

PALM BEACH COUNTY HOUSING AUTHORITY

Five (5) Year Plan

Fiscal Years 2021 - 2024



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Palm Beach County Housing Authority
 Five Year Plan
 Fiscal Years 2021 - 2024

5-Year PHA Plan (for All PHAs)

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

OMB No. 2577-0226
 Expires: 02/29/2016

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

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A. PHA Information.

A.1 PHA Name: Palm Beach County Housing Authority (PBCHA) **PHA Code:** FLO80

PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10.2020

PHA Plan Submission Type: 5-Year Plan Submission Revised 5-Year Plan Submission

Availability of Information. In addition to the items listed in this form, 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. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. 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 websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

PBCHA's proposed 5 -Year Plan, Annual Plan, PHA Plan Elements, CFP 5-Year Action Plan and Public Hearing Information can be found at the following locations:

- 1) Palm Beach County Housing Authority Administrative Office, 3432 West 45th Street, West Palm Beach, FL 33407
- 2) Dyson Circle Apartments, 4695 N. Dyson Circle, West Palm Beach, FL 33415
- 3) Schall Landings Apartments, 2402 Schall Circle, West Palm Beach, FL 33417
- 4) Seminole Estates, 6388 Seminole Circle, Lantana, FL 33462
- 5) Drexel House Apartments, 1745 Drexel Road, West Palm Beach, FL 33417
- 6) Housing Authority Website: <http://www.pbchafi.org>
- 7) Resident Advisory Board (RAB) Members received an electronic and/or hard copy of all Draft Plans referenced above.
- 8)

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

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

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B. 5-Year Plan. Required for all PHAs completing this form.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years.

Our people are committed to the endeavor of preserving and building quality, affordable housing in choice inclusive neighborhoods – using housing as a platform for social and economic advancement.



B.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.

Goals and Objectives

Under new leadership, PBCHA will undertake updating and/or revising its strategic plan to incorporate newly developed mission and goals aimed at transforming its public housing and improving the efficiency of its operations. Until that time, PBCHA continues to work toward its current stated goals as progress against its current stated goals and objectives as identified below;

Goal/Action Plan Item		
Goal #1.	The PBCHA will take actions to ensure the implementation of strategic goals.	
	Action Plan #1	Build synergy for strategic planning implementation through the engagement of the Board, Staff, Residents, and External Stakeholders.
	Action Plan #2	Complete of the action plan templates with the required information.
	Action Plan #3	Provide master schedule of action plan implementation timelines.
	Action Plan #4	Provide a Strategic Planning Balanced Scoreboard monitoring and tracking system for use by the Executive Director and Board.
	Action Plan #5	Provide a PBCHA Business Plan for Sustainability.
	Action Plan #6	Complete a Board Policies Manual.
	Action Plan #7	Apply Balanced Scorecard to assess strategic planning implementation and overall agency progress.
Goal #2.	The PBCHA will bring clarity to its public image and agency profile through an expanded marketing and promotion of its new vision, mission, values, and goals, and will express how these strategic initiatives will improve the quality of life in Palm Beach County.	
	Action Plan #1	Form an Ad Hoc Marketing Committee comprised of Board, Staff, and the marketing consulting firm.
	Action Plan #2	Update and expend the website to provide transparency on the agency mission, programs, staff, portfolio, and strategic plan.
	Action Plan #3	Prepare a PowerPoint presentation that “tells the story” of PBCHA and its residents and develop TV Show to air on Channel 20.
	Action Plan #4	Complete a comprehensive Customer Satisfaction Survey to determine satisfaction levels, wants and needs.
	Action Plan #5	Develop a marketing culture, and employee marketing expectations.
Goal #3.	Human Resources Planning: The PBCHA will evaluate and refine staffing to meet the ongoing needs of the agency.	
	Action Plan #1	Provide transparency and clarity on the PBCHA organization of its human resources.
	Action Plan #2	Review and update the human resources instruments and benefits.
	Action Plan #3	Complete a comprehensive organizational assessment of the PBCHA.
	Action Plan #4	Provide effective advancement and training opportunities for professional growth.

	Action Plan #5	Provide for the continuity of operations during a natural or man-made disaster impacting on the office or residences.
Goal #4.	County Stakeholders Engagement: The PBCHA will significantly expand its engagement with governmental, non-profit, for-profit, and foundation partners that share the vision, mission, and values of the agency.	
	Action Plan #1	Engage PBCHA in key affordable housing planning processes in the County that will impact funding priorities.
	Action Plan #2	Prepare a PowerPoint overview on PBCHA that can be presented by Board, Staff, and Residents to key stakeholders.
	Action Plan #3	Complete Memorandum of Agreement with many of the key support services providers in Palm Beach County.
	Action Plan #4	Provide for E-Communications that will offer an additional option for marketing PBCHA programs and services.
	Action Plan #5	Consider business model options for collaborating with other housing authorities in Palm Beach County.
Goal #5.	Support Services Linkages: The PBCHA will strengthen, and in some cases, formalize additional partnership agreements with key partners in Palm Beach County that can provide critical self-sufficiency and independent living support services.	
	Action Plan #1	Identify and profile the current support service providers that are providing assistance to PBCHA residents.
	Action Plan #2	Identify and profile support service providers not currently assisting PBCHA residents.
	Action Plan #3	Apply for Resident Opportunity and Self-Sufficiency (ROSS) Grant.
	Action Plan #4	Define communication linkages between providers, staff, and residents to monitor and evaluate support services.
	Action Plan #5	Implement some support services on-site in PBCHA developments.
	Action Plan #6	Redefine the self-sufficiency and independent living goals, action plans, and processes.
	Action Plan #7	Provide opportunities for resident-managed business services that support housing authority needs.
	Action Plan #8	Provide information on FSS program progress.
	Action Plan #9	Increase opportunities for Section 3 residents.
Goal #6.	Housing Tenancy: The PBCHA will strive to reduce the length of tenancy of Public Housing residents and Housing Choice Voucher participants. The Housing Authority will posture themselves to be able to provide greater opportunities and motivation for residents to transition into market rate housing.	
	Action Plan #1	Formulate baseline information on tenancy lengths and track such information for future residents.
	Action Plan #2	Restructure the family self-sufficiency program and services to be more effective and efficient.
	Action Plan #3	Provide briefing materials for residents that set high expectations on housing tenancy transition.
	Action Plan #4	Revise the Administrative Plan and the ACOP to maximize opportunities for success in housing tenancy length reduction.
	Action Plan #5	Build a collaborative network with governmental housing inspectors to better monitor and enforce landlord and resident lease expectations
Goal #7.	Portfolio Expansion: The PBCHA will launch multiple portfolio expansion development to respond to the affordable housing needs that are evidenced in Palm Beach County.	
	Action Plan #1	Complete a comprehensive portfolio analysis of property value, finances, and physical condition.



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		Action Plan #2	Form a Board Development Committee, Staff, and local development experts to review portfolio maintenance and expansion.	
		Action Plan #3	Expand the agency engagement at the County level impacting affordable housing planning and implementation.	
		Action Plan #4	Ensure that all existing and future housing developments are linked to sustainable neighborhoods.	
		Action Plan #5	Utilize business models for evaluating the viability of existing and future developments.	
		Action Plan #6	Identify and pursue grants and funds leveraging opportunities that will expand affordable housing.	

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

Progress Report

PBCHA has been working on revising its strategic plan and devising a newly developed mission statement along with goals aimed at transforming its public housing and improving the efficiency of its operations. In addition, PBCHA measured the following as progress against its current stated goals and objectives as identified below;

Goal	Progress Made
1. The PBCHA will take actions to ensure the implementation of strategic goals.	Built synergy for strategic planning implementation through the engagement of the Board, Staff, Residents, and External Stakeholders.
2. The PBCHA will bring clarity to its public image and agency profile through an expanded marketing and promotion of its new vision, mission, values, and goals, and will express how these strategic initiatives will improve the quality of life in Palm Beach County.	Identified an Ad Hoc Marketing Committee comprised of Board and Staff. Marketing consultant firm scheduled for presentation at next meeting of Ad Hoc Marketing Committee. Strategic Planning Session scheduled for 4 th Qtr. FY2019.
3. Human Resources Planning: The PBCHA will evaluate and refine staffing to meet the ongoing needs of the agency.	Currently in the midst of a comprehensive organizational assessment of the PBCHA with the assistance of TA provider. Provided for the continuity of operations during a natural or man-made disaster impacting on the office or residences (COVID-19).
4. County Stakeholders Engagement: The PBCHA will significantly expand its engagement with governmental, non-profit, for-profit, and foundation partners that share the vision, mission, and values of the agency.	Engaged in key affordable housing planning processes in the County that will impact funding priorities (Point in Time Survey, County Wide Collaborative monthly meetings). Continuing to complete Memorandum of Agreements with many of the key support services providers in Palm Beach County. Considered business model options for collaborating with other housing authorities in Palm Beach County and partnered with other housing authorities in the state to achieve best practices.
5. Support Services Linkages: The PBCHA will strengthen, and in some cases, formalize additional partnership agreements with key partners in Palm Beach County that can provide critical self-sufficiency and independent living support services.	Identified and profiled the current support service providers that are providing assistance to PBCHA residents. Applied for Resident Opportunity and Self-Sufficiency (ROSS) Grant. Implemented some support services on-site in PBCHA developments. Increased opportunities for Section 3 residents.
6. Housing Tenancy: The PBCHA will strive to reduce the length of tenancy of Public Housing residents and Housing Choice Voucher participants. The Housing Authority will posture themselves to be able to provide greater opportunities and motivation for residents to transition into market rate housing.	PBCHA is in the midst of restructuring the family self-sufficiency program and services to be more effective and efficient (Resident Services model is being revived).
7. Portfolio Expansion: The PBCHA will launch multiple portfolio expansion development to respond to the affordable housing needs that are evidenced in Palm Beach County.	PBCHA is nearing the completion of a comprehensive portfolio analysis of property value, finances, and physical condition. The agency continues to identify and pursue grants and funds leveraging opportunities that will expand affordable housing.



B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

Violence Against Women Act (VAWA) Statement

Palm Beach County Housing Authority addresses VAWA in its Housing Choice Voucher Program (HCVP) Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy (ACOP). The responsibility of not terminating families from housing for reasons that fall under the VAWA regulation is particularly addressed. PBCHA has adopted HUD's Model Emergency Transfer Plan for victims of domestic violence in our housing programs. We offer a local preference in the Public Housing program for victims of Domestic Violence working with case management.

The PBCHA follows the VAWA policies and regulations with the goal of providing safeguards for families falling under the VAWA related program requirements and refers households, as needed, to local domestic violence service provider partners. PBCHA has amended all its policies to comply with **Notice PIH 2017-08 Violence Against Women Reauthorization Act (VAWA) of 2013.**

B.5 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

Substantial Deviation - Significant Amendment/Modification

PBCHA is required to provide its definition of “Substantial Deviation” or “Significant Amendment/Modification” and the basic criteria that it will use to determine. A Substantial Deviation from the Five-Year Plan is an overall change in the direction of the Housing Authority (HA) pertaining to its goals and objectives. The Palm Beach County Housing Authority will consider the following actions as a Substantial Deviation:

1. Results in the reallocation of more than \$250,000 in agency funds;
2. An addition of new work items (excludes emergency work) not included in the Capital Fund Program (CFP) 5-Year Action Plan or Annual Statement(s) exceeding a cumulative amount of \$250,000 under the current fiscal year; or changes in use of the replacement reserves under the CFP.
3. Demolition and/or disposition activities, new or amended development plans, designation or conversion actions not currently identified in the 5-Year Plan or Annual Plan, or otherwise mandated by HUD.
4. Would create a mission, goal or objective that would fundamentally change the existing mission, goals, objectives or plans already identified by the Authority and would require formal approval of the Board of Commissioners;
5. Is a clear change in direction of funds mentioned above, exclusive of strategies that modifies agreed upon improvements to physical assets of the LIPH program outside of reductions in HUD funding or reallocations to future years;
6. In the event a federal statutory or regulatory change is made effective and in the opinion of the Authority, has either substantial programmatic or financial effects on the programs administered by the Authority; or
7. Creates substantial obligations or administrative burdens on the programs under administration at the start of the plan year. Such changes which are mandated and/or required may be adopted without prior notice to remain in compliance.

New program activities required or adopted to reflect changes in HUD regulations or as a result of a declared national or local emergency are exempted actions. In such cases, the administrative/ programmatic changes implemented will not be considered as a Significant Amendment or Modification to the Five-Year and Annual Plan.

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

1. 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;
2. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
3. Changes to the financing structure for each approved RAD conversion.

Any substantial deviation or significant amendment is subject to the following requirements:

- The PHA must consult with the Resident Advisory Board (RAB) (as defined in 24 CFR 903.13);
- The PHA must ensure consistency with the Consolidated Plan of the jurisdiction(s) (as defined in 24 CFR 903.15); and
- The PHA must provide for a review of the amendments/modifications by the public during a 45-day public review period (as defined in 24 CFR 903.17).
- The PHA may not adopt the amendment or modification until the PHA has duly called a meeting of its Board of Directors (or similar governing body). This meeting, at which the amendment or modification is adopted, must be open to the public.



- The PHA may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD’s plan review procedures (as defined at 24 CFR 903.23).

B.6 Resident Advisory Board (RAB) Comments.

(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?

Y N

(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.

B.7 Certification by State or Local Officials.

[Form HUD 50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

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

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 2/29/2016

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

I, _____, the _____
Official's Name *Official's Title*

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

PHA Name

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

Local Jurisdiction Name

pursuant to 24 CFR Part 91.

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

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	Title
Signature	Date