# Annual PHA Plan (Standard PHAs and Troubled PHAs) 

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

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

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by STANDARD PHAs or TROUBLED PHAs. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

## Definitions.

(1) High-Performer PHA - A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
(2) Small PHA - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
(3) Housing Choice Voucher (HCV) Only PHA - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
(4) Standard PHA - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
(5) Troubled PHA - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
(6) Qualified PHA - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.
A. PHA Information.
A. 1

| Brunswick Housing Authority, City of Brunswick |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| PHA Type: $\boxtimes$ Standard PHA $\square$ Troubled PHA (Substandard physical score) |  |  |  |  |  |
| PHA Plan for Fiscal Year Beginning: (MM/YYYY): _07/2023 |  |  |  |  |  |
| PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) |  |  |  |  |  |
| Number of Public Housing ( $\mathbf{P H}$ ) Units $\qquad$ 589 $\qquad$ Number of Housing Choice Vouchers (HCVs) _ 750 $\qquad$ Total Combined Units/Vouchers $\qquad$ 1339 $\qquad$ |  |  |  |  |  |
| PHA Plan Submission Type: $\boxtimes$ Annual Submission $\quad \square$ Revised Annual Submission |  |  |  |  |  |
| Availability of Information. PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. |  |  |  |  |  |
|  |  |  |  |  |  |
| $\square$ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) |  |  |  |  |  |
| Participating PHAs | PHA <br> Code | Program(s) in the Consortia | Program(s) not in the Consortia | No. of Units in Each Program |  |
|  |  |  |  | PH | HCV |


B. 2 New Activities.
(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?


Hope VI or Choice Neighborhoods.
Mixed Finance Modernization or Development.
Demolition and/or Disposition.
Designated Housing for Elderly and/or Disabled Families.
Conversion of Public Housing to Tenant-Based Assistance.
Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
Occupancy by Over-Income Families.
Occupancy by Police Officers.
Non-Smoking Policies.
Project-Based Vouchers.
Units with Approved Vacancies for Modernization.
Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).
(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.

All the items checked yes are in the preliminary stages of planning.

## Progress Report.

B. 3

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. The Brunswick Housing continues to work to fulfill its mission and goals. We continue to overcome the challenge of many agencies prolonged issues due to the COVID outbreak causing delay of needed supplies and the lack of people looking for work, lack of residents calling repairs in as needed causing more damage, as well as the previous administration leaving without the adequate guidance of the semantics of where the requirements for the agency stood. During the change of administration our Housing Stock was inspected and found not to be where it has been in the past or where it needs to be. We have entered into a corrective action plan with HUD guidance to get the housing stock back to where it needs to be. We are working with several programs to assist our tenants to acquire employment, both the Jobs Plus Grant, PACE program and Sea Island (has offered to assist our residents at no cost to us or our tenants). We will continue our resident Person Responsibility Workshops, we have our first resident Council formed and are expecting more to be formed. We have continued our Communities in Schools at two elementary schools, that most of residents attend. We offer a wide range of opportunities for residents to better themselves. We are promoting free or reduced broad band to our students in order to assist them in both education as well as job preparedness. We continue to work with our Foster Youth Initiative program. We are contemplating converting one of our public housing assets under the HUD -RAD program. We have started our VASH Voucher program in hopes of expanding the relationships both wit Veterans and Foster Youth programs. We will continue to look for ways to expand opportunities for our residents in both the HCV program and the Public

|  | Housing Program including use of surveys and outreach programs. The Brunswick Housing Authority will start the process to have a Move To Work status to benefit the very low and low income individuals to move on to not only higher incomes but to home ownership for the individuals. |
| :---: | :---: |
| B. 4 | Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. |
| B. 5 | Most Recent Fiscal Year Audit. <br> (a) Were there any findings in the most recent FY Audit? <br> Y N IN PROGRESS <br> (b) If yes, please describe: Final version of Agency Plan will state any findings due to Audit completion date. See attached: Schedule of finding and questioned costs for the year ended June 30, 2022. |
| C. | Other Document and/or Certification Requirements. |
| C. 1 | Resident Advisory Board (RAB) Comments. <br> (a) Did the RAB(s) have comments to the PHA Plan? <br> $\stackrel{\mathrm{N}}{\mathrm{B}}$ <br> (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. |
| C. 2 | Certification by State or Local Officials. <br> 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. |
| C. 3 | Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. <br> Form HUD-50077-ST-HCV-HP, PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations <br> Including PHA Plan Elements that Have Changed, must be submitted by the PHA as an electronic attachment to the PHA Plan. |
| C. 4 | Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. <br> (a) Did the public challenge any elements of the Plan? |


|  |  <br> If yes, include Challenged Elements. |
| :---: | :---: |
| C. 5 | Troubled PHA. <br> (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? <br> $\mathrm{Y} \quad$ N N/A $\square \square \square$ <br> (b) |
| D. | Affirmatively Furthering Fair Housing (AFFH). |
| D. 1 | Affirmatively Furthering Fair Housing (AFFH). <br> Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item. <br> Fair Housing Goal: <br> Describe fair housing strategies and actions to achieve the goal <br> BHA will continue to employ the federal preferences in our HCV Program afforded to victims of domestic violence, homelessness, rent burdens and substandard housing and substandard housing as it relates to VAWA. All Landlords continue to get the Tenancy Addendum (HUD form 52641-A) which outlines the protection from evictions for victims of abuse. The Violence against Women Act of 2013 (VAWA) and the HUD regulation at 24 CFR 5.2005(b) prohibit PHAs from denying admission to an otherwise qualified applicant on the basis or as a direct result of the fact that the applicant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. VAWA 2013 expanded notification requirements to include the obligation for PHAs to provide applicants who are denied assistance with a VAWA Notice of Occupancy Rights (form HUD-5380) and a domestic violence certification form (HUD-5382) at the time the applicant is denied. |
|  | Fair Housing Goal: |

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

The Brunswick Housing Authority has attended Fair Housing training classes annually put on by our local Fair Housing Department. We will continue attend workshops and training by the local Fair Housing, as well as attend upcoming training offered for Fair Housing to keep our employees up to date on all policies and procedures.

Fair Housing Goal:
Describe fair housing strategies and actions to achieve the goal
The Housing Authority has a partnership with LOVESMART, INC., is a 501c3 nonprofit organization that brings awareness to Dating Violence. They specialize in educating and supporting communities through dating violence curriculum, outreach programs such as workshops and community events. This is to help with our residents that are Victims of Domestic Violence and Dating Violence.

## Instructions for Preparation of Form HUD-50075-ST

Annual PHA Plan for Standard and Troubled PHAs
A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)
A. 1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR \$903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))
B. Plan Elements. All PHAs must complete this section.
B. 1 Revision of Existing PHA Plan Elements. PHAs must:

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

$\square$
Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable

Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR $\$ 903.7$ (a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy. (24 CFR \$903.7(a)(2)(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 $\S 903.2(b)(2)$ for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR $\S 903.7(\mathrm{~b})$ ) 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))
$\square$ 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 $\$ 903.7(\mathrm{e})$ )

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))
$\square$ 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 (24 CFR $\$ 903.7(1)$ ). Provide a description of: 1) Any programs relating to services and amenities provided or offered to assisted families; and 2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(1))

Safety and Crime Prevention (VAWA). Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A
description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

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._For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.
PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. ( 24 CFR \$903.23(b))
B. 2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

HOPE VI or Choice Neighborhoods. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. (Notice PIH 2011-47)
$\square$ Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: https://www.hud.gov/program offices/public indian_housing/programs/ph/hope6/mfph\#4
$\square$ Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437 p ); and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (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, 5) the number of units affected and; 6) expiration date of the designation of
any HUD approved plan. Note: The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))
$\square$ Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/conversion.cfm. (24 CFR §903.7(j))

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

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 and Notice PIH-2017-03. (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) ).
$\square$ 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).
$\square$ 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 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR \$903.7(r)(1))
B. 4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR $\$ 903.7(\mathrm{~g})$ ). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."
B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR \$903.7(p))

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

C. 1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ( 24 CFR §903.13(c), $24 \mathrm{CFR} \$ 903.19$ )
C. 2 Certification by State of Local Officials. Form HUD-50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
C. 3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed. Form HUD-50077-ST-HCV-HP, PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of $\S \S 903.7(\mathrm{o})(1)$ and $903.15(\mathrm{~d})$ and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154 or 24 CFR 5.160(a)(3) as applicable; (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).
C. 4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.
C. 5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR \$903.9)

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

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

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

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 7.52 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

# Annual PHA Plan (Standard and Troubled PHAs) Compliance Review Checklist for the HUD-50075-ST 

PHA NAME: Brunswick Housing Authority

PHA CODE: GA009
PHA FYB: $6 / 30$
OFFICIAL SUBMISSION DATE:
OFFICIAL END OF 75-DAY REVIEW PERIOD

## Use the chart to determine categories for the purpose of the annual PHA plan. <br> DEFINE THE PHA (SELECT ONLY APPLICABLE CATEGORIES)

| PHA TYPE | YES | NO |
| :--- | :---: | :---: |
| High Performer PHA | $\square$ | $\square$ |
| Small PHA | $\square$ | $\square$ |
| Housing Choice Voucher Only (HCV) | $\square$ | $\square$ |
| Standard PHA | X | $\square$ |
| Troubled PHA | $\square$ | $\square$ |

## Definitions

(1) High-Performer PHA - A PHA that owns or manages more than $\mathbf{5 5 0}$ 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 on 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 $\mathbf{2 5 0}$ public housing units and any number of vouchers where the total combined units exceed 550.
(3) Housing Choice Voucher (HCV) Only PHA - A PHA that administers more than $\mathbf{5 5 0} \mathbf{H C V s}$, 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 $\mathbf{2 5 0}$ or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
(5) Troubled PHA - A PHA that achieves an overall PHAS or SEMAP score of less than $\mathbf{6 0}$ percent.

| HIGH <br> PERFORMER | SMALL PHA | HCV ONLY | STANDARD PHA | TROUBLED <br> PHA |
| :--- | :--- | :--- | :--- | :--- |
| HUD-50075-HP | HUD-50075-SM | HUD-50075-HCV | HUD-50075-ST | HUD-50075-ST |
| More than 550 <br> combined PH <br> and HCV | Less than 250 PH <br> and any \# vouchers <br> where total combined <br> exceed 550 | More than 550 <br> HCVs | 250 or more PH and <br> any \# vouchers where <br> total combined <br> exceeds 550 | PHAS or SEMAP <br> score of less than <br> $\mathbf{6 0 \%}$ |
| AND - High <br> Performer on <br>  <br> SEMAP both |  | Not SEMAP |  |  |
|  | Troubled | AND - Standard <br> Performer on either <br> PHAS or SEMAP | ANY Troubled <br> Score in PH or <br> HCV or both |  |

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 - would not submit any ANNUAL PHA plan template: submits the $\mathbf{5}$ YEAR PHA plan template.

NOTE: PHAs must be over 550 combined to use HIGH PERFORMER template.
WHICH PHA PLAN TEMPLATE WAS SUBMITTED?

| HUD 50075-HP | HUD 50075-SM | HUD-50075-HCV | HUD-50075-ST | HUD-50075-5Y |
| :---: | :---: | :---: | :---: | :---: |
| $\square$ | $\square$ | $\square$ | $\boxtimes$ | $\square$ |

## Annual PHA Plan（Standard and Troubled PHAs） Compliance Review Checklist for the HUD－50075－ST

| Section A－PHA Information（all PHAs） | YES | NO | N／A |
| :---: | :---: | :---: | :---: |
| Is the PHA Plan type correct？ <br> If no，explain below the description of the technical disapproval of the template submitted by the PHA： | 区 | $\square$ | $\square$ |
| Submission Type（All PHAs） | YES | NO | N／A |
| Does the PHA Plan provide the required information？ <br> （Submission types：Standard／Troubled：Annual Plan or Revised Annual Plan．） <br> If information in this component is not in compliance with PHA Plan requirements， explain： | 『 | $\square$ | $\square$ |
| Inventory Type（All PHAs） | YES | NO | N／A |
| Does the PHA Plan provide the required information，including units gained through transfers and mergers？（Unit count is based on the total number of authorized vouchers and public housing dwelling units under the ACC．） <br> If information in this component is not in compliance with PHA Plan requirements， explain： | 『 | $\square$ | $\square$ |
| Availability（All PHAs） | YES | NO | N／A |
| Did the PHA list specific locations where the public may obtain a copy of the PHA Plan？ | 区 | $\square$ | $\square$ |

## Annual PHA Plan（Standard and Troubled PHAs） Compliance Review Checklist for the HUD－50075－ST

| Does the number of locations seem reasonably accessible to the public？ | 区 | $\square$ | $\square$ |
| :---: | :---: | :---: | :---: |
| Did the PHA post complete copies of the PHA Plans at the main office or central office， and all Asset Management Project（AMP）offices？ <br> If information in this component is not in compliance with PHA Plan requirements， explain： | 区 | $\square$ | $\square$ |
| （Optional－do not reject because unanswered or no）Was a copy posted on an official website for the PHA？ | $\square$ | 区 | $\square$ |
| （Optional－do not reject because unanswered or no）Was a copy provided to the Resident Council（s）？ | 区 | $\square$ | $\square$ |
| PHA Consortia | YES | NO | N／A |
| Does the PHA Plan provide the required information，as applicable？ <br> If information in this component is not in compliance with PHA Plan requirements， explain： | $\square$ | $\square$ | 区 |


| SECTION B－PLAN ELEMENTS |  |  |  |
| :--- | :---: | :---: | :---: |
| Section B．1－Revision of Existing PHA Plan Elements |  |  |  |
| B．1．a．Does the PHA Plan indicate that any existing PHA Plan Elements were revised？ | $\boxed{ }$ | $\boxed{ }$ | $\square$ |
| B．1．b．Were the revised elements described in the plan？ | $\square$ | $\boxtimes$ | $\square$ |
| B．1．c．Did the PHA submit its Deconcentration Policy for Field Office review？ | $\square$ | $\boxtimes$ | $\square$ |
| If information in this component is not in compliance with PHA Plan requirements， <br> explain： |  |  |  |


| Section B．2－New Activities | YES | NO | N／A |
| :--- | :---: | :---: | :---: |
| Does the PHA Plan indicate new activities are planned？ | $\boxed{ }$ | $\square$ |  |
| If new activities are planned for the current year，does the PHA Plan describe the <br> activities？ | $\square$ | $\square$ |  |
| For new demolition activities，does the PHA describe the housing development or portion <br> thereof，owned by the PHA for which the PHA has applied or will apply for demolition <br> and／or disposition approval under Section 18？ | $\boxed{ }$ | $\square$ | $\square$ |

## Annual PHA Plan (Standard and Troubled PHAs) Compliance Review Checklist for the HUD-50075-ST

| Section B.2 - New Activities | YES | NO | N/A |
| :--- | :---: | :---: | :---: |
| If using Project-Based Vouchers (PBVs), does the PHA Plan provide the projected <br> number of project-based units and general locations, and describe how project-basing <br> would be consistent with the PHA Plan? | $\square$ | $\square$ | $\boxtimes$ |
| If the information in this component is not in compliance with PHA Plan requirements, <br> explain: |  |  |  |


| Section B. $\mathbf{3}$ - Progress Report | YES | NO | N/A |
| :--- | :---: | :---: | :---: |
| Does the PHA Plan provide a description of the PHA's progress in meeting its Mission <br> and Goals described in the PHA's 5-Year Plan and Annual Plan? | $\boxed{~}$ | $\square$ | $\square$ |


| Section B.4 - Capital Improvements | YES | NO | N/A |
| :--- | :---: | :---: | :---: |
| Does the PHA Plan provide a reference to the most recent HUD-approved 5-Year Action <br> Plan in EPIC and the date that it was approved? | $\boxtimes$ | $\square$ | $\square$ |


| Section B. $\mathbf{5}$ - Most Recent Fiscal Year Audit (5 Year Plan submissions ONLY) | YES | NO | N/A |
| :--- | :---: | :---: | :---: |
| Does the PHA Plan indicate there were findings in the most recent FY Audit? | $\boxtimes$ | $\square$ | $\square$ |
| Did the PHA Plan describe those findings? | $\boxtimes$ | $\square$ | $\square$ |


| C. Other Document and/or Certification Requirements |  | YES |  |
| :--- | :---: | :---: | :---: |
| NO | N/A |  |  |
| C.1.a. Did the RAB(s) have comments to the PHA Plan? | $\square$ | $\boxtimes$ | $\square$ |
| C.1.b. If yes, does the PHA submit the comments as an attachment to the PHA Plan? | $\square$ | $\square$ | $\boxtimes$ |
| Does the PHA submit a narrative describing their analysis of the RAB recommendations? | $\square$ | $\boxtimes$ | $\square$ |
| Does the PHA submit the decisions made on these recommendations? | $\square$ | $\square$ | $\boxtimes$ |


| C.2 - Certification by State or Local Officials | YES | NO | N/A |
| :--- | :---: | :---: | :---: |
| Does the PHA Plan have an attached electronic copy of the form HUD-50077-SL, <br> Certification by State or Local Officials of PHA Plans Consistency with the Consolidated <br> Plan? | $\boxtimes$ | $\square$ | $\square$ |

## Annual PHA Plan (Standard and Troubled PHAs) Compliance Review Checklist for the HUD-50075-ST

| C.3 - Civil Rights Certification/Certification Listing Policies and Programs that the <br> PHA has Revised since Submission of its last Annual Plan. | YES | NO | N/A |
| :--- | :---: | :---: | :---: |
| Does the PHA Plan have an attached electronic copy of the form HUD-50077-ST-HCV- <br> HP, PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws <br> and Regulations Including PHA Plan Elements that Have Changed? | $\boxtimes$ | $\square$ | $\square$ |


| C. 4 - Challenged Elements. | YES | NO | N/A |
| :--- | :---: | :---: | :---: |
| Does the public challenge any elements of the plan? | $\square$ | $\boxtimes$ | $\square$ |
| If yes, does the PHA Plan list the challenged element(s) and the source of the challenge? | $\square$ | $\square$ | $\boxtimes$ |
| If yes, does the PHA Plan list the PHA's response to the public? | $\square$ | $\square$ | $\boxtimes$ |
| If information in this component is not in compliance with PHA Plan requirements, <br> explain: |  |  |  |


| C. $\mathbf{5}$ Troubled PHA. | YES | NO | N/A |
| :---: | :---: | :---: | :---: |
| a)Does the PHA have any current Memorandum of Agreement, Performance <br> Improvement Plan, or Recovery Plan in place? | $\square$ | $\boxtimes$ | $\square$ |
| b) $\quad$ If yes, does the PHA describe the agreement or plan in place? | $\square$ | $\boxtimes$ | $\square$ |

## SECTION D AFFIRMATIVELY FURTHERING FAIR HOUSING (AFFH)

HUD's AFFH rules are evolving as of the publication of this checklist; no need to complete this section at this time; this will be updated once HUD's AFFH intentions are clear.

Until such time as the PHA is required to submit an AFFH, the PHA is not obligated to complete this chart.

| PRESENCE OF OUTSTANDING CIVIL RIGHTS ISSUES | YES | NO |
| :--- | :--- | :--- |

Is the PHA listed on the Office of General Counsel's list of PHAs with outstanding civil rights compliance issues?

Civil Rights Threshold List

# Annual PHA Plan (Standard and Troubled PHAs) Compliance Review Checklist for the HUD-50075-ST 

## DISPOSITION OF REVIEW

PHA Name: Brunswick Housing Authority
PHA No.: GA009

Reviewed by (print name \& title): JJessica F Shaw, Portfolio Management Specialist
$\boxtimes$ I have reviewed this PHA Plan, and it is approvable under the PHA Plan Notices and guidance materialsI have reviewed this Plan and recommend disapproval based on the criteria listed above.
signature_ Tessica F Shaw
Date: $\quad 5 / 3 / 2023$

Reviewed by (print name \& title):I have reviewed this PHA Plan and it is approvable under the PHA Plan Notices and guidance materialsI have reviewed this Plan and recommend disapproval based on criteria listed above.

Signature $\qquad$ Date: $\qquad$
Reviewed by (print name \& title): $\qquad$I have reviewed this PHA Plan and it is approvable under the PHA Plan Notices and guidance materialsI have reviewed this Plan and recommend disapproval based on criteria listed above.

Signature $\qquad$ Date: $\qquad$
U. S. Department of Housing and Urban Development

Region IV
Five Points Plaza
40 Marietta Street
Atlanta, Georgia 30303-2806
May 3, 2022

Ms. Jaimmie Howes
Director of Human Resources
Brunswick Housing Authority
Post Office Box 1118
Brunswick, Georgia 31521-1118

## Subject: Annual PHA Plan

Brunswick Housing Authority
Dear Ms. Howes:
This letter is to inform you that the Housing Authority of Brunswick's Annual PHA Plan submission dated April 5, 2023, for your PHA fiscal year beginning July 1, 2023, is approved. This approval does not constitute an endorsement of the strategies and policies outlined in the plan. In providing assistance to families under programs covered by this plan, the Housing Authority of Brunswick will comply with the rules, standards, and policies established in its approved plan, as provided in 24 CFR 903 and other applicable regulations. Your approved plan and all required attachments and documents must be made available for review and inspection at the principal office of the PHA during normal business hours.

As implemented by the Public Housing Capital Fund Program Final Rule, approval for the Capital Fund Program Annual Statement for Federal Fiscal Year 2023 and the Capital Fund Five-Year Action Plan has been decoupled from the PHA Five-Year and Annual Plan Process. You will be notified in separate correspondence of the approval of these documents.

Should you have any questions or need additional information, please contact Portfolio Management Specialist, Jessica F. Shaw, at (678) 732-2586 or Jessica.F.Shaw @hud.gov.

Sincerely,
DocuSigned by:
kenner, Robent $l$
Robefertuasketffler
Interim Director
Office of Public Housing


## Certificate Of Completion

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