

<b>Streamlined Annual PHA Plan</b> <i>(Small PHAs)</i>	<b>U.S. Department of Housing and Urban Development</b> <b>Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b> <b>Expires: 03/31/2024</b>
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**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-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer 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.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and 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	<p>PHA Name: <u>Boise City Housing Authority</u> PHA Code: <u>ID013</u>            PHA Type: <input checked="" type="checkbox"/> Small            PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2022</u>            PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)            Number of Public Housing (PH) Units <u>160</u> Number of Housing Choice Vouchers (HCVs) <u>1,434</u>            Total Combined <u>1,594</u>            PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> 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 of 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 website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><i>The PHA Annual Plan and policy documents may be obtained on the Boise City Housing Authority's website at <a href="http://www.bcacha.org">www.bcacha.org</a>, at the Administrative Office located at 1001 S. Orchard St. Boise, ID 83705, and at all Public Housing properties.</i></p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	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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Lead PHA:																											

<b>B.</b>	<b>Plan Elements Submitted All Other Years (Years 1-4).</b> Required elements for all other fiscal years. This section does not need to be completed in years when a Small PHA is submitting its 5-Year PHA Plan.
<b>B.1</b>	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p><i>The BCHA currently has 66 project-based vouchers (PBV), representing approximately 5% percent of the agency's budget authority. The BCHA intends to increase its use of project-based vouchers up to the maximum allowed by federal regulations. BCHA anticipates making available up to 185 additional project-based vouchers over the next 5 years for projects that will be located within Boise City limits. BCHA will continue working with community partners to identify specific target populations to be served through further project-basing of vouchers and intends to issue additional RFPs in the coming year to expand housing opportunities.</i></p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p><i>See Attachment A</i></p>
<b>B.2</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p><i>See Attachment B- HUD form 50075.2 approved by HUD on 8/19/2021.</i></p>
<b>C Other Document or Certification Requirements for Annual Plan Submissions.</b> Required in all submission years.	
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(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.</p>
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

<b>C.3</b>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>Form HUD-50077-CRT-SM, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.4</b>	<p><b>Challenged Elements.</b> 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.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y    N <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

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

**D.1**      **Affirmatively Furthering Fair Housing.**  
  
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

**Fair Housing Goal:**

*Describe fair housing strategies and actions to achieve the goal*  
  
*Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart.*

**Fair Housing Goal:**

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

**Fair Housing Goal:**

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

**Boise City Housing Authority**  
**Admissions & Continued Occupancy Policy**  
***Deconcentration Policy***

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**Deconcentration of Poverty and Income-Mixing [24 CFR 903.1 and 903.2]**

The PHA's admission policy must be designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. A statement of the PHA's deconcentration policies must be included in its annual plan [24 CFR 903.7(b)].

The PHA's deconcentration policy must comply with its obligation to meet the income targeting requirement [24 CFR 903.2(c)(5)].

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements: developments operated by a PHA with fewer than 100 public housing units; mixed population or developments designated specifically for elderly or disabled families; developments operated by a PHA with only one general occupancy development; developments approved for demolition or for conversion to tenant-based public housing; and developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

**Steps for Implementation [24 CFR 903.2(c)(1)]**

To implement the statutory requirement to deconcentrate poverty and provide for income mixing in covered developments, the PHA must comply with the following steps:

Step 1. The PHA must determine the average income of all families residing in all the PHA's covered developments. The PHA may use the median income, instead of average income, provided that the PHA includes a written explanation in its annual plan justifying the use of median income.

BCACHA Policy

The BCACHA will determine the average income of all families in all covered developments on an annual basis.

Step 2. The PHA must determine the average income (or median income, if median income was used in Step 1) of all families residing in each covered development. In determining average income for each development, the PHA has the option of adjusting its income analysis for unit size in accordance with procedures prescribed by HUD.

BCACHA Policy

The BCACHA will determine the average income of all families residing in each covered development (not adjusting for unit size) on an annual basis.

Step 3. The PHA must then determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low-income family (federal poverty level or 30 percent of median income, whichever number is higher).

Step 4. The PHA with covered developments having average incomes outside the EIR must then determine whether or not these developments are consistent with its local goals and annual plan.

Step 5. Where the income profile for a covered development is not explained or justified in the annual plan submission, the PHA must include in its admission policy its specific policy to provide for deconcentration of poverty and income mixing.

- Depending on local circumstances the PHA's deconcentration policy may include, but is not limited to the following:
- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities
- Targeting investment and capital improvements toward developments with an average income below the EIR to encourage families with incomes above the EIR to accept units in those developments
- Establishing a preference for admission of working families in developments below the EIR
- Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration
- Providing other strategies permitted by statute and determined by the PHA in consultation with the residents and the community through the annual plan process to be responsive to local needs and PHA strategic objectives

A family has the sole discretion whether to accept an offer of a unit made under the PHA's deconcentration policy. The PHA must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the PHA's deconcentration policy [24 CFR 903.2(c)(4)].

If, at annual review, the average incomes at all general occupancy developments are within the EIR, the PHA will be considered to be in compliance with the deconcentration requirement and no further action is required.

#### BCACHA Policy

For developments outside the EIR the BCACHA will take the following actions to provide for deconcentration of poverty and income mixing:

***The BCACHA has no developments outside the EIR.***

#### **Order of Selection [24 CFR 960.206(e)]**

The PHA system of preferences may select families either according to the date and time of application or by a random selection process.

#### BCACHA Policy

Families will be selected from the waiting list based on preference. Among applicants with the same preference, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by the BCACHA. When selecting applicants from the waiting list, the BCACHA will match the characteristics of the available unit (unit size, accessibility features, unit type) to the applicants on the waiting lists. The BCACHA will offer the unit to the highest ranking applicant who qualifies for that unit size or type, or that requires the accessibility features. By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an

offer of housing ahead of families with an earlier date and time of application or higher preference status. Factors such as deconcentration or income mixing and income targeting will also be considered in accordance with HUD requirements and BCACHA policy.

**12-IV.E. DECONCENTRATION**

BCACHA Policy

If subject to deconcentration requirements, the BCACHA will consider its deconcentration goals when transfer units are offered. When feasible, families above the Established Income Range will be offered a unit in a development that is below the Established Income Range, and vice versa, to achieve the BCACHA's deconcentration goals. A deconcentration offer will be considered a "bonus" offer; that is, if a resident refuses a deconcentration offer, the resident will receive one additional transfer offer.

# Attachment B

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Capital Fund Program - Five-Year Action Plan

**Status:** Approved

**Approval Date:** 08/19/2021

**Approved By:** KING-DUNBAR, JANICE

<b>Part I: Summary</b>						
<b>PHA Name :</b> Boise City Housing Authority	<b>Locality (City/County &amp; State)</b>					
<b>PHA Number:</b> ID013	<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b>		<input type="checkbox"/> <b>Revised 5-Year Plan (Revision No:            )</b>			
A.	Development Number and Name	Work Statement for Year 1 2021	Work Statement for Year 2 2022	Work Statement for Year 3 2023	Work Statement for Year 4 2024	Work Statement for Year 5 2025
	CAPITOL PLAZA (ID013000001)	\$272,417.00	\$278,623.00	\$278,623.00	\$278,623.00	\$278,623.00



## Attachment B

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

## Capital Fund Program - Five-Year Action Plan

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
	1			2021
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	CAPITOL PLAZA (ID013000001)			\$272,417.00
ID0022	Administration(Administration (1410)-Salaries)	Salaries		\$27,241.00
ID0023	Contract Administration- fees and costs(Contract Administration (1480)-Other Fees and Costs)	Fees & costs		\$17,000.00
ID0033	Management Costs(Management Improvement (1408)-Staff Training)	Management costs		\$3,000.00
ID0048	Replace/Repair water/waste lines(Dwelling Unit-Interior (1480)-Plumbing)	Replace/repair water waste lines at Capitol and Franklin Plaza		\$218,176.00
ID0053	Energy Audit(Contract Administration (1480)-Audit)	General Activity		\$7,000.00
	Subtotal of Estimated Cost			\$272,417.00

## Attachment B

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

### Capital Fund Program - Five-Year Action Plan

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b> 2		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	CAPITOL PLAZA (ID013000001)			\$278,623.00
ID0025	Administrative(Administration (1410)-Salaries)	Salaries		\$27,862.00
ID0035	Five Year Standpipe Test(Dwelling Unit-Exterior (1480)-Other)	Five Year Standpipe test- Capitol and Franklin		\$20,000.00
ID0038	Contract Management(Contract Administration (1480)-Other Fees and Costs)	Fees and Costs		\$12,000.00
ID0049	Replace/Repair water/waste lines(Dwelling Unit-Interior (1480)-Plumbing)	Replace/repair water waste lines at Capitol and Franklin Plaza Multiple grant years needed.		\$215,761.00
ID0054	CFP Training(Management Improvement (1408)-Staff Training)	Training		\$3,000.00
	Subtotal of Estimated Cost			\$278,623.00





## Attachment B

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

## Capital Fund Program - Five-Year Action Plan

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>					
<b>Work Statement for Year</b>		5	2025		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>		<b>Quantity</b>	<b>Estimated Cost</b>
	CAPITOL PLAZA (ID013000001)				\$278,623.00
ID0058	Administration(Administration (1410)-Salaries)	Admin			\$25,968.00
ID0059	Contract Admin(Contract Administration (1480)-Other Fees and Costs)	Contract Admin			\$10,000.00
ID0060	Replace ExteriorDoors(Dwelling Unit-Exterior (1480)-Exterior Doors)	Replace entry doors			\$118,943.00
ID0061	Common Area Lights to LED(Non-Dwelling Interior (1480)-Other)	Replace common area lights to LED			\$123,712.00
	Subtotal of Estimated Cost				\$278,623.00

## **Boise City Housing Authority**

### ***Progress Report***

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The PHA continues to provide quality housing that is affordable to the low, very low, and extremely low-income households. Strategies pursued by the PHA as outlined in the 5 year PHA plan continue to be successful and allows the authority to meet our Mission to promote adequate and affordable housing, economic opportunities, and a suitable living environment free from discrimination.

#### **Goal #1: Expand the Supply of Assisted Housing**

- HUD awarded BCHA 41 Emergency Housing Vouchers in July 2021. These vouchers will be used to provide housing and supportive services for an individual or family who are homeless, at risk of homelessness; fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking, and recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability (Households who are currently in a Transitional or Rapid Re-Housing Program who are in need of longer term assistance).
- The BCHA entered into a sub-recipient agreement with the City of Boise, to administer \$11.5 million of the Emergency Rental Assistance Program (ERAP) to help Boise residents pay rent and utility costs in order to maintain housing stability. The initial round of funding was fully spent within 9 months. Due to a high spending rate and growing need in our community for rental assistance, the City of Boise was awarded more funding and added another \$21 million to BCHA's agreement. The funding is expected to be available through 12/31/22. As of 5/31/22, the BCHA has distributed \$16.5 million and assisted 3,585 households in Boise.

#### **Goal #2: Improve the Quality of Assisted Housing**

- BCHA Low Rent Public Housing program has maintained a HUD "High Performer" status under the Public Housing Management Assessment (PHAS) score;
- BCHA's non-HUD financed/supported housing have maintained affordable rents for both low income households that have rental assistance, and those without assistance.
- Planning has commenced for the replacement of waste and water lines in Low Rent Public Housing High rise building (Capitol Plaza and Franklin Plaza).

#### **Goal #3: Operate at a High Level of Efficiency**

- In the past couple of years, and during COVID-19, BCHA has developed effective ways to communicate and provide customer service. These systems and technologies include laptops and phone systems to allow staff to safely work with clients during the pandemic. Video and audio systems have been installed to facilitate online meetings with residents, the public, and board members.
- BCHA continues to explore software systems and technologies that will better serve our needs and goals of providing better customer service and program functionality and performance. Over the last year, multiple software companies have conducted demos for

BCHA, which has allowed staff to identify options and opportunities to improve workflow and customer service.

- BCHA has sustained staff performance and satisfaction by providing the following trainings: Fair Housing, HCV/PH Rent Calculations, Certified Occupancy Specialists, Service Coordinator Assessments, Fire Preparedness, Front Desk Security, Operating Fund, RAD Toolkit, FMLA Compliance, UPCS and Capital Fund Plan. BCHA has access to weekly trainings. Staff are able to take advantage of any weekly course that applies to their work, or interests.

#### **Goal #4: Promote Self-Sufficiency and Asset Development of Assisted Households**

- BCHA actively marketed the Family Self-Sufficiency (FSS) program to existing voucher holders through quarterly newsletters, attending the annual recertification meetings for voucher holders to explain the programs, and regular outreach. BCHA served a total of 152 families over the last year, 20 of them being new enrollments.
- The FSS program provided quarterly workshops for all participants that included topics such as debt reduction, job search and training, budgeting, and homeownership;
- BCHA successfully graduated 3 families from the FSS program after working with them to increase their earned income. The average amount of escrow that was disbursed to graduates was \$6,500.
- Out of the 152 families that were served, 41% have escrow balances that were accrued by increasing their earned income.
- FSS Coordinators connected families to partnering agencies in order to improve families' employability. Partnering agencies include Dress for Success, Idaho Department of Labor, Small Business Administration, Deseret Industries, Disability Rights of Idaho, and Create Common Good.
- BCHA provides a Resident Opportunity and Supportive Services (ROSS) Service Coordinator at its Low Rent Public Housing High Rise complexes (Capitol and Franklin Plaza). The Service Coordinator connects residents with services and education that promotes residents maintaining housing and self-sufficiency for residents.

#### **Goal #5: Promote Homeownership Opportunities**

- BCHA referred 4 families who were interested in homeownership to first-time homebuyer workshops covering the following topics: benefits of and preparation for homeownership, credit analysis, FICO scoring methodology, mortgage types and requirements, private mortgage insurance, loan to value ratio, down payment assistance programs, escrow and title process, property taxes, home maintenance and homeowner responsibilities.
- BCHA actively promoted the Homeownership program to all existing voucher holders through quarterly newsletters and by attending weekly voucher briefings meetings for new households.

## **Goal #6: Ensure Equal Opportunity and Affirmatively Further Fair Housing**

- BCHA was able to improve the availability of Limited English Proficiency (LEP) resources for applicants and participants, by expanding our comprehensive list of interpreters, translators, and Language Line capabilities. BCHA also utilized additional HUD pamphlets, flyers, and posters in varying languages.
- With the addition of the Emergency Rental Assistance Program, the BCHA translated application materials into six different languages including Spanish, Arabic, Farsi, Russian, Somali, and Swahili. BCHA worked closely with local agencies to create video messages in various languages and post on social media sites.
- Training of employees is an essential element to ensure compliance to regulations, consistency in the provision of services, and improvement in the quality of program management. All employees participated in webinars or in-person training including:
  - ✓ Fair Housing and Reasonable Accommodation
  - ✓ FMLA Compliance
  - ✓ LEP Plan Requirements and Processes
  - ✓ Preventing Fraud in Housing: Effective Interviewing for Program Integrity
  - ✓ Homeless Management and Information Services
  - ✓ All contracts with outside contractors have Section 3 clauses that require consideration of residents as perspective workers.



# **Boise City Housing Authority**

## **Housing Choice Voucher Administrative Plan- *Revisions***

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### **I. EMERGENCY HOUSING VOUCHERS (EHVs) (Temporary Policy Supplement)**

The American Rescue Plan (“ARP”) was signed into law on March 11, 2021 in response to the ongoing impact of the COVID-19 pandemic. The ARP appropriates 5 billion dollars for new and renewal Emergency Housing Vouchers (“EHVs”), to facilitate expedited leasing for families at high risk of exposure to the corona virus. The Boise City Housing Authority was awarded 41 EHVs based on HUD’s assessment of the number of homeless persons in Ada County, and BCHA’s operational capacity to quickly lease the EHV families. To qualify for an EHV, an individual or family must meet one of four eligibility categories:

- Homeless,
- At risk of homelessness,
- Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking, or
- Recently homeless and for whom providing rental assistance will prevent the family’s homelessness or having high risk of housing instability.

Eligible EHV families are not selected from the regular BCACHA waitlist. Rather they are referred to BCHA from the Continuum of Care (“CoC”), the local planning body responsible for coordinating the full range of homeless services for a specific geographic region. BCHA entered into a Memorandum of Understanding (MOU) with the Boise City/Ada County Continuum of Care, also known as Our Path Home, on July 22, 2021.

### **II. HUD APPROVED EXPEDITED REGULATORY WAIVERS**

The Coronavirus Aid, Relief, and Economic Security (CARES) Act provided HUD with authority, in the context of the public health emergency, to waive statutes and regulations for the HCV and PH programs, which contained expiration dates. Notice PIH 2021-34, Expedited Regulatory Waivers for the Public Housing and Housing Choice Voucher (including Mainstream and Mod Rehab) Programs, provided PHA’s the opportunity to make requests to continue to use specific regulatory waivers for the Public Housing and Housing Choice Voucher (HCV) programs as impacted by the COVID-19 pandemic.

The BCACHA’s Housing Choice Voucher (HCV) Program has been impacted by a dramatically escalating rental market prices and very limited affordable housing inventory, as well as in the inspection processes and income calculations. Based on these factors, the BC/ACHA requested, and received approval from HUD, to continue to use the following waivers:

- Waiver of the application of SEMAP in its entirety due to the disruption to BCACHA’s operations caused by the adoption of available CARES Act waivers.
- Waiver to Grant one or more extensions of the initial voucher term regardless of the policy described in the Administrative Plan.
- The use of a payment standard from 111 to 120 percent of the Fair Market Value (FMR). The BCACHA will use payment standards that are 120 percent of the FMR.
- Increase in Payment Standard During Housing Assistance Payment (HAP) Contract Term

The waiver duration is limited to only the time necessary for a PHA to resume normal operations and not to exceed December 31, 2022.

**Certifications of Compliance with  
PHA Plan and Related Regulations  
(Small PHAs)**

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations  
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson 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, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning \_\_\_\_\_ in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g 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 (24 CFR § 91.2).
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 (AI) or Assessment of Fair Housing (AFH) as applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. 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.
4. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last

Annual PHA Plan (check all policies, programs, and components that have been changed):

\_\_\_ 903.7a Housing Needs

\_\_\_ 903.7b Deconcentration and Other Policies Governing Eligibility, Selection, Occupancy, and Admissions

Policies

\_\_\_ 903.7c Financial Resources

\_\_\_ 903.7d Rent Determination Policies

\_\_\_ 903.7h Demolition and Disposition

\_\_\_ 903.7k Homeownership Programs

\_\_\_ 903.7r Additional Information

\_\_\_ A. Progress in meeting 5-year mission and goals

\_\_\_ B. Criteria for substantial deviation and significant amendments

\_\_\_ C. Other information requested by HUD

\_\_\_ 1. Resident Advisory Board consultation process

\_\_\_ 2. Membership of Resident Advisory Board

\_\_\_ 3. Resident membership on PHA governing board

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.

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 public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of

the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.

7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its 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 maintains records reflecting these analyses and actions.
8. For a 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 2010-25);
  - 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 lists 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; and
  - 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 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. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
11. 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.
12. 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.
13. 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.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. 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.
16. 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.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

18. 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.
19. The PHA will comply with the policies, guidelines, and requirements of 24 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
20. 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.
21. 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.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Boise City Housing Authority  
 PHA Name

ID013  
 PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

Annual PHA Plan for Fiscal Year 2022

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 Executive Director: Deanna Watson		Name of Board Chairman: Julianne Donnelly Tzul	
Signature	Date	Signature	Date

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. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year 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.

**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 3/31/2024

**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 for fiscal years \_\_\_\_\_ and/or Annual PHA Plan for fiscal  
year \_\_\_\_\_ of the \_\_\_\_\_ is consistent with the  
*PHA Name*

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair  
Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

\_\_\_\_\_  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91 and 24 CFR §§ 903.7(o)(3) and 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or  
State Consolidated Plan.

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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:

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. This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year 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.