the success of the program.</li> <li>• Establishing a Family Self Sufficiency (FSS) Program within the HCV within the next five years. Consideration of FSS Program within the Public Housing Program;</li> <li>• Work towards becoming a Moving To Work agency;</li> <li>• Identify and promote educational opportunities for residents and work with community partners to improve access;</li> <li>• Take an active advocacy role with residents;</li> <li>• Provide resources and referrals to assist residents with achieving financial security and goals;</li> <li>• Link participants to social services and case managers to address physical and mental issues.</li> </ul>				

**5.2 Goals and Objectives con't.**

**Identify and Implement Programs to Create a Continuum of Care for Elderly and/or Residents with Disabilities**

- Engage and provide referrals to partners who can provide assisted living for residents who can no longer meet their obligations as independent tenants due to aging or disability;
- Identify physical and programmatic changes needed to accommodate aging in place;
- Provide housing preference for elderly and/or disabled.

**Promote Safety in Public Housing**

- Provide annual job safety training to staff
- Support and promote positive activities for youth;
- Work with local law enforcement, community organizations, and leaders on crime and fire prevention

**PHA Plan Update**

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

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

**Section 8**

EBRPHA's policies governing tenant eligibility, selection, admission and continued participation for the housing choice voucher program are included in the Administrative Plan. The purpose of the Administrative Plan is to establish policies for carrying out the local Rental Assistance Programs and Voucher Programs in a manner consistent with HUD requirements but not a mere restatement of HUD-mandated policies and procedures. **The Administrative Plan was updated in 2014.**

**PUBLIC HOUSING**

EBRPHA's policies governing tenant eligibility, selection and admission for the public housing program are included in the Admissions and Continued Occupancy Policy (ACOP) for Low Rent Housing. The Admissions and Continued Occupancy Policy for the Public Housing Program is designed to demonstrate that the East Baton Rouge Parish Housing Authority is managing its program in a manner that reflects its commitment to improving the quality of housing available to its public and its capacity to manage that housing in a manner that demonstrates its responsibility to the public trust. At a minimum, the ACOP is reviewed annually to reflect changes in regulation or PHA operation. Utility allowances and flat rents are reviewed annually and updated if applicable. **Utility allowances and flat rents were updated during the current fiscal year and since the last Annual Plan submission. The PHA ACOP was revised and became effective May 1, 2015.** These policies can be viewed at the EBRPHA Administrative Office and each of the Public Housing AMP Base Sites.

**Waiting List**

**Housing Choice Voucher Program**

6.0

The EBRPHA last accepted applications to its Section 8 waiting list in 2010. The waiting list is currently closed with 5,091 applications on file as of April 24, 2015. The list is updated and purged annually.

Applications are processed in preference, date and time order. **Currently there is one preference for elderly/disabled.** The EBRPHA permits specific categories of families onto the waiting list when closed. The specific categories currently established are approved set asides such as the Family Unification Program. Preferences and set-asides are outlined in the Administrative Plan.

**Project Based Voucher Program**

The EBRPHA accepted applications to its Section 8 Project Based Voucher waiting lists for approximately three weeks beginning April 29, 2015. The list is updated and purged annually. Applications are processed in date and time order. There are no preferences on the PBV waiting lists. There are separate lists for each PBV property – Autumn Place, Willow Creek and Roosevelt Terrace.

**Public Housing**

The East Baton Rouge Parish Housing Authority administers its waiting list(s) as required by Federal Regulations. There are no preferences at this time; applications are maintained by date and time sequence. All applicants must meet applicable income eligibility requirements as established by HUD. The PHA manages site-based waiting lists for 12 public housing developments. **There are currently 5,947 applications on file among the 12 lists. Of those 5,947 applications, there are 4,023 individual applicants.** Based on pre-application reported income, 99.3% of applicants are extremely low income, >0.5% are very low income, >0.5% are low income, and 0% are not low income. Lists are opened throughout the fiscal year on an as need basis. The PHA performed an analysis of its family developments to determine concentrations of poverty and the need to promote deconcentration of poverty. The average family income PHA-Wide is \$10,463. While Capitol Square and Duane were above 115% of the Established Income Range (EIR) and Wood Plaza and Zion Terrace was below 85%, all development average incomes were in the extremely low range. There are no preferences on waiting lists.

PHA Plan Update con't.

### **Rent Determination**

#### **Section 8 HCV**

Housing Choice Voucher payment standards were last revised December 2014. **The current standards are at 110% of the FMR.** The Section 8 utility allowance was reviewed and updated in the current fiscal year and since the last Annual Plan update.

The minimum rent for Section 8 is \$50.

#### **Public Housing**

Families residing in Public Housing have a choice of paying income-based or flat rents. The Housing Authority's public housing rent determination is at 30% of AML as stated in the Admissions and Continued Occupancy Policy. There is no minimum income requirement. Flat rents for Public Housing are reviewed and updated annually. Flat rents are established using local rent comparables and review of established Fair Market Rents. Utility allowances and flat rents are reviewed annually and updated if applicable. The Public Housing Flat Rent Structure was updated during the current fiscal year and since the last Annual Plan update. Utility allowances were also reviewed and updated. The minimum rent is \$50.

### **Operation and Management**

The Housing Authority of East Baton Rouge Parish is governed by a seven member board appointed by the City of Baton Rouge Council. The attached organizational chart shows EBRPHA's management structure and organization. The EBRPHA owns 13 public housing developments consisting of 909 public housing units. The Section 8 Department manages the HCV Program as well as a Mod-Rehab Program, Homeownership Program, HUD-VASH, Project Based Voucher Program and any special programs that arise such as DHAP. The HCV Department plans to reestablish an FSS Program.

Public Housing is directly managed, including maintenance services, by the PHA. The EBRPHA has policies in place that govern agency operations. Policies include the Public Housing Admissions and Occupancy Policy (ACOP) including a rent policy, pet policy, community service policy, banning policy, debt repayment policy, VAWA policy, and transfer and reasonable accommodations policy, Dwelling Lease Agreement, Maintenance Plan including Pest Control Management, UIV Policy, Section 8 Administrative Plan, Section 8 Owners Guidebook, Procurement Policy Budgeting, Cash Management, and Accounting Policies.

6.0

### **Grievance Procedures**

#### **Section 8**

The PHA has not established any other informal review procedures in addition to federal requirements found at 24 CFR Part 982 for residents/ applicants in the Section 8 tenant-based assistance program. Procedures are outlined in the Administrative Plan.

#### **Public Housing**

The PHA ACOP spells out the policy and procedures for informal and formal grievance procedures. The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966 Sub-part B for residents/applicants of public housing.

### **Violence Against Women Act (VAWA)**

The Section 8 Administrative Plan and the Public Housing Admissions and Occupancy Policy outlines policies and procedures relating to VAWA.

### **Community and Supportive Services**

The Housing Authority of East Baton Rouge Parish is committed to assisting its families to become economically and socially self-sufficient and offers a variety of programs to its public housing residents.

Community and Supportive Services (CSS) assess the needs of residents and coordinate available resources in the community to meet those needs. In order to accomplish this, CSS focuses on three areas of public housing supportive services: Elderly Services, Resident Services, and Community Services. In elderly services, CSS prioritizes in assisting the elderly public housing population and help them improve living conditions and enable elderly residents to continue to live in place, independently. In Resident Services, CSS also works with Resident Councils to promote the development of local strategies to coordinate the use of assistance under the Public Housing Program with public and private resources, for supportive services and resident empowerment activities.

CSS in conjunction with the housing managers, monitor compliance with the HUD 8-hour Community Service Requirement for designated residents by referring them to Housing Authority self-sufficiency programs and community (public and private sector) training programs, supportive services, and employment.

**PHA Plan Update con't.**

**Safety and Crime Prevention**

The EBRPHA has several safety and crime prevention measures in place. These measures include physical improvements such as additional security lighting, fenced properties, maintained landscaping, and additional police presence. The EBRPHA has an excellent relationship with the local police department.

- Community Policing Program, Baton Rouge Police Department has 3 full-time officers assigned to the PHA.
- Police provide crime data to housing authority staff for analysis and action.
- Police have established an office on housing authority property.
- Police regularly testify in and otherwise support eviction cases.
- Police regularly meet with PHA management and residents.
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services

**Pets**

A Pet Policy is incorporated into the agency ACOP and sets forth the procedures and rules on pets in public housing. The policy was updated along with the ACOP in May 2015.

6.0

Copies of EBRPHA's 5-Year and Annual PHA Plan are available in the Administrative Office at 4731 North Boulevard, Baton Rouge, LA 70806 and each EBRPHA AMP Base Site Office. Additionally, the plan will be made available on EBRPHA's website, [www.ebrpha.org](http://www.ebrpha.org).

**Financial Resources:  
Planned Sources and Uses**

Sources	Planned \$	Planned Uses
<b>1. Federal Grants</b>		
a) Public Housing Operating Fund	\$2,772,264	
b) Public Housing Capital Fund CFP 2014	\$724,447	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$24,232,618	
f) Public Housing Drug Elimination		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME	\$89,249	
j) Section 8 SRO		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
RHF 2014	\$172,626	Capital Improvements
CRP 2013/2015	\$1,203,298	
<b>3. Public Housing Dwelling Rental Income</b>		
	\$2,051,259	Public Housing Operations
<b>4. Other income (list below)</b>		
Late Fees	\$48,720	Public Housing Operations
Excess Utilities	\$160,400	Public Housing Operations
<b>5. Non-federal sources (list below)</b>		

7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p>The renovation of LA003000005 Roosevelt Terrace began in 2014 and will be completed during the 3<sup>rd</sup> quarter of 2015. The mixed finance property is a RAD Conversion and will have 40 Project Based Voucher units.</p> <p>Tax credits were awarded for the River South Phase II project. It will consist of 46 scattered site rental units and is scheduled for completion in December 2016. Ten of the units will be market rate and the remaining 36 will be a mixture of project based vouchers and public housing units.</p> <p>The PHA will pursue acquisition of land from the State of LA, located adjacent to the Willow Creek development. We will work with community stakeholders on the mixed use plan.</p> <p><b>Homeownership</b> The EBRPHA operates a Section 8 Voucher Homeownership Program. At the time of this writing, there are eighteen (18) home owners. There are up to 100 vouchers set aside for this program. The program's success rate is being reevaluated.</p> <p><b>Project-based Vouchers</b> EBRPHA sought approval for up to 20% set aside of its voucher allocation to support PHA new development. Currently, 96 PBV vouchers are in use: Willow Creek family housing 28 vouchers, Autumn Place family housing 28 vouchers, and Roosevelt Terrace family housing 40 vouchers. Each PBV site has a set aside for Permanent Supportive Housing.</p> <p>Future plans for redevelopment of existing Public Housing stock may include the use of additional project based vouchers. The PHA does not have current plans to approve any project based vouchers in the private sector and outside of its own new and redevelopment. This allocation is consistent with EBRPHA's goal to provide quality affordable housing to low-income families.</p> <p><b>Demolition - Disposition</b> At the time of this plan submission, the PHA was awaiting approval on demolition at Turner Plaza, LA003000003 of 24 units (1bldg.) destroyed by fire. There are no plans for additional demolition. EBRPHA HOPE VI scattered vacant land in the Old South Baton Rouge area of East Baton Rouge Parish not being used for new development due to lack of resources or not being suitable, will be considered for disposition.</p> <p><b>Development</b> The PHA is working with its consulting partner in acquiring land and establishing a mixed finance plan for new construction of an "Elderly Only" community.</p> <p>The EBRPHA is currently collaborating with the City of Baton Rouge and other community partners on a major redevelopment of a section of the City including AMP LA003000004, Ardenwood Village, a 93 unit family development. A Choice Neighborhood Initiative Planning Grant application was approved in 2014 and plans are to submit a Choice Neighborhood Initiatives implementation grant in the next funding round. Preliminary plans for Ardenwood Village call for major rehabilitation on the existing site or new construction of public housing within the "Ardendale" boundaries.</p> <p>Potentially work with a developer to build affordable housing units with EBRPHA acquiring ownership when completed.</p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable. <b>See latest approved CFP Annual Stmt. And 5-Year Plan, April 13, 2015</b></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b> <input checked="" type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. <b>The PHA is utilizing a portion of CFP/RHF funds to repay debt on developments LA003000007 Autumn Place and LA003000008 Willow Creek.</b></p>

**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.

Section 8

There are 5,091 families on the waiting list as of April 24, 2015. The HCV waiting list was closed September 17, 2010.

PBV

There are a total 4,004 total families on the three PBV waiting lists as of May 19, 2015. (Some families may be on more than one list.)

Public Housing Site-Based

**Each development maintains its own list. Lists are opened as needed throughout the fiscal year in maintaining an adequate pool of applicants.**

9.0

	# of families	% of total families
Waiting list total	<b>4023</b>	100%
Extremely low income <=30% AMI	3993	99.3%
Very low income (>30% but <=50% AMI)	26	Less than 1%
Low income (>50% but <80% AMI)	4	Less than 1%
Not low	0	0%
Elderly families	57	7%
Families with Disabilities	953	21.3%
Race/ethnicity White	6	1.4%
Race/ethnicity African-Am	4012	99.7%
Race/ethnicity Asian/Pac	3	Less than 1%
Race/ethnicity Am Indian	2	Less than 1%
Characteristics by Bedroom Size (Public Housing Only)		
1 BR	2488	61.8%
2 BR	1241	30.8%
3 BR	267	6.6%
4 BR	20	Less than 1%
5BR +	7	Less than 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.**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources:**

9.1

- Apply for additional rental vouchers for the general population as well as special needs population when funding opportunities are available
- Continue to participate and provide rental assistance in FEMA disaster programs
- Continue to monitor and investigate circumstances of fraud; collect any overpaid subsidies; refer cases to OIG if needed
- Continue the HUD-VASH program
- Continue to utilize the PBV program
- Establish a new FSS program
- Employ effective maintenance and management policies to minimize the number of public housing units off-line and reduce turnover
- Maintain minimal turnaround and leaseup time for vacant public housing units

Strategy for Addressing Housing Needs con't.

**Strategy 2: Increase the number of affordable housing units:**

- Continue outreach efforts to potential voucher landlords
- Monitor and increase voucher payment standards if needed and as funding allows
- Continue the voucher homeownership program
- Establish a new FSS program
- Continue to develop affordable housing opportunities
- Project Based Voucher program
- Counsel HCV participants as to location of units outside of areas of poverty or minority concentration and assist with location of units
- Comply with the Violence Against Women and Justice Department Reauthorization Action of 2013 (VAWA). Continue to work with the Capital Area Family Violence Intervention Center (CAFVIC) to distribute information about domestic violence and VAWA.
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, disability, gender or sexual orientation
- 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, disability, gender or sexual orientation

**Strategy 3: Target available assistance to the elderly:**

- Apply for special-purpose vouchers targeted to the elderly should they become available
- Continue to provide HCV waiting list preference for the elderly/disabled
- Seek financing on an "elderly" only new development

**Strategy 4: Target available assistance to families with disabilities:**

- Apply for special-purpose vouchers targeted to families with disability should they become available
- Continue to provide HCV waiting list preference for the elderly/disabled
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

9.1

**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.

**REPORT ON PROGRESS**

Both the Housing Choice Voucher and Public Housing Programs of the East Baton Rouge Parish Housing Authority have had another productive year despite limitations from continued congressional budget cuts. The EBRPHA has a "HIGH PERFORMER" designation under the Section Eight Management Assessment Program for FY2014, the latest assessment received. The EBRPHA also has a "HIGH PERFORMER" designation under the Public Housing Assessment Program (PHAS) for FY2013, the latest assessment received. The FY2014 audited assessment should result in another high performer designation.

Bayou Ridge-82 unit property subsidized under a HAP contract was renovated and reopened in the Fall of 2012. Autumn Place-42 units and Willow Creek-42 units, both mixed finance Project Based Voucher PBV (28 ea.) and Public Housing (14 ea.) properties were completed in 2013. Roosevelt Terrace is undergoing major renovations and approved for Rental Assistance Demonstration (RAD) conversion. It will consist of 40 PBV assisted units and is scheduled for completion in late 2015. Tax credits were awarded for the River South Phase II 46 rental unit scattered site scheduled to be completed in December 2016.

As part of the Roosevelt Terrace RAD conversion/renovation, 40 additional vouchers are scheduled to be issued during FY2015. Twenty-five additional VASH vouchers were received in 2014 and another 10 in 2015 bringing our agency total to 59. For the 1<sup>st</sup> time in several years, during FY2015, the PHA was able to issue vouchers from its waiting list.

We continue to aggressively identify overpayment of subsidy due to fraud or other reasons. We are working with the OIG office to pursue prosecution on fraud cases as they develop. In most cases, we are able to successfully enter into a repayment agreement with the client so that the funds are recovered. In the past five years, the PHA has recovered over \$323,600.

We intend to convert to electronic files with the implementation of a new software system in 2015/2016. Existing files will be converted over time. This will alleviate storage issues and increase efficiency.

Landlord seminars began in 2015 and were well received.

We served families through a variety of programs and have worked diligently to maintain 98% or better reporting in HUD's PIH Information Center (PIC).

For additional information, see Section 7.0.

(b) **Significant Amendment and Substantial Deviation/Modification.** Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

The East Baton Rouge Parish Housing Authority defines the term "Significant Amendment and Substantial Deviation/Modification" as any change with regard to Demolition or Disposition, Housing Designation, Homeownership Plan, Conversion Activities, and Capital Improvements not previously documented in the CFP 5-year Action Plan and/or Annual Statement that exceed \$250,000.

As part of the Rental Assistance Demonstration (RAD), the Housing Authority of East Baton Rouge Parish is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:

- a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- b. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- c. Changes to the financing structure for each approved RAD conversion.

10.0

11.0

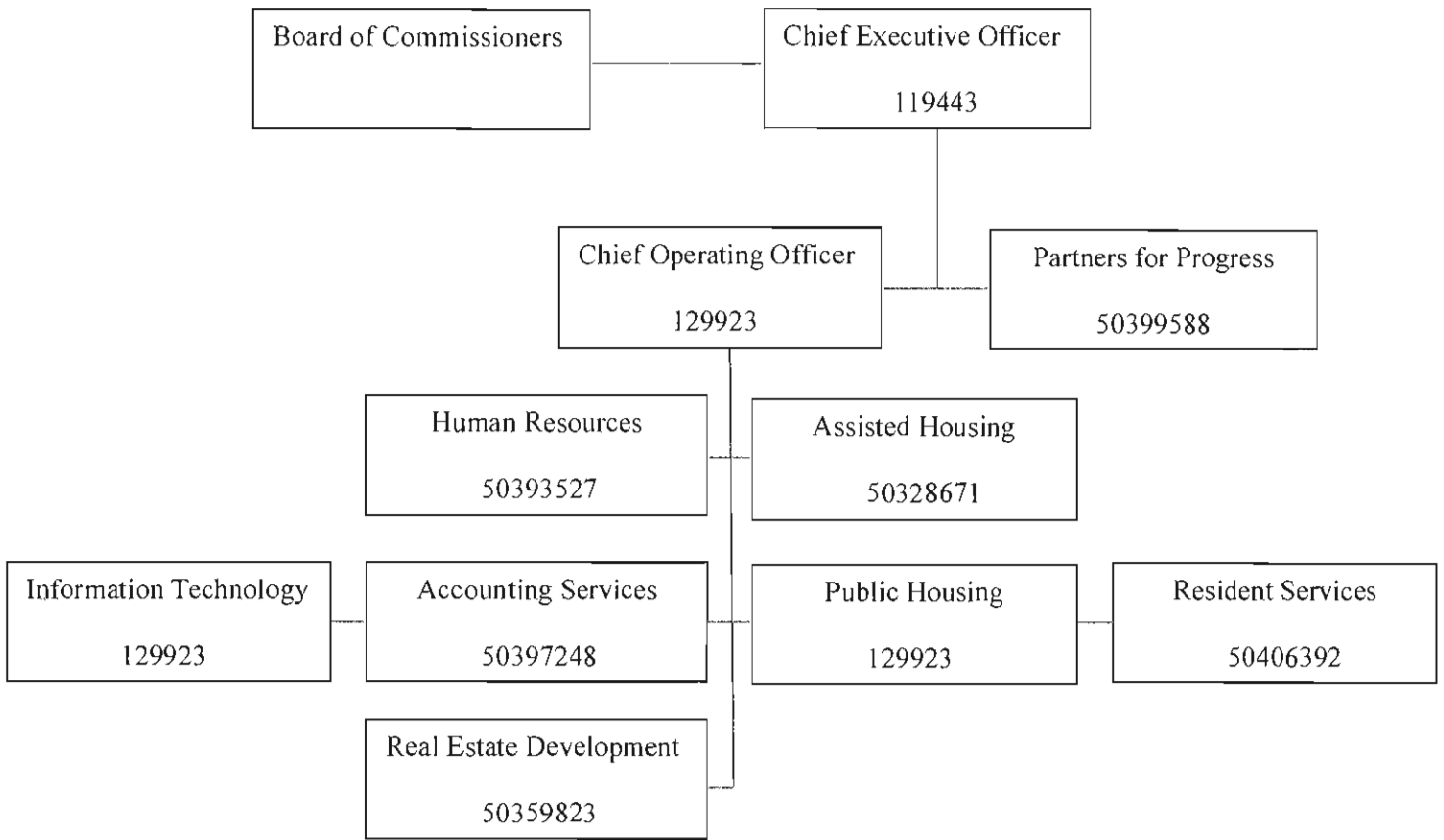
**Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) 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)



Housing Authority of East Baton Rouge Parish

Organizational Structure



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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 10/01/15, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

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

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.


Housing Authority of East Baton Rouge Parish  
PHA Name

LA003  
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2015 - 2019

Annual PHA Plan for Fiscal Years 2015 - 2016

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 <b>Al Gensler</b>	Title <b>First Vice-Chairman</b>
Signature 	Date July 14, 2015

# Certification for a Drug-Free Workplace

U.S. Department of Housing  
and Urban Development

Applicant Name

Housing Authority of East Baton Rouge Parish

Program/Activity Receiving Federal Grant Funding

PHA 2015-19 Five Year Plan and 2015-16 Annual Plan

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.


2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

All Public Housing Properties and the HAEBRP Administrative Offices located at 4730 and 4731 North Boulevard, Baton Rouge, Louisiana 70806

Check here  if there are workplaces on file that are not identified on the attached sheets.

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 Richard L. Murray	Title CEO
Signature X 	Date July 9, 2015

**Certification of Payments  
to Influence Federal Transactions**

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

Applicant Name

Housing Authority of East Baton Rouge Parish

Program/Activity Receiving Federal Grant Funding

PHA 2015 Five Year Plan and 2015-16 Annual Plan

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

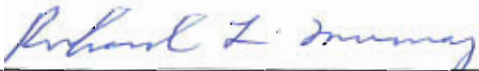
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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 Richard L. Murray	Title CEO
Signature 	Date (mm/dd/yyyy) 07/09/2015

## DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB  
0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 4c	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Housing Authority of East Baton Rouge Parish 4731 North Blvd., Baton Rouge, LA. 70806  Congressional District, if known: 6th	
<b>6. Federal Department/Agency:</b> U.S. Dept. of Housing and Urban Development	<b>7. Federal Program Name/Description:</b> PHA Five Year Plan 2015-19 and 2015-16 PHA Annual Plan  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>  The Housing Authority of EBRP does not engage in lobbying activities.	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the law above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Richard L. Murray</u> Title: <u>CEO</u> Telephone No.: <u>225-923-8100</u> Date: <u>07/09/2015</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## PHA FIVE YEAR PLAN AND ANNUAL UPDATE (FFY 2015-2019)

### RESIDENT ADVISORY BOARD (RAB) COMMENTS

The PHA Plan was discussed at quarterly meetings. Each AMP/Property submitted comments that included desired physical improvements and programs/services for their properties. The requests for physical improvements are on file and will be taken into consideration when the CFP annual statements and five year rolling plan are updated utilizing the agency Physical Needs Assessment. The Resident Services Department will work with resident groups to identify existing outside resources to establish on site adult and youth programs/services.

PHA FIVE YEAR PLAN AND ANNUAL UPDATE (FFY 2015-2019)

CHALLENGED ELEMENTS

There were no challenged elements.



**Resolution Number 2015-16**

**Approval of the PHA Certification of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA Five (5) Year Plan for Fiscal Years 2015-2019 and  
Standard Annual Public Housing Agency (PHA) Plan for Federal Fiscal Year 2015**

**BE IT KNOWN**, that on the 13<sup>th</sup> day of July 2015, the Board of Commissioners of the Housing Authority of East Baton Rouge Parish met in Regular Session at 12:00 Noon at East Baton Rouge Parish Housing Authority, located at 4731 North Boulevard, City of Baton Rouge, Parish of East Baton Rouge, Louisiana. At said meeting, the following Resolution was adopted by Vote of the Board of Commissioners as follows.

**WHEREAS**, the Housing Authority of East Baton Rouge Parish is responsible for its proper operations of its Public Housing and Section 8 Programs; and

**WHEREAS**, the U. S. Department of Housing and Urban Development (HUD) requires the Housing Authority of East Baton Rouge Parish to submit the Public Housing Agency Five (5) Year Plan for Fiscal Years 2015-2019 and Standard Annual Public Housing Agency (PHA) Plan for Federal Fiscal Year 2015 (the "Plan") to HUD.

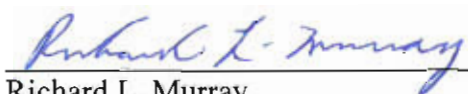
**WHEREAS**, the Housing Authority of East Baton Rouge Parish has developed the Public Housing Agency Five (5) Year Plan for Fiscal Years 2015-2019 and Standard Annual Public Housing Agency (PHA) Plan for Federal Fiscal Year 2015 to HUD in accordance with the rules and regulations of U. S. Department of Housing and Urban Development, including the required Public Hearing.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of East Baton Rouge Parish that the Authority's Public Housing Agency Plan, as prepared by staff, is hereby approved, and the Chairman and/or Executive Director are/is authorized to execute required certifications and related documents and submit the "Plan" to the U. S. Department of Housing and Urban Development for the Public Housing Agency Five (5) Year Plan for Fiscal Years 2015-2019 and Standard Annual Public Housing Agency (PHA) Plan for Federal Fiscal Year 2015 to HUD.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Board of Commissioners of the Housing Authority of East Baton Rouge at the Regular Meeting held on the 13<sup>th</sup> day of July 2015. I further certify that a Quorum of the members of the Board of Commissioners was present at this meeting and that this Resolution was adopted by Vote of 3 Yeas to 0 Nays 1 Abstained.



Al Gensler  
Frist Vice-Chair



Richard L. Murray  
Chief Executive Officer