



NOTICE OF REGULAR MEETING AGENDA

LANCASTER HOUSING AGENCY BOARD OF COMMISSIONERS

MUNICIPAL CENTER CITY COUNCIL CHAMBERS

211 N. HENRY STREET, LANCASTER, TEXAS

Monday, June 27, 2011 – 6:45 P.M.



TREE CITY USA.

6:45 P.M.

AGENDA

CALL TO ORDER

1. Consider approval of minutes from the Lancaster Housing Agency Board of Commissioners Meeting held June 13, 2011.
2. Discuss and consider Resolution 2011-0602 of the Lancaster Housing Agency Board of Commissioners, adopting the Lancaster Housing Agency's Annual Plan for Fiscal Year 2011; providing a repealing clause; providing a severability clause; and providing an effective date.
3. Receive an update and discuss the Housing Choice Voucher Program 2011 Renewal Funding Allocation and Administrative Fees and the impact on the Lancaster Housing Agency Housing Choice Voucher Program.

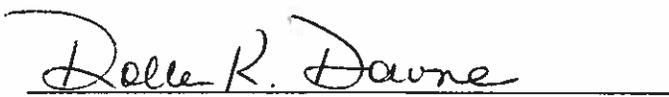
ADJOURN

EXECUTIVE SESSION: The Lancaster Housing Agency Board of Commissioners reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the TEXAS GOVERNMENT CODE to seek legal advice concerning such subject.

ACCESSIBILITY STATEMENT: The Municipal Center is wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on June 23, 2011 @ 5:00 pm and copies thereof were hand delivered to the Board of Commissioners for the Lancaster Housing Agency.


Dolle K. Downe, TRMC
Board Secretary

LANCASTER HOUSING AGENCY
Agenda Communication for
June 27, 2011

1

AG11-001

Consider approval of minutes from the Lancaster Housing Agency Board of Commissioners Meeting held June 13, 2011.

Background

Attached for review and consideration are minutes from the:

- Lancaster Housing Agency Board of Commissioners Meeting held June 13, 2011

Prepared and submitted by:

Dolle K. Downe, City Secretary

MINUTES

LANCASTER HOUSING AGENCY BOARD OF COMMISSIONERS MEETING OF JUNE 13, 2011

The Board of Commissioners of the Lancaster Housing Agency met in a regular meeting in the Lancaster Council Chambers at City Hall, 211 N. Henry Street, Lancaster, Texas, on June 13, 2011 at 6:30 p.m. with a quorum present, to-wit:

Commissioners Present:

Marcus E. Knight, Chair

Walter Weaver

Marco Mejia

James Daniels

Clyde Hairston

Nina Morris

Council District 2 vacant

City Staff Present:

Opal Mauldin Robertson, City Manager

Rona Stringfellow-Govan, Housing Executive Director

Kim Pekofske, Housing Manager

Dolle Downe, Secretary

Call to Order:

Chairman Knight called the meeting to order at 6:30 p.m. on June 13, 2011.

- 1. Consider approval of minutes from the Lancaster Housing Agency Board of Commissioners Meeting held November 8, 2010.**

MOTION: Commissioner Daniels made a motion, seconded by Commissioner Hairston, to approve the minutes from the Housing Agency Board meeting held November 8, 2010 as presented. The vote was cast 6 for, 0 against.

- 2. Conduct a public hearing to receive comments regarding the Lancaster Housing Agency's Annual Plan for fiscal year 2011.**

Housing Manager Pekofske outlined the Annual Plan for the Lancaster Housing Agency, commenting that the plan had been available to the public for the required 45 day review period.

Commissioner Knight opened the public hearing.

There were no requests to speak regarding the proposed Annual Plan.

MOTION: Commissioner Daniels made a motion, seconded by Commissioner Hairston, to close the public hearing. The vote was cast 6 for, 0 against.

3. Consider Resolution 2011-0601 of the Lancaster Housing Agency Board of Commissioners accepting the Financial Activity Reports from the Lancaster Housing Agency for the Housing Choice Voucher Program from October 2010 through April 2011; and providing an effective date.

Housing Manager Pekofske presented the financial reports noting that the reports contain Housing Assistance Payment (HAP) revenues, expenditures and administrative revenues and expenditures for the Housing Choice Voucher Program from October 2010 through April 2011.

MOTION: Commissioner Hairston made a motion, seconded by Commissioner Daniels, to approve Resolution 2011-0601 accepting the Financial Activity Reports from the Lancaster Housing Agency for the Housing Choice Voucher Program from October 2010 through April 2011. The vote was cast 6 for, 0 against.

MOTION: Commissioner Hairston made a motion, seconded by Commissioner Mejia, to adjourn. The vote was cast 6 for, 0 against.

The meeting was adjourned at 6:37 p.m.

ATTEST:

APPROVED:

Dolle K. Downe, Secretary

Marcus E. Knight, Chairman

LANCASTER HOUSING AGENCY
Agenda Communication for
June 27, 2011

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AG11-002

Discuss and consider a resolution of the Lancaster Housing Agency Board of Commissioners, adopting the Lancaster Housing Agency's Annual Plan for Fiscal Year 2011; providing a repealing clause; providing a severability clause; and providing an effective date.

Background

The Lancaster Housing Agency operates the Section 8 Housing Choice Voucher Program under policies, rules and regulations promulgated by the U.S. Department of Housing and Urban Development (HUD). The Housing Agency Annual Plan is submitted to the U.S. Department of Housing and Urban Development. At the Board of Commissioners meeting held on June 13, 2011, Commissioners were briefed on the Annual Plan and a public hearing was conducted.

Considerations

- **Operational** - The annual Plan must be reviewed, updated, and adopted by resolution by the Lancaster Housing Agency's Board of Commissioners as a condition of continued assistance.
- **Financial** - There are no financial obligations associated with the adoption of the Annual Plan.
- **Legal** - The City Attorney has reviewed the resolution.
- **Public Information** - A public hearing was held on June 13, 2011. No public comments were received. There are no other public information requirements.

Options/Alternatives

1. The Board of Commissioners may approve the resolution adopting the Lancaster Housing Agency Annual Plan as presented.
2. The Board of Commissioners may ask staff to address possible changes prior to adoption of the Annual Plan.

Recommendation

Staff recommends approval of the resolution adopting the Annual Plan as presented.

Attachments

- Resolution
- Annual Plan – Final Draft

Prepared and submitted by:
Kim Pekofske, Housing Manager

Date: June 15, 2011

RESOLUTION NO. 2011-0602

A RESOLUTION OF THE LANCASTER HOUSING AGENCY BOARD OF COMMISSIONERS, APPROVING THE ANNUAL PLAN FOR FISCAL YEAR BUDGET 2011; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is the desire of the Lancaster Housing Agency to provide decent, safe and sanitary housing for low income families at affordable rent levels; and

WHEREAS, the Lancaster City Council established the Lancaster Housing Agency in 1974 to administer the Section 8 program, now referred to as the Housing Choice Voucher Program; and

WHEREAS, the purpose of the Annual Plan is to identify the Lancaster Housing Agency's activities under the Housing Choice Voucher Program in a manner that is consistent with requirements of the United States Department of Housing and Urban Development and the objectives of the Lancaster Housing Program; and

WHEREAS, the Annual Plan was made available for public review and comment during a mandatory 45 day review period from April 29 through June 13, 2011; and

WHEREAS, a Public Hearing on the Annual Plan for Fiscal Year Budget 2011 was held on June 13, 2011;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE LANCASTER HOUSING AGENCY THAT:

Section 1. The Board of Commissioners hereby approve the Annual Plan for Fiscal Year 2011 for the Housing Choice Voucher Program as administered by the Lancaster Housing Agency, a copy of which is attached as Exhibit "A", available in the City Secretary's office and the offices of the Lancaster Housing Agency, in accordance with the requirements of the U.S. Department of Housing and Urban Development.

Section 2. Any prior resolutions of the Board of Commissioners in conflict with the provisions contained in this resolution are hereby repealed and revoked.

Section 3. Should any part of this resolution be held to be invalid for any reason, the remainder shall not be affected thereby, and such remaining portions are hereby declared to be severable.

Section 4. This Resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY PASSED AND APPROVED by the Board of Commissioners of the Lancaster Housing Agency on this the 27th day of June, 2011.

APPROVED:

Marcus E. Knight, Chairman

ATTEST:

Dolle K. Downe, Secretary

APPROVED AS TO FORM:

Robert E. Hager, Attorney for the Board

Annual PHA Plan for the City of Lancaster - Housing Agency

Kim Pekofske, Housing Manager

FYB October 1, 2011

FINAL DRAFT



Presented by:

The *Nelrod* Company

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6.0 (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.

The following are the specific locations where the public may obtain copies of the 2011 Annual Plan:

- Administrative Office
1425 N. Dallas Ave., Ste. 101, Lancaster, TX 75134
- City of Lancaster Veteran's Memorial Library
1600 Veteran's Memorial Drive
Lancaster, TX 75146
- City of Lancaster website: www.lancaster-tx.com

6.0 PHA Plan Elements

903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures *NO CHANGE*

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.

(1) Eligibility

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- State law enforcement agencies

The PHA shares the following information with prospective landlords:

- Previous landlord address and phone number, if requested

(2) Waiting List Organization

The Lancaster Housing Agency's waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list.

Interested persons may apply for admission to section 8 tenant-based assistance at:

- PHA main administrative office

(3) Search Time

The PHA does give extensions on standard 60-day period to search for a unit as follows:

- A family may request an extension of the voucher time period
- Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period.
- The LHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the LHA, throughout the initial sixty-day period. A completed search record is required.
- The family was prevented from finding a unit due to disability accessibility requirements of large size (5 bedrooms) unit requirement.

The search record is part of the required verification.

(4) Preferences

The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 Program to families at or below 30% of the median area income.

The PHA plans to employ the following admission preferences for admission to section 8 tenant-based assistance:

<u>Priority</u>	<u>Preference</u>
<u>2</u>	- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
<u>2</u>	- Victims of domestic violence
<u>2</u>	- Substandard housing
<u>2</u>	- Extremely low-income

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

The policies governing eligibility, selection and admissions to any special-purpose section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan
- Briefing sessions and written materials

6.0

The PHA announces the availability of any special-purpose section 8 program to the public through:

- Published notices

903.7(2) Financial Resources *CHANGES*

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2011 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	8,100,031.00	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Section 8 Reserves	1,313,854.00	
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
Portability Admin. Fees	19,200.00	
Interest Income	1,558.00	
5. Non-federal sources (list below)		
Fraud Recovery	50,774.00	
Total resources	\$9,485,417.00	

903.7 (3) Rent Determination Policies *CHANGES*

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8 Tenant-based Assistance

(1) Payment Standards *CHANGE*

The PHA's payment standard is:

- At or above 90% but below *110%* of FMR

PHA has selected this standard because:

- FMRs are adequate to ensure success among assisted families in the Agency's segment of the FMR area
- Reflects market or submarket

6.0

The PHA reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families

(2) Minimum Rent

The PHA's minimum rent is \$50.00.

The PHA has adopted discretionary minimum rent hardship exemption policies as follows:

- The PHA recognizes that in some circumstances even the minimum rent may create a financial hardship for families. The PHA will review all relevant circumstances brought to the PHA's attention regarding financial hardship as it applies to the minimum rent.

903.7(4) Operation and Management *CHANGES*

(1) PHA Management Structure

- a. A brief description of the management structure and organization of the PHA is provided below.

The Executive Director directs the day-to day management and operation of the Housing Authority with the assistance of the following lead staff and their line staff.

Housing Manager – oversees the day-to-day operation of the Section 8 Programs and directly supervises the following staff:

- *Compliance Supervisor*
 - Administrative Secretary (2)
 - Housing Inspector (2)
 - Housing Counselor (4)

b. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	1110	95
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency's rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management:

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

Section 8 Management:

- Section 8 Administrative Plan

903.7(5) Grievance Procedures ***NO CHANGE***

A. Public Housing

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8 Tenant-Based Assistance

The PHA has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

903.7(6) Designated Housing for Elderly and Disabled Families

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(7) Community Service and Self-Sufficiency ***NO CHANGE***

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

1. The PHA has not entered into a cooperative agreement with the TANF Agency, to share information and /or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937.)

2. Other coordination efforts between the PHA and TANF agency include:
N/A

B. Services and programs offered to residents and participants by the Lancaster Housing Agency are as follows:

(1) General

6.0

a. Self-Sufficiency Policies

The PHA will not employ discretionary policies to enhance the economic and social self-sufficiency of assisted families.

b. Economic and Social self-sufficiency programs

The PHA does not coordinate, promote or provide any policies or programs for the enhancement of the economic and social self-sufficiency of assisted families.

(2) Family Self Sufficiency programs – N/A

C. Welfare Benefit Reductions *N/A*

D. Community Service Requirement

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(8) Safety and Crime Prevention

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(9) Pets

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

903.7(10) Civil Rights Certification ***NO CHANGE***

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its Section 8 assistance program.

The PHA will not, on the grounds of race, color, creed, sex religion, age, disability, national origin or familial status:

- Deny a person or family admission to housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;

6.0

- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office.

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for assistance to the Section 8 program.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

903.7(11) Fiscal Year Audit *CHANGES*

The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)).

The most recent fiscal audit was submitted to HUD.

There were findings as the result of that audit and one (1) finding remains unsolved.

The response to the unresolved finding is due at HUD on April 15, 2011.

903.7(12) Asset Management

NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING

6.0 903.7(13) Violence Against Women Act (VAWA) *NO CHANGE*

The Lancaster Housing Agency updated its website in early 2008 to provide information regarding the Violence Against Women Act (see below).

On January 5, 2006, President Bush signed into law the Violence Against Women and Department of Justice Reauthorization Act of 2005. The primary objectives of VAWA are to reduce violence against women and to protect, or increase the protection of, the safety and confidentiality of women who are victims of abuse, and to prevent homelessness of the victims of such acts; to protect victims who reside in Public Housing and Housing Choice Voucher Programs; and to ensure victims have access to criminal justice systems without jeopardizing their housing.

VAWA, despite its title, is a gender-neutral law. Women, men, people who identify as transgender, and children can claim victim status.

VAWA prohibits PHA's from denying admission to otherwise qualified applicants simply because they are or have been, victims of domestic violence, dating violence or stalking.

Criminal activity directly relating to Domestic Violence is not a basis for denial of admission or termination of tenancy.

VAWA states that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking:

- * Will not be construed as a serious or repeated violation of the lease by the victim or threatened victim
- * Will not be good cause for terminating the tenancy or occupancy rights of the victim

Any information provided to LHA is retained in confidence, will not be entered into a shared database and will not be released to any related entity unless the individual consents or requests, or unless otherwise required by law

The notice is available to landlords and tenants and includes additional facts regarding domestic violence, sexual assault and Teen dating violence in Texas. To assist persons experiencing these problems, several resources are listed, including websites and telephone numbers.

Over the past year, The Lancaster Housing Agency has assisted three families involved in domestic violence situations. Families were allowed to break leases and relocate to safer environment. In one case in particular, the family voucher was awarded to the appointed guardian of several children that had to be removed from the assisted household.

The Agency's Administrative Plan was updated in June 2008 to include policies and procedures on dealing with issues of domestic violence.

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>a. HOPE VI or Mixed Finance Modernization or Development NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>b. Demolition and/or Disposition NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>c. Conversion of Public Housing NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>d. Homeownership</p> <p>1. <u>Public Housing</u> NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>2. <u>Section 8 Tenant Based Assistance</u></p> <p>The PHA does plan to administer a homeownership program for section 8.</p> <p>Program Description:</p> <p>The PHA will not limit the number of families participating in the Section 8 homeownership option.</p> <p>The PHA has not established eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.</p> <p>e. Project-based Vouchers</p> <p>Our agency is not currently operating nor intends to operate a Section 8 Project Based Voucher Program.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. 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. NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. 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. NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p>

8.3	<p>Capital Fund Financing Program (CFFP). NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING <input 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.</p>
9.0	<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, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact”. NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</p>
9.1	<p>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. NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested. NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</p> <p>(a) Progress in Meeting Mission and Goals. PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (Note: Standard and Troubled PHAs complete annually Small and High Performers complete only for Annual Plan submitted with the 5- Year Plan).</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. PHA must provide the definition of “significant amendment” and “substantial deviation/modification”. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)</p> <p>(c) PHA’s must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance.</p>

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) *N/A*

(c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) *N/A*

(d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) *N/A*

(e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) *N/A*

(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. *Provided as attachment tx437a01*

(g) Challenged Elements –

(h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) *N/A*

(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) *N/A*

**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 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 2011, 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.

LANCASTER Housing Agency
PHA Name

TX 437
PHA Number/HA Code

 5-Year PHA Plan for Fiscal Years 20 - 20

Annual PHA Plan for Fiscal Years 2011 - 2012

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

Certification by State or Local Official of PHA Plans Consistency With the Consolidated Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing Expires 4/30/11
--	--

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

I, Elizabeth Yevich the Director of the Housing Resource Center certify
 that the Five Year and Annual PHA Plan of Housing Authority of City of Lancaster
 is consistent with the Consolidated Plan of The State of Texas prepared
 pursuant to 24 CFR Part 91.

 4.7.11
 Signed/Dated by Appropriate State or Local Official

Attachment: tx437a01
Lancaster Housing Agency
Resident Advisory Board Consultation Process and Comments – FYB 2011

1. Resident notification of appointment to the Advisory Board

At beginning of PHA Plan process, sent out letter to all residents/participants of opportunity to serve on Resident Advisory Board
April 13, 2011

2. Resident Advisory Board Selection

Selection made from resident/participant response – **April 13, 2011**

3. Meeting Organization

Schedule date to meet with Resident Advisory Board for input to PHA Plan
May 4, 2011

Notify Resident Advisory Board of scheduled meeting – **April 13, 2011**

Hold Resident Advisory Board meeting – **May 4, 2011**

4. Notification of Public Hearing

Schedule date for Public Hearing and place ad – **April 25, 2011**

Notify Resident Advisory Board – **May 4, 2011**

Hold Public Hearing meeting – **June 13, 2011**

5. Documentation of resident recommendations and PHA's response to recommendations

Comment #1: Security Deposit: regulations of deposit for low income housing clients.

LHA Response: In response to the regulation of security deposits, staff explained HUD regulations and provided state law on the regulation of security deposits.

Comment #2: **Payment Standards: Residents asked for a cost of living increase due to the economy and to help assist with vouchers due to changes based on zip codes.**

LHA Response: **In response to the request for increased payment standards, staff discussed the adopted FMRs and the new small area FMRs that were adopted by LHA on December 1, 2010.**

LANCASTER HOUSING AGENCY
Agenda Communication for
June 27, 2011

3

AG11-003

Receive an update and discuss the Housing Choice Voucher Program 2011 Renewal Funding Allocation and Administrative Fees and the impact on the Lancaster Housing Agency Housing Choice Voucher Program.

Background

Housing Assistance Payment Renewal Funding:

The Calendar Year (CY) 2011 Housing Assistance Payment renewal funding has been provided to Lancaster Housing Agency (LHA) as of June 14, 2011. This is an extremely late renewal notice due to the lateness of the Final Appropriations Act for 2011 enacted by Congress. HUD funding is all based on a calendar year, unlike the City Budget which is Fiscal Year. The first six months of the year HUD has disbursed funds for Housing Assistance Payments (HAP) for January through June 2011 based on one-twelfth of the prorated 2010 renewal eligibility. This was due to the Final Appropriations Act not being passed timely. By using last years information, LHA has been disbursed an excess of \$65,265 for the period of January through June 2011 for HAP. This amount will be recouped over the balance of the CY 2011.

HAP Funding 2010
\$7,476,951.00

HAP Funding 2011
\$7,425,306.00

Housing Administrative Fees:

HUD is presently disbursing administrative fee funds monthly to each Housing Authority; these disbursements are based on the most recent leasing data available that each housing agency provides in the Voucher Management System (VMS). HUD calculates each Housing Authority's fee eligibility after the VMS data for each month is available. The calendar year (CY) 2011 administrative fees published by HUD for LHA are \$74.24 for the first 600 vouchers and \$69.30 for any vouchers over the first 600. Each Housing Authority's eligibility will be prorated if needed to ensure that fees granted do not exceed the total appropriated funds available. If prorations are necessary, the same percentage will be applied to all Housing Authorities. Based on the reduced funding appropriated for 2011, it is anticipated that lower proration rates will apply to administrative fees than occurred in 2010 which was 92%. This also means that each month our Administrative Fees fluctuate based on our prior month's leased vouchers. As voucher numbers go up or down, so do the Administrative Fees for the next month.

LHA has been disbursed administrative fees from January through May 2011 based on a 92% proration. Over-advances for the period of January through May 2011, will be recouped through reduced administrative fee advances beginning June 2011 and continuing through December 2011. HUD is spreading the recoupment over the balance of the CY, thereby expecting the proration of these advances to be approximately 80% of the PHA's monthly eligibility.

Based on the May 2011 vouchers leased, this is an estimate of what LHA can expect to be disbursed for the balance of the calendar year.

Estimate Based on # of vouchers in May 2011		
over 600	1022	422
600*74.24		44,544.00
over 600*69.30		29,244.60
Total		73,788.60
80%		59,030.88
Admin Fee for 12 months		708,370.56
Received for Jan -June 2011		396,282.00
Remainder		312,088.56
CY 6 months remaining		52,014.76

Actual Housing Admin Expenses	
Jan-11	62,116.86
Feb-11	74,663.68
Mar-11	55,459.20
Apr-11	71,831.79
May-11	77,809.91
	341,881.44
Average	68,376.29
Projected CY total	820,515.46
Estimated Revenue	708,370.56
Draw from Reserves	112,144.90
Bank Balance	205,039.17
in TexPool	478,578.18
Funds Available	683,617.35

Considerations

- **Operational** - HAP funding will be monitored by reducing the HAP cost through attrition, monitoring rent reasonableness, and billing for incoming portable clients. The reduction in HAP funding will limit the number of applicants that can be served from the waiting list as well. Included is a HAP cost projection worksheet that shows based on our actual costs and estimates for the balance of the calendar year what we can expect to spend in HAP. Exhibit "A".

Administrative cost saving measures will be taken for the balance of the year, including streamlining operations, automating services to clients and landlords through enhanced software features such as client pay cards for utility reimbursements (reduction in check writing, postage, envelopes), and mobile/handheld devices for inspections (reduction in data entry).

- **Financial** - LHA has applied for set aside funding for portability and additional leasing as set out by the 2011 Appropriations Act. HUD will determine if LHA is eligible for any set aside funding based on our leasing information. These funds can only be used to cover Housing Assistance Payments if they are allocated to LHA.

The agency will use available Administrative Fee Reserves to offset the reduction in fees for the balance of the calendar year. Neither HAP nor HAP Reserves can be used for administrative costs.

- **Public Information** – There are no public information requirements.

Recommendation

No action is required at this time.

Attachments

- HAP Cost Projection Worksheet – Exhibit "A"
- Email from Miguel A. Fontanez, Financial Management Division HCVP
- Housing Choice Voucher Program Renewal Funding Letter and attachment

Prepared and submitted by:
Kim Pekofske, Housing Manager

Date: June 15, 2011

Estimate of HAP Needs
Worksheet Exhibit "A"

PHA Name: **Lancaster Housing Agency**
PHA Number: **TX437**

Renewal Funding	7,425,306
Available NRA	503,005
Set-aside funding	-
Total Available	7,928,311

Month	Turnover	Leased	Av. HAP	Mo. HAP
January		1,050	610	640,035
February		1,041	587	611,069
March		1,034	604	624,786
April		1,026	614	630,399
May		1,022	604	617,767
June	7	1,022	604	617,288
July	7	1,015	604	613,060
August	7	1,008	604	608,832
September	7	1,001	604	604,604
October	7	994	604	600,376
November	7	987	604	596,148
December	7	980	604	591,920
Total Unit Months		12,180		
Authorized Units		1,110		
Authorized unit mos.		13,320		

Total HAP Needs **7,356,284**

Projected shortfall: **(572,027)** (If negative = surplus)

Notes

Annual Budget Authority excludes funding for 5-year Mainstream vouchers
Projected turnover based on data in PIC

From: Financial Management Center [mailto:FinancialManagementCenter@hud.gov]
Sent: Friday, May 20, 2011 9:52 AM
Subject: Housing Choice Voucher Program Administrative Fees for CY 2011

Dear Executive Director:

The purpose of this message is to advise PHAs of the expected administrative fee (admin fee) proration for the rest of calendar year (CY) 2011. The Full-Year Continuing Appropriations Act, 2011 provides \$1,450,000,000 for admin fees to PHAs administering the voucher program.

PHAs received admin fee advances for January through May of 2011 based on a 92% proration. Over-advances for the period January through May of 2011, will be recouped through reduced admin fee advances beginning June 2011 and continuing through December 2011. By spreading the recoupment over the balance of the CY, the expected proration of these advances will be at approximately 80% of each PHA's monthly eligibility. Additionally, the Department will reduce the July 2011 admin fee advance to PHAs that were overpaid by HUD, resulting from the final reconciliation of earned admin fees for the CY 2010.

HUD encourages your PHA to establish costs saving measures, and if necessary, to utilize your available Administrative Fee Reserves, to complement your administrative fees during the rest of the CY 2011. Be cognizant that neither HAP nor HAP NRA can be used for administrative costs.

For questions, please contact your Financial Analyst at the Financial Management Center.

Cordially,

Miguel A. Fontanez

Financial Management Division

Housing Choice Voucher Program

This e-mail message and any attachments are intended only for the use of the addressee named above and may contain information that is privileged, confidential and exempt from disclosure under Privacy Act of 1974 (5 U.S.C. 522a, as amended). If you are not the intended recipient, any dissemination, distribution, or copying is strictly prohibited. Individuals who violate this prohibition may be prosecuted to the maximum extent possible under law.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

June 14, 2011

Dear Executive Director:

Subject: Housing Choice Voucher Program 2011 Renewal Funding Allocation

The purpose of this letter is to advise public housing agencies (PHA) of the calendar year (CY) 2010 Housing Assistance Payments (HAP) renewal funding allocations for the Housing Choice Voucher Program (HCVP). The funding allocations identified herein are based on the requirements H.R. 1473, Department of Defense and Full-Year Continuing Appropriations Act, 2011 (PL 112-10) referred to hereafter as "the 2011 Act," enacted on April 15, 2011. HUD has published PIH Notice 2011-27, which discusses the Appropriation Act implementation in detail. This Notice is posted on the HUD website at:

http://portal.hud.gov/portal/page/portal/HUD/program_offices/administration/hudclips/notices/pih.

Your agency's final CY 2011 HAP renewal funding is provided on Line 27 of the attached Enclosure A. Enclosure A sets forth the funding calculations for your PHA; the calculations are fully explained in the Notes provided for this enclosure, and you are encouraged to review them thoroughly. If your agency is administering HUD Veterans Affairs Supported Housing (VASH) vouchers, the renewal of these vouchers is included in the overall renewal calculations. These vouchers are not renewed separately. PHAs must comply with the statutory requirement that VASH vouchers may only be used to assist VASH-eligible participants, both initially and upon turnover.

The 2011 Act requires the Department to establish a new baseline for HAP funding eligibility, based on Voucher Management System (VMS) data for federal fiscal year (FFY) 2010, October 1, 2009 through September 30, 2010. This process is commonly referred to as re-benchmarking. Consistent with prior years, the Department provided PHAs with the opportunity to review and update all VMS data related to the funding calculations as detailed in this letter and the enclosure. The VMS data used is the data reported in VMS by each PHA as of the end of the data review period on April 25, 2011. There will be no further appeals or adjustments to these data items, except at the direction of the Department.

For January through June of 2011, your agency received HAP disbursements based on 1/12 of the prorated 2010 renewal eligibility including amounts awarded for the 2010 set aside, funds for first time renewals, and approved PHA requests for additional advances. If your PHA has been under-disbursed to date, based on the final funding amount indicated on the enclosure to this letter, the shortfall will be made up in an additional disbursement in the month of July, 2011. If your PHA has been over-disbursed to date, the excess will be collected via disbursement reductions across the balance of the CY.

PHAs are reminded that no HAP funds provided under the 2011 Act may be used to support a greater number of unit months than are provided for in the PHA's annual contributions contract (ACC). PHAs are also reminded that 2011 HAP funds may only be used for CY 2011 HAP expenditures and HAP costs of future years. The funds may not be used to support prior year deficits, nor may they be used for administrative expenses or for any other purpose.

It is each PHA's responsibility to retain the appropriate records to support VMS submissions for the collected periods, as they are subject to on-site review by HUD. VMS data, as well as requested adjustments to that data, are subject to review by our Quality Assurance Division (QAD), and subsequent recalculation of CY 2011 funding will occur if a QAD review demonstrates that costs were incorrectly reported, resulting in excess funding.

Calculations are not provided herein for CY 2011 administrative fees. Pursuant to the 2011 Act, fees are being paid solely on the basis of leasing as of the first of each month. Fee rates have been posted on the Department's web site to enable PHAs to estimate eligibility: http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/programs/hc_v. The total fee eligibility for all PHAs is calculated monthly, based on VMS reporting, and 1/12 of the appropriation will be pro-rated accordingly in order to not exceed the appropriated amount for the CY. Monthly advances are provided, based on estimated earnings, and are reconciled once actual leasing is reported. A final reconciliation will be completed at the end of the year.

Please note that, in accordance with the 2011 HCVP Funding Implementation Notice, your agency may be eligible for additional funding under the set-aside provisions of the 2011 Act (See Section 3b. of the Notice). Applications for these additional funds must be completed in accordance with the instructions contained in the Notice and received by the Department no later than June 23, 2011.

If you have questions concerning your 2011 HAP renewal funding, please contact your financial analyst at the Financial Management Center.

Sincerely,

Miguel A. Fontáñez

Digitally signed by Miguel A. Fontáñez
DN: CN = Miguel A. Fontáñez, C = US, O = Housing
Voucher Financial Management Division, OU = Director
Reason: I am approving this document

Miguel A. Fontáñez,
Director
Housing Voucher Financial
Management Division



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

June 14, 2011

Dear Executive Director:

Subject: Housing Choice Voucher Program 2011 Renewal Funding Allocation

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For January through June of 2011, your agency received HAP disbursements based on 1/12 of the prorated 2010 renewal eligibility including amounts awarded for the 2010 set aside, funds for first time renewals, and approved PHA requests for additional advances. If your PHA has been under-disbursed to date, based on the final funding amount indicated on the enclosure to this letter, the shortfall will be made up in an additional disbursement in the month of July, 2011. If your PHA has been over-disbursed to date, the excess will be collected via disbursement reductions across the balance of the CY.

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Please note that, in accordance with the 2011 HCVP Funding Implementation Notice, your agency may be eligible for additional funding under the set-aside provisions of the 2011 Act (See Section 3b. of the Notice). Applications for these additional funds must be completed in accordance with the instructions contained in the Notice and received by the Department no later than June 23, 2011.

If you have questions concerning your 2011 HAP renewal funding, please contact your financial analyst at the Financial Management Center.

Sincerely,



Miguel A. Fontánez,
Director
Housing Voucher Financial
Management Division

**Calculation of Calendar Year 2011 Renewal Funding
Housing Choice Voucher Program**

1	HA Number:	TX437	
2	HA Name:	LANCASTER HOUSING AUTHORITY	
3	Total FFY 2010 HAP Expenses per VMS	\$7,514,731	
4	Allowance for Lease-Up Period for New Units	\$0	
5	Total FFY 2010 HAP Expenses		\$7,514,731
6	Total Unit Months Leased per VMS - FFY 2010	12,546	
7	Total Unit Months Attributable to Lease-Up Period - FFY 2010	0	
8	DHAP to HCV Unit Months Leased for Capping	0	
9	THU to HCV Unit Months Leased for Capping	0	
10	Total Unit Months Counted as Leased	12,546	
11	Total Unit Months Available for Capping	13,374	
12	PHA's Capping Percentage	100.00%	
13	Total Capped HAP Expenses		\$7,514,731
14	Allowance for Remaining Months - First Time Renewals for Increments Effective 8/1/09 thru 9/1/10	\$0	
15	Allowance for First Time Renewals - increments Effective 10/1/10 and Later and Expiring by 11/30/11	\$0	
16	Allowance for FSS Escrow Deposits	\$0	
17	Eligibility Sub-Total		\$7,514,731
18	Renewal Funding Annual Adjustment Factor Inflated		1.000
19	Inflated Eligibility Sub-Total		\$7,514,731
20	DHAP to HCV Inflated Eligibility	\$0	
21	Capped DHAP to HCV Inflated Eligibility	\$0	
22	THU to HCV Inflated Eligibility	\$0	
23	Capped THU to HCV Inflated Eligibility	\$0	
24	Adjustment for Transfers In or Out		\$0
25	Total CY 2011 Eligibility		\$7,514,731
26	Pro-Ration Factor		0.9881
27	Total Pro-Rated CY 2011 Eligibility		\$7,425,306
28	Disbursements January Through June 2011, Including Front Load Funding		\$3,777,918
29	Remaining to Disburse		\$3,647,388
30	Additional July Disbursement		\$0
31	Excess Disbursement January Through June		\$65,265
32	Monthly Disbursements July Through December		\$607,898