TABLE OF CONTENTS

	TAB Nº
FY2022 ANNUAL UPDATE TO FY2020 - FY2024 FIVE-YEAR AGENCY PLAN	1
INDEPENDENT AUDITOR'S REPORT AND BASIC FINANCIAL STATEMENTS	2
LANGUAGE ASSISTANCE PLAN	3
REASONABLE ACCOMMODATIONS POLICY	4
CERTIFICATIONS	5

FY2022 Annual Update to the FY2020 - FY2024 Five-Year Agency Plan

Annual PHA Plan *(Standard PHAs and Troubled PHAs)*	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024

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

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

Definitions.

(1) ***High-Performer PHA*** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.

(2) ***Small PHA*** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.

(3) ***Housing Choice Voucher (HCV) Only PHA*** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.

(4) ***Standard PHA*** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.

(5) ***Troubled PHA*** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.

(6) ***Qualified PHA*** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A. PHA Information.

A.1

PHA Name: Yolo County Housing **PHA Code:** CA044
PHA Type: ☒ Standard PHA ☐ Troubled PHA
PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2022
PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)
Number of Public Housing (PH) Units: 431 **Number of Housing Choice Vouchers (HCVs):** 1,961 **Total Combined Units/Vouchers:** 2,392
PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission

Availability of Information. PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

The FY2022 Agency Plan Annual Update will be available for review during the 45-day Public Hearing Notice period. Interested parties can review the FY2022 Agency Plan Annual Update and supporting documents as follows:

- On the Yolo County Housing's website at: ych.ca.gov
- At the Yolo County Housing's main administration building at: 147 W. Main St., Woodland, CA 95695
- At the following Yolo County Housing Public Housing locations:

  -El Rio Villas – 62 Shams Way, Winters, CA 95694
  -Las Casitas – 685 Lighthouse Drive, West Sacramento, CA 95605
  -Yolano Donnelly – 1230 Lemen, Woodland, CA 95776

Supporting documents to the FY2022 Agency Plan Annual Update are also available at YCH's Main Office.

A copy of the FY2022 Agency Plan Annual Update and supporting documents will remain available for inspection during the entire fiscal year.

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

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

B. Plan Elements

B.1 Revision of Existing PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA?

Y N
☒ ☐ Statement of Housing Needs and Strategy for Addressing Housing Needs
☒ ☐ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
☒ ☐ Financial Resources.
☒ ☐ Rent Determination.
☐ ☒ Operation and Management.
☐ ☒ Grievance Procedures.
☐ ☒ Homeownership Programs.
☐ ☒ Community Service and Self-Sufficiency Programs.
☒ ☐ Safety and Crime Prevention.
☐ ☒ Pet Policy.
☐ ☒ Asset Management.
☐ ☒ Substantial Deviation.
☐ ☒ Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s): Please see pages 2 – 41 of the FY2022 Annual Plan for information regarding this section.

(c) The PHA must submit its Deconcentration Policy for Field Office review.

B.2 New Activities.

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

Y N
☐ ☒ Hope VI or Choice Neighborhoods.
☒ ☐ Mixed Finance Modernization or Development.
☒ ☐ Demolition and/or Disposition.
☒ ☐ Designated Housing for Elderly and/or Disabled Families.
☒ ☐ Conversion of Public Housing to Tenant-Based Assistance.
☒ ☐ Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
☐ ☒ Occupancy by Over-Income Families.

	☐ ☒ Occupancy by Police Officers. ☐ ☒ Non-Smoking Policies. ☒ ☐ Project-Based Vouchers. ☐ ☒ Units with Approved Vacancies for Modernization. ☐ ☒ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). (b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan. Please see pages 42 – 46 of the FY2022 Annual Plan regarding this section.
B.3	**Progress Report.** Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. Please see pages 46 - 49 of the FY2022 Annual Update for the Progress Report.
B.4	**Capital Improvements.** Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. The most recent Capital Fund Five-Year Action Plan covering FY2021-FY2025 was submitted with the FY2021 Annual Update to the FY2020 – FY2024 Five-Year Agency Plan and was approved by HUD in October of 2021. The Capital Fund Five-Year Action Plan covering the years FY2022 – FY2026 will be discussed in the same Public Hearing as the FY2022 Agency Plan Annual Update. A copy of the FY2022 – FY2026 Capital Fund Five-Year Action Plan will be available for review during the 45-day Public Hearing notice period. Please see pages 49 of the FY2022 Annual Update for information regarding the most recently approved Capital Fund Program Five-Year Action Plan. A copy of the Five-Year Action Plan is on file at YCH's Main Administrative Office.
B.5	**Most Recent Fiscal Year Audit.** (a) Were there any findings in the most recent FY Audit? Y N ☐ ☒ (b) If yes, please describe: The Audit for FYE 6/30/2021 is currently in process. There were no findings in the most recently completed Audit for FYE 6/30/2020. A copy of the FY2020 Audit is included as an attachment to the FY2022 Annual Plan.
C.	**Other Document and/or Certification Requirements.**
C.1	**Resident Advisory Board (RAB) Comments.** (a) Did the RAB(s) have comments to the PHA Plan? Y N ☐ ☒ (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. To be added once the RAB meeting is held.
C.2	**Certification by State or Local Officials.** Form HUD 50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.3	**Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed,* must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4	**Challenged Elements.** If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y N ☐ ☒ If yes, include Challenged Elements.
C.5	**Troubled PHA.** (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y N N/A ☐ ☐ ☒ (b) If yes, please describe: YCH's Public Housing Program is classified as a Standard Performer while the Housing Choice Voucher Program is classified as a High Performer. Therefore, this section is not applicable.
D.	**Affirmatively Furthering Fair Housing (AFFH).**
D.1	**Affirmatively Furthering Fair Housing (AFFH).** **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*** Please see page 51 of the FY2022 Annual Update for information regarding Affirmatively Furthering Fair Housing.

YOLO COUNTY HOUSING

FY2022 ANNUAL UPDATE TO THE FY2020– FY2024 FIVE-YEAR AGENCY PLAN

TABLE OF CONTENTS

A. PHA Information 1

A.1 PHA Name, Code, Type, Fiscal Year, Inventory, Plan Submission Type and Availability of Information 1

- Introduction 2

B. Plan Elements 2

B.1 Revision of Existing PHA Plan Elements 2

- Statement of Housing Needs and Strategy for Addressing Housing Needs 2
- Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions 14
- Financial Resources 33
- Rent Determination 33
- Operations and Management 34
- Grievance Procedure 35
- Homeownership Programs 36
- Community Service and Self-Sufficiency Programs 38
- Safety and Crime Prevention 39
- Pet Policy 40
- Asset Management 41
- Substantial Deviation 41
- Significant Amendment/Modification 41

B.2 New Activities 42

- Introduction 42
- Hope VI or Choice Neighborhoods 42
- Mixed Finance Modernization or Development 43
- Demolition and/or Disposition 43
- Designated Housing for Elderly and/or Disabled Families 43
- Conversion of Public Housing to Tenant-Based Assistance 43

- Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD 43
- Occupancy by Over Income Families 44
- Occupancy by Police Officers 44
- Non-Smoking Policies 44
- Project-Based Vouchers 44
- Units with Approved Vacancies for Modernization 45
- Other Capital Grant Programs 46

B.3 Progress Report 46

B.4 Capital Improvements 49

B.5 Most Recent Fiscal Year Audit 50

C. Other Documents and/or Certification Requirements 50

C.1 Resident Advisory Board Comments 50

C.2 Certification by State or Local Officials 50

C.3 Civil Rights Certification 50

C.4 Challenged Elements 50

C.5 Troubled PHA 50

D. Affirmatively Furthering Fair Housing (AFFH) 51

D.1 Affirmatively Furthering Fair Housing 51

Other 51

Violence Against Women Act Information 51

Language Assistance Plan 51

Reasonable Accommodations Policy 52

A. PHA Information

A.1 PHA Name: Yolo County Housing

PHA Code: CA044

PHA Type: Standard Performing PHA

PHA Plan for Fiscal Year Beginning: 07/2022

Public Housing Units: 431

Housing Choice Vouchers: 1,961

Total Combined Units/Vouchers: 2,392

PHA Plan Submission Type: Annual Plan

Availability of Information

The FY2022 Agency Plan Annual Update will be available for review during the 45-day Public Hearing Notice period. Interested parties can review the FY2022 Agency Plan Annual Update and supporting documents as follows:

- On the Yolo County Housing's website at: ych.ca.gov
- At the Yolo County Housing's main administration building at: 147 W. Main St., Woodland, CA 95695
- At the following Yolo County Housing Public Housing locations:
    - El Rio Villas – 62 Shams Way, Winters, CA 95694
    - Las Casitas – 685 Lighthouse Drive, West Sacramento, CA 95605
    - Yolano Donnelly – 1230 Lemen, Woodland, CA 95776

A copy of the FY2022 Agency Plan Annual Update and supporting documents will remain available for inspection during the entire fiscal year.

Introduction

Yolo County Housing (YCH) is dedicated to providing quality affordable housing and community development services to all persons within its service area. Yolo County Housing was first created in 1950. Its primary programs are funded by the United States Department of Housing and Urban Development (HUD) and through the State of California Housing and Community Development (HCD). The Housing Authority and its allied organizations provide assistance to approximately 3,000 households. Housing assistance is provided throughout the region and can be found in Woodland, West Sacramento, Davis, Winters, Esparto, Yolo, Knight's Landing, Madison and Dixon (Solano County).

YCH provides year-round rental assistance through low cost housing that it owns and manages, as well as through housing that it owns in partnership. It also provides assistance through its Housing Choice Voucher Program, its Project-Based Voucher program and through its Housing Choice Voucher Homeownership program. Additional units are available as well as through housing programs provided by its non-profit subsidiary, New Hope Community Development Corporation.

YCH also provides decent and safe temporary housing to migrant farmworker families during the County's growing season. YCH operates two centers in Yolo County. In addition, YCH also provides staff and services to the Dixon Housing Authority and manages its Dixon Migrant Center.

YCH provides space that is used by a number of local City, County, University and non-profit organizations to provide after-school and educational programs for youth, as well as senior meal programs and classes to City and County residents regardless of whether or not they receive other services through YCH.

B. Plan Elements

B.1 Revision of Existing PHA Plan Elements

Statement of Housing Needs and Strategy for Addressing Housing Needs

Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the

remaining characteristics, 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." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford -ability	Supply	Quality	Access -ibility	Size	Loca-tion
Income <= 30% of AMI	8,430	5	5	5	3	4	4
Income >30% but <=50% of AMI	4,575	4	4	4	3	3	3
Income >50% but <80% of AMI	4,450	3	3	3	3	2	3
Elderly	2,705	4	3	3	4	2	3
Families with Disabilities	3,745	4	4	4	5	4	4
White	7,900	3	3	3	3	3	3
Black	790	3	3	3	3	3	3
Hispanic	5,240	3	3	3	3	3	3
Native American	90	3	3	3	3	3	3
Asian	2,805	3	3	3	3	3	3
Pacific Islander	45	3	3	3	3	3	3

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

☐ Consolidated Plan of the Jurisdiction/s
Indicate year:

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset 2014 - 2018

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☒ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	931		n/a
Extremely low income (<=30% AMI)	585	62.8%	
Very low income (>30% but <=50% AMI)	250	26.9%	
Low income (>50% but <80% AMI)	86	9.2%	
Over Income	10	1.1%	
Families with children	351	37.7%	
Elderly families	190	20.4%	
Families with Disabilities	303	32.5%	
White	528	56.7%	
African American	222	23.8%	
Amer. Indian/Alaskan Native	0	0.0%	
Asian	55	5.9%	
Native Hawaiian/Pacific Islander	12	1.3%	
Other/Declined	17	1.8%	
Is the waiting list closed (select one)? ☒ Yes ☐ No If yes: ***How long has it been closed (# of months)? 60 months*** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☒Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐No ☒Yes (Displaced by Government Action, Mainstream Voucher Applicants and Family Unification Voucher Applicants)			

Information current as of 9/15/2021.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☒ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: **Knight's Landing**			
	# of families	% of total families	Annual Turnover
Waiting list total	1,854		
Extremely low income (<=30% AMI)	1,445	78.0%	
Very low income (>30% but <=50% AMI)	292	15.8%	
Low income (>50% but <80% AMI)	91	4.9%	
Over Income	26	1.4%	
Families with children	1,412	76.2%	
Elderly families	435	23.5%	
Families with Disabilities	0	0.0%	
White	672	36.3%	
African American	579	31.3%	
Amer. Indian/Alaskan Native	46	2.5%	
Asian	68	3.7%	
Native Hawaiian/ Other Pacific Islander	32	1.8%	
Other/Declined	113	6.1%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0.0%	
1 BR	268	14.5%	
2 BR	931	50.3%	
3 BR	594	32.1%	
4 BR	58	3.2%	
5 BR	2	0.1%	
Is the waiting list closed (select one)? ☒ No ☐ Yes If yes: ***How long has it been closed (# of months)? N/A*** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes			

Information current as of 2/1/2022.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☒ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: **Winters**			
	# of families	% of total families	Annual Turnover
Waiting list total	2,754		
Extremely low income (<=30% AMI)	2,123	77.1%	
Very low income (>30% but <=50% AMI)	444	16.2%	
Low income (>50% but <80% AMI)	151	5.5%	
Over Income	36	1.3%	
Families with children	1,530	55.6%	
Elderly families	198	7.2%	
Families with Disabilities	762	27.7%	
White	1,034	37.6%	
African American	771	28.0%	
Amer. Indian/Alaskan Native	59	2.2%	
Asian	112	4.1%	
Native Hawaiian/ Other Pacific Islander	51	1.9%	
Other/Declined	137	5.0%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0.0%	
1 BR	919	33.4%	
2 BR	1,151	41.8%	
3 BR	564	20.5%	
4 BR	109	4.0%	
5 BR	9	0.4%	
Is the waiting list closed (select one)? ☒ No ☐ Yes If yes: ***How long has it been closed (# of months)? N/A*** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes			

Information current as of 2/1/2022.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☒ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: **Yolo (city)**			
	# of families	% of total families	Annual Turnover
Waiting list total	1,052		
Extremely low income (<=30% AMI)	853	81.1%	
Very low income (>30% but <=50% AMI)	156	14.9%	
Low income (>50% but <80% AMI)	33	3.2%	
Over Income	10	1.0%	
Families with children	513	48.8%	
Elderly families	191	18.2%	
Families with Disabilities	480	45.7%	
White	428	40.7%	
African American	349	33.2%	
Amer. Indian/Alaskan Native	25	2.4%	
Asian	33	3.2%	
Native Hawaiian/ Other Pacific Islander	18	1.8%	
Other/Declined	36	3.5%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0.0%	
1 BR	774	73.6%	
2 BR	123	11.7%	
3 BR	112	10.7%	
4 BR	43	4.1%	
5 BR	0	0.0%	
Is the waiting list closed (select one)? ☒ No ☐ Yes If yes: ***How long has it been closed (# of months)? N/A*** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes			

Information current as of 2/1/2022.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☒ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: **West Sacramento**			
	# of families	% of total families	Annual Turnover
Waiting list total	2,169		
Extremely low income (<=30% AMI)	1,823	84.1%	
Very low income (>30% but <=50% AMI)	282	13.0%	
Low income (>50% but <80% AMI)	53	2.5%	
Over Income	11	0.5%	
Families with children	610	28.2%	
Elderly families	527	24.3%	
Families with Disabilities	1,345	62.1%	
White	1,018	47.0%	
African American	598	27.6%	
Amer. Indian/Alaskan Native	56	2.6%	
Asian	71	3.3%	
Native Hawaiian/ Other Pacific Islander	22	1.1%	
Other/Declined	69	3.2%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0.0%	
1 BR	1,268	58.5%	
2 BR	621	28.7%	
3 BR	235	10.9%	
4 BR	44	2.1%	
5 BR	2	0.1%	
Is the waiting list closed (select one)? ☒ No ☐ Yes If yes: ***How long has it been closed (# of months)? N/A*** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes			

Information current as of 2/1/2022.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☒ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: **Esparto**			
	# of families	% of total families	Annual Turnover
Waiting list total	667		
Extremely low income (<=30% AMI)	536	80.4%	
Very low income (>30% but <=50% AMI)	102	15.3%	
Low income (>50% but <80% AMI)	21	3.2%	
Over Income	8	1.2%	
Families with children	327	49.1%	
Elderly families	106	15.9%	
Families with Disabilities	0	0.0%	
White	286	42.9%	
African American	213	32.0%	
Amer. Indian/Alaskan Native	23	3.5%	
Asian	17	2.6%	
Native Hawaiian/ Other Pacific Islander	11	1.7%	
Other/Declined	17	2.6%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0.0%	
1 BR	183	27.5%	
2 BR	333	50.0%	
3 BR	135	20.3%	
4 BR	16	2.4%	
5 BR	0	0.0%	
Is the waiting list closed (select one)? ☒ No ☐ Yes If yes: ***How long has it been closed (# of months)? N/A*** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes			

Information current as of 2/1/2022.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☒ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: **Woodland**			
	# of families	% of total families	Annual Turnover
Waiting list total	2,199		
Extremely low income (<=30% AMI)	1,851	84.2%	
Very low income (>30% but <=50% AMI)	284	13.0%	
Low income (>50% but <80% AMI)	52	2.4%	
Over Income	12	0.6%	
Families with children	1,234	56.2%	
Elderly families	533	24.3%	
Families with Disabilities	246	11.2%	
White	1,126	51.2%	
African American	522	23.8%	
Amer. Indian/Alaskan Native	63	2.9%	
Asian	58	2.7%	
Native Hawaiian/ Other Pacific Islander	26	1.2%	
Other/Declined	81	3.7%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0.0%	
1 BR	1,410	64.2%	
2 BR	546	24.9%	
3 BR	203	9.3%	
4 BR	40	1.9%	
5 BR	0	0.0%	
Is the waiting list closed (select one)? ☒ No ☐ Yes If yes: ***How long has it been closed (# of months)? N/A*** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes			

Information current as of 2/1/2022.

Strategy for Addressing Housing Needs

Strategies

Need: Shortage of affordable housing for all eligible populations

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

- Employ effective maintenance and management policies to minimize the number of days public housing units are off-line:

- Reduce turnover time for vacated public housing units:

- Reduce time to renovate public housing units: Some renovations have been delayed while YCH analyzes possible redevelopment possibilities at each property. Once the property redevelopment is finalized, most properties will begin to be renovated based on the improvements needed at each property.

- Maintain or increase Voucher lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction, while preserving the maximum number of families able to be assisted: Payment standards are reviewed and adjusted based on the current rental market on an annual or more frequent basis as needed to allow the maximum number of families to be assisted.

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required: YCH is in the process of analyzing possible repositioning activities which will include determining the proper bedroom size allocation of any scenario.

- Maintain or increase Voucher lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration: As of October 2021, the HCV lease-up rate is approximately 79%. Staff is working hard to increase this rate but, the high rental prices in the local market slows leasing as voucher holders have a tough time finding affordable properties to rent.

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

- Apply for additional Housing Choice Voucher units should they become available: Over the last few years, YCH has applied for and received additional vouchers through the Mainstream Voucher Program (79), Family Unification Program (26), Veterans Affairs Supportive Housing Program (52) and Emergency Housing Vouchers (67). YCH will continue to analyze opportunities for applying for additional vouchers as they become available.

- Leverage affordable housing resources in the community through the creation of mixed - finance housing: YCH is currently reviewing the possibility of using mixed-finance housing to redevelop its public housing properties.

- Pursue housing resources other than public housing, Voucher, or Section 8 project-based assistance: As YCH analyzes possible redevelopment opportunities, the inclusion of other housing resources besides PH, HCV and PBRA is highly likely to be included in the process.

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing: Goal was exceeded: Due to the population served, YCH consistently exceeds this goal.

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based housing choice voucher assistance: Due to the population served, YCH consistently exceeds this goal.

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working: YCH has an admissions preference for working families which is also given to elderly and disabled families.

- Adopt rent policies to support and encourage work but, that are mindful

of current unemployment rates, seasonal employment and low wage jobs: YCH updates the flat rents annually to stay current with the rental market trends and to provide a more affordable rent for those families who may have employment incomes which may make paying 30% of income unreasonable.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Maintain housing that is designated for elderly occupants. YCH continues to maintain the public housing properties, Riverbend Senior Manor I and II for elderly occupants. YCH also continues to manage twenty-two (22) project-based vouchers at Blue Mountain Terrace in Winters and five (5) project-based vouchers at Walnut Terrace in Davis.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing: YCH has scheduled needed 504 improvements at all sites through the use of funds from various upcoming Capital Fund Program.

- Affirmatively market to local non-profit agencies that assist families with disabilities: YCH continues to conduct outreach and notifies non-profits throughout the jurisdiction concerning programs and services through its' participation on Board and or Committees of the Yolo County HPAC (Continuum of Care), Yolo Family Strengthening Network, Yolo Healthy Aging Alliance and Yolo NAMI. Additional organizations are also notified of opening of any wait lists in the Housing Choice or Project Based Voucher programs.

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs. Upon the opening of any wait list, YCH completes outreach to available publications that target race/ethnicities in accordance with its fair housing plan.

Strategy 2: Conduct activities to affirmatively further fair housing

- Counsel Voucher tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units: At voucher issuance, YCH staff provides information to families concerning the opportunity to locate housing outside of these areas.

Reasons for Selecting Strategies

- Funding constraints – Although increased funding was received through the 2018 to 2021 Capital Fund Programs, rising operations and renovation costs as well as local housing costs continue to put a strain on YCH's budgets.

- Influence of the housing market on PHA programs – The continued rise of rents in the housing market continues to negatively affect the Housing Choice Voucher Program by reducing the number of families that YCH can serve.

Deconcentration Policy and Other Policies that Govern Eligibility, Selection and Admissions

YCH's policies governing resident eligibility, selection, and admission including admissions preferences for both the Public Housing and Housing Choice Voucher Programs are described in this section. Unit assignment policies for public housing and wait list procedures for both programs are also described.

The Admissions and Continued Occupancy Policy (ACOP) covers the specific requirements

for admission to the Public Housing Program. These requirements for the HCV Program are stated in the Administrative Plan. The information listed below highlights some of the main factors used in determining eligibility and admission to both programs and is not meant to be exhaustive. YCH completes reviews annually of both the ACOP and Administrative Plan. The purpose of these reviews is to make sure both plans are compliant with current regulations as well to analyze and revise, as necessary, any policies related to the operational efficiency of each program.

Public Housing – Admissions and Continued Occupancy Policy (ACOP)

Deconcentration Policy

It is Yolo County Housing's (YCH) policy to provide for deconcentration of poverty and encourage income mixing. The goal of this policy is to lessen the concentration of poverty and to create mixed-income communities within YCH's public housing developments. This will be accomplished through admissions practices designed to bring in higher income residents to lower income developments and lower income residents into higher income developments. Toward this end, YCH will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Deconcentration Policy is intended to work in conjunction with YCH's annual income targeting requirements. Regulations require that 40 percent of all new admissions to public housing developments during a fiscal year must be residents whose household income, at the time of admission, is equal to or lower than 30 percent of the Area Median Income. This "income targeting" requirement is separate from the Deconcentration Policy, which is comparative in nature.

YCH will affirmatively market housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

The full Deconcentration Policy is part of the ACOP and can be reviewed at YCH's main administrative office located at 147 West Main Street in Woodland or on the agency website at www.ych.ca.gov. Interested parties can also request a copy through the YCH mailbox, myhousing@ych.ca.gov.

Eligibility

All families who are admitted to Public Housing must be individually determined eligible under the terms of YCH's Admissions and Continued Occupancy Policy (ACOP). In order to be determined eligible, an applicant family must meet ALL of the following requirements:

a. The applicant family must qualify as a family as defined in Part B of the ACOP.

b. The single person applicant must qualify as a single person as defined in Part B of the ACOP.

c. The applicant's Annual Income as defined in Part B of the ACOP (HUD Secretary's definition) must not exceed income limits established by the Department of Housing and Urban Development for Public Housing in the County of YCH jurisdiction.

d. The applicant family must conform to the Occupancy Standards contained in the ACOP regarding unit size and type and the family will occupy unit as its sole place of residence.

e. The applicant must have a satisfactory record in meeting past financial obligations, especially in payment of rent. In situations where an unsatisfactory record is obtained YCH shall take into consideration extenuating circumstances such as illness, or other incidents beyond the control of the applicant.

f. Section 214 of the Housing and Community Development Act of 1980, as amended, prohibits the Secretary of the Department of Housing and Urban Development (HUD) from making financial assistance available to persons who are other than United States citizens, nationals, or certain categories of eligible non-citizens either applying to or residing in specified Section 214 covered programs. Section 214 programs include: Public Housing and Section 8 Housing Choice Voucher Program.

g. The applicant family must have properly completed all application requirements, including verifications. Misrepresentation of income, family composition or any other information affecting eligibility, rent, unit size, neighborhood assignment, etc. will result in the family being declared ineligible. In the event the misrepresentation is discovered after admission, the family may be subsequently evicted, even if the family meets current eligibility criteria at that time.

h. Any tenant evicted from federally assisted housing by reason of drug-related criminal activity convictions shall not be eligible for federally assisted housing during the 3-year period beginning from the date of such eviction, unless the evicted tenant successfully completes a rehabilitation program approved by YCH, and/or if the circumstances leading to eviction no longer exists.

i. If YCH determines that any applicant or household member is a person currently engaging in illegal use of drugs, or currently engaged in criminal activity, or a person convicted of methamphetamine production, a person subject to sex offender registration, a person showing a pattern of alcohol abuse; YCH has the right to use criminal conviction records to make such determinations. Any of the above are subject to denial. In accordance with HUD guidance outlined in PIH Notice 2015-19, YCH will not consider an arrest as evidence of criminal activity for the purpose of denial of admission to the public housing program. YCH may consider the conduct of the individual is not suitable for tenancy if there is sufficient evidence other than the arrest record.

The Quality Housing and Work Responsibility Act (QHWRA) stipulates that individuals convicted of manufacturing or producing methamphetamine on federal property will be permanently denied admission to public housing and a current resident's tenancy will be immediately and permanently terminated if convicted of manufacturing or producing methamphetamine.

j. Notwithstanding any other provision of the law, YCH shall prohibit admission to public housing for any household with a member who YCH determines is illegally using a controlled substance; or, YCH determines that it has reasonable cause to believe that such household member's illegal use (or pattern of illegal use) of a controlled substance, or abuse (or pattern of abuse) of alcohol, may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents.

In determining whether to deny admission to public housing to any household based on a pattern of illegal use of a controlled substance or a pattern of abuse of alcohol by a household member, YCH may consider whether such household member:

i. Has successfully completed a supervised drug or alcohol rehabilitation program (as applicable) and is no longer engaging in the illegal use of a controlled substance or abuse of alcohol (as applicable);

ii. Has otherwise been rehabilitated successfully and is no longer engaging in the illegal use of a controlled substance or abuse of alcohol (as applicable); or

iii. Is participating in a supervised drug or alcohol rehabilitation program (as applicable) and is no longer engaging in the illegal use of a controlled substance or abuse of alcohol (as applicable).

k. YCH shall prohibit admission for any applicant or member of the applicant's household that YCH determines is subject to a lifetime registration requirement under a state sex offender registration program. YCH will conduct sexual offender registration background checks on all household members, ten (10) years of age or older.

Denial of Admission

Conditions for Denial

a. The applicant or resident currently owes rent or other amounts to a PHA or to another agency in connection with HCV, Public Housing, or any other subsidized affordable housing program operated by the PHA.

b. The applicant has committed any fraud in connection with federal housing assistance program.

c. New admission has breached an "Agreement to Repay" any monies due YCH. If the applicant owes money as a prior participant, the applicant will not be accepted, nor placed on the waiting list, until payment in full has been received.

d. The applicant family must have no record of eviction or for disturbance of neighbors, destruction of property, unsafe living habits, unsanitary housekeeping practices, substance abuse; or, any ongoing pattern over the last three years of tenancy history that would reasonably be expected to adversely affect:

1. The health, safety, or welfare of other residents;

2. The peaceful enjoyment of the neighborhood by other residents; or

3. The physical environment and fiscal stability of the neighborhood.

e. The applicant family must not have a record of grossly unsanitary or hazardous housekeeping that meets the definition of a health and safety code violation. For example, this could include the creation of fire hazards, infestation due to improperly disposed of garbage/trash, serious neglect of the premises affecting neighbors and the community, neglect to mitigate mildew/mold issues in unit caused by tenant. This is verified through photographic or documented evidence by previous or current landlords. When a qualified agency is successfully working with the applicant family to improve its housekeeping, the decision as to eligibility shall be reached by the Housing Programs Manager and/or his/her designee.

f. The applicant must not have a history of non-compliance with rental agreements including failure to comply with the terms of the rental agreements on prior residences, such as providing shelter to unauthorized persons, keeping pets or other acts in violation of rules and regulations.

g. Selected families must have capacity to comply with all terms and conditions of the lease.

h. A former resident who owes a balance to YCH or any other PHA will not be considered for re-admission until the account is paid in full.

Selection

All admissions to public housing shall be made on the basis of a personal interview where an application is completed by the applicant family and personnel. The Application for Admission shall constitute the basic legal record of each family applying for admission and shall support YCH's determinations of eligibility status, priority status, rent, and size of unit for which the applicant is qualified. All supplemental materials pertaining to eligibility shall be considered a part of the application record and carefully recorded. This includes verifications of income and family composition and such other data as may be required. The following conditions shall govern the taking and processing of applications:

1. All applicants shall complete a pre-application online and shall provide all information requested in the system.

2. As the applicant nears the top of the waiting list, applicants shall complete and sign a full application and certify, subject to civil and criminal penalties, to the accuracy of all statements made therein. The application shall include:

    - Names and ages of all family members
    - Sex and relationship of all members
    - Street address and phone numbers

- Mailing address (if P.O. Box or other permanent address)
- Amount(s) and source(s) of income received by household members
- Information regarding disabilities (used to determine qualifications or allowances and deductions)
- Information related to qualification for preferences
- Social Security Numbers
- Race/ethnicity
- Requests for specific accommodation needed to fully utilize program and services
- Proof of citizenship
- Proof of student status
- Previous address
- Current landlord verification
- Name of emergency contact person and address
- Criminal background check (all records, once reviewed, will be discarded)
- Non-family references
- Assets
- Credit check

3. Applications for the public housing program will be completed during a one on one interview between the applicant family and YCH personnel and shall be maintained on YCH's computer system. Applicants shall complete and sign the application and certify, subject to civil and criminal penalties, to the accuracy of all statements made therein. YCH reserves the right to require the signature of any or all adult members of the applicant household.

4. Applicants will be required to submit verification documentation as part of the application process. Applicants will be given a list of required verifications at the time of their interview with designated YCH personnel for the purpose of determining eligibility.

5. Should applicants fail to provide required verification documentation within time frame established by YCH, their case will be placed in an inactive status and will be required to reapply.

6. YCH will normally take applications from a central location that will allow for processing by staff persons knowledgeable of the rules and regulations governing resident selection and assignment, but reserves the right to establish satellite locations for application taking.

7. YCH reserves the right to establish times for taking applications, including by appointment. YCH staff may, at its discretion, provide for application interviews

outside normal hours when necessary for hardship reasons.

8. Insofar as possible, application interviews shall be conducted in private.

9. Pre-applications shall be updated as applicants report changes in income and family circumstances. All modifications to pre-applications shall be properly documented and the transaction initialed by the staff member making the change. In the event an applicant fails to report changes and is selected from the waiting list, the pre-application will be considered incomplete until the information is verified. If the change does not require a redetermination of eligibility (addition of a minor child, change in income that does not exceed the established income limits, or similar minor change), the Pre-application will retain its original pre-application date and time. If the change does require a redetermination of eligibility requiring a new background check, credit check, or similar significant change, the pre-application will be assigned a new date and time once eligibility is redetermined.

10. All active pre-applications will be purged periodically; however, typically no less than once every 3 years. Notification shall be sent via U. S. Mail to each applicant informing them that unless they confirm their continued interest, the application will be retired from the active file. The family's response must be in writing and may be delivered in person, by mail, or by fax. It is the family's responsibility to ensure that YCH receives the confirmation. In the event that confirmation from the family is not received within 15 calendar days, the family will receive a 2nd and final notice informing them that they will be removed from the waiting list unless confirmation is received within the 15 calendar days of the second notice. In the event that confirmation is not received within 15 calendar days, the family will be removed from the waiting list without further notification. When a notification is returned as undeliverable, the family will be removed from the waiting list without further notification. If a family is removed from the waiting list for failure to confirm their continued interest, they may, within 90 calendar days of the date of the second notification, request an administrative review to review the application and may be reinstated for good cause as determined by YCH. After 90 calendar days, reinstatement will not be considered.

11. Applicants on YCH waiting lists for any other type of assisted housing have no status with respect to the Low-Rent Public Housing Program. Applicants must submit separate applications for other programs. Applicants will not lose their place on any other YCH wait list should they make an application for "Low-Rent" public housing.

12. Once an applicant is housed in a public housing unit, they will be removed from

all other public housing wait lists as outlined in the Tenant Selection and Assignment Plan.

13. YCH shall maintain such records as are necessary to document the disposition of all applications.

YCH will select applicants for participation without discrimination based on race, color, sex, creed, or national origin nor deny any family or individuals the opportunity to apply for assistance under the Low-Rent Housing Program. Neither will YCH discriminate because of religion, age, physical or mental disability, medical condition, pregnancy, parenthood, familial status, marital status, military or veteran status, political affiliation, actual or perceived sexuality, or gender identity.

The selection of residents for occupancy of available units will be in conformance with all HUD guidelines and regulations and applicable Fair Housing and Equal Opportunity Requirements.

Preferences

YCH will offer the following preferences for the Public Housing Program. During the pre-application period, families can update their preferences in writing. Preferences will be verified at the time of full application (determination of eligibility) and any change in preference status may change the applicant family's total score and may change their position on the waiting list.

Yolo County Resident

The residency preference is limited to the jurisdictional boundaries of the County of Yolo. Use of the residency preference will not have the purpose or effect of delaying admission to the program based on the creed, familial status, sexual orientation, race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family. Applicants who live or work in the County of Yolo at the time of determination of eligibility. [1 Point]

Veteran Preference

Any individual who served in the active military, naval, or air service of the United States who received an honorable discharge or was released from active duty under honorable conditions. This preference also applies to veterans and the surviving spouses of U.S. veterans. [1 Point]

Working Preference

Families with at least one adult who is employed and has been employed for at least 6 months at an average of at least 20 hours per week at the time of determination of eligibility. This definition includes families where at least one adult was employed and is receiving unemployment benefits. This preference is automatically extended to elderly families or a family whose head or spouse is receiving income based on their permanent disability. [1 Point]

Involuntarily Displaced

Families who, within 2 years of the determination of eligibility, are displaced through no fault of their own for one or more of the following reasons. Families will receive credit for this preference only once, regardless of whether or not they qualify under more than one of the instances below. [2 Points]

Natural Disaster

Families that are displaced as a result of a federally-declared natural disaster that extensively damaged or destroyed their dwelling.

Governmental Action

Families that are displaced as a result of governmental action or that reside in dilapidated housing that is cited by local government officials or a local code enforcement agency. This preference applies to housing that does not provide safe, adequate shelter, has one or more critical defects or a combination of defects requiring considerable repair or endangers the health, safety, and well-being of the family or has been declared unfit for habitation.

Victims of Domestic Violence

Families where the head or spouse is the victim of domestic violence. This preference must be documented by a referral from a social service agency, restraining order, proof of residency in a domestic violence shelter, or other similar means.

Witness Protection

Families that are part of a Witness Protection Program and, after a threat assessment, the applicable law enforcement agency recommends housing the family to avoid or reduce the risk of violence against the family.

Hate Crime

Families who are displaced due to a family member being the victim of one or more hate crimes and the family has vacated the unit because of the crime. Documentation of a hate crime includes a police report clearly indicating the nature of the crime or referral from local law enforcement.

Section 8 Participant

Families who were terminated by YCH from YCH Section 8 Housing Choice Voucher Program solely due to the lack of funding for their assistance. [1 Point]

At pre-application, the family will be placed on the waiting list based upon their total points, thereafter ordered by date and time of application. Preferences will be verified at the time of full application (determination of eligibility) and families must meet the qualification requirements at that time.

Applicants are responsible for updating any information and reporting any changes to their mailing address, contact information, preferences, income, and family composition. Applicants are advised that the failure to update information may dramatically affect their position on the waiting list and full eligibility is determined from the full application.

In the event of a declared natural disaster in or around the service area, YCH may, at its discretion, provide preference to those families displaced as a result of natural disaster and will house evacuees as priority over current applicants on the waiting list. Disaster-affected families that were currently residing in public housing prior to the disaster will be first offered a unit in public housing, if available.

Unit Offers

One unit offer: YCH operates site-based wait lists in its public housing portfolio. If YCH makes a unit offer to an applicant from the designated site wait list and that unit is rejected, the applicant will be removed from that site-based wait list. The family will remain on any and all other site-based wait lists. (For example, a family is determined eligible for Vista Montecito in Esparto. If the family denies the unit because they want to live in West Sacramento, the family will be removed from the Vista Montecito wait list but will remain on all other site-based wait list unless they request "in writing" to be removed.)

When the applicant is matched to the specific unit, that dwelling unit becomes "unrentable" until the offer is made and accepted or rejected. In order to reduce vacancy

loss, it is necessary that processing from this point move as quickly as possible. To that end, the following conditions shall apply to dwelling unit offers:

a. As an applicant moves nears the top of the waiting list, YCH will contact the applicant family to determine continued interest, to update the application for final processing, to alert the applicant that an offer is likely in the very near future, and to inform the applicant about the requirements for move-in (i.e. utility deposits, security deposits, etc.).

b. Upon availability for occupancy, an applicant will be offered a unit and the opportunity to see it.

c. Upon offer of an apartment, the applicant shall have 5 (five) calendar days to accept or reject the unit offered. Additional business days may be granted if necessary to allow the applicant to inspect the apartment or as a reasonable accommodation. Failure to give an answer within the prescribed time period shall be counted as rejection of the offer.

d. Upon acceptance of the offer, the applicant will then be assigned a deadline for move-in. Before the end of this period, the applicant must complete all outstanding pre-occupancy requirements, such as joint unit inspection, establishment of utility services, leasing interview, and lease execution. Failure to complete move-in requirements within the assigned period will result in withdrawal of the offer and inactivation of the application.

Unit Refusals

a. Applicants will be made one (1) offer of a unit of appropriate size and type from the site-based wait list. Should the family reject the offer, the family will be removed from that site-based wait list unless the family refuses for good cause.

b. Applicants not responding to an offer of housing by YCH shall be ruled ineligible and their application will be removed to the inactive/ineligible file and so documented.

c. An applicant will have five (5) calendar days to accept or reject an offer of housing after receipt of notice of unit availability. Failure to respond to a notice of unit availability will be treated as a no response.

d. Any other wait list the applicant may be on will remain unaffected.

e. In accordance with the YCH Reasonable Accommodation Policy appendix to the ACOP, a unit refusal may be reasonable as an accommodation due to disability. (Example: Unit offer is two story and the disabled individual has difficulty climbing stairs.)

f. Good Cause for refusal of unit:

- Unit is not ready for move-in at the time of the offer of housing. Ready for move in means the unit has no Uniform Physical Condition Standard (UPCS) deficiencies.
- Inaccessibility to source of employment, education, or job training, children's day care, educational program for children with disabilities, so that accepting the unit offer would require the family undue hardship.
- The family demonstrates to YCH's satisfaction that accepting the offer will place a family member's life, health or safety in jeopardy.
- A health professional verifies temporary hospitalization or recovery from illness of the head of household, other household members or live in aide.
- Elderly or disabled family makes the decision not to occupy or accept occupancy in designated housing as outlined in ACOP.

Housing Choice Voucher Program – Administrative Plan

Eligibility

YCH is responsible for ensuring that each individual and family admitted to the HCV program meets all program eligibility requirements. This includes any individual approved to join the family after the family has been admitted to the program. The family must provide any information needed by YCH to confirm eligibility and determine the level of assistance.

To be eligible for the HCV program, each applicant family must:

- Qualify as a family as defined by HUD and YCH. A family, regardless of actual or perceived sexual orientation, gender identity, or marital status, may be a single person or group of persons. Family as defined by HUD includes a family with a child or children, two or more elderly or disabled persons living together, one or more elderly or disabled persons living with one or more live-in aides, or a single person. YCH has the discretion to determine if any other group of persons qualifies as a family.

- Have income at or below HUD specified income limits. To be income-

eligible, a family must be a very low-income family or a low-income family which has been "continuously assisted" under the 1937 Housing Act. A very low-income family is a family whose annual income does not exceed 50 percent of the median income for Yolo County, adjusted for family size. A low-income family is a family whose annual income does not exceed 80 percent of the median income for Yolo County, adjusted for family size.

- Qualify on the basis of citizenship or the eligible immigrant status of family members. Housing assistance is only available to individuals who are U.S. citizens, U.S. nationals, or noncitizens that have eligible immigration status. At least one family member must be a citizen, national or noncitizen with eligible immigration status in order for the family to qualify for any level of assistance.

- Provide social security number information for all family members as required. Every family member must provide documentation of a valid Social Security Number (SSN) or a certification stating that no SSN has been issued.

- Consent to YCH's collection and use of family information as provided for in YCH-provided consent forms. HUD requires each adult family member, and the head of household, spouse, or co-head, regardless of age to sign form HUD-9886, Authorization for the Release of information/Privacy Act Notice, and other consent forms as needed to collect information relevant to the family's eligibility and level of assistance.

- YCH must determine that the current or past behavior of household members does not include activities that are prohibited by HUD or YCH.

Although an applicant may be eligible for the Housing Choice Voucher Program, it does not mean that they will be provided assistance. HUD requires YCH to deny assistance in the following cases:

- Any member of the household has been evicted from federally-assisted housing in the last three (3) years for drug-related criminal activity. YCH will admit an otherwise eligible family who was evicted from federally assisted housing within the past three (3) years for drug-related criminal activity, if YCH is able to verify that the household member who engaged in the criminal activity has completed a supervised drug rehabilitation program as approved by YCH, or the person who committed the crime, is no longer living in the household.

- YCH determines that any household member is currently engaged in the use of illegal drugs.

- YCH has reasonable cause to believe that any household member's current use or pattern of use of illegal drugs, or current abuse or pattern of abuse of alcohol, may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents.

- Any household member has ever been convicted of drug-related criminal activity for the production or manufacture of methamphetamine on the premises of federally assisted housing.

- Any household member that is subject to a lifetime registration requirement under a state sex offender registration program.

If any household member is currently engaged in, or has engaged in any drug-related or violent criminal activity, within the last three years, the family will be denied admission.

HUD authorizes YCH to deny assistance based upon the family's previous behavior in assisted housing. YCH will deny assistance to an applicant family if:

- The family does not provide information that HUD or YCH determines is necessary to the administration of the program.
- The family does not provide complete and true information to YCH.
- Any public housing agency has terminated assistance under the program for any family member within the last three (3) years.
- Any family member has been evicted from federally assisted housing in the last three (3) years.
- Any family member has committed fraud, bribery, or any other corrupt or criminal act in connection with any other federal housing program.
- The family owes rent or other amounts to any public housing agency in connection with the HCV, Certificate, Moderate Rehabilitation, or public housing programs, unless the family repays the full amount of the debt prior to being selected from the waiting list.
- The family has breached the terms of a repayment agreement entered into with YCH, unless the family repays the full amount of the debt covered in the repayment agreement prior to being selected from the waiting list.
- A family member has engaged in or threatened violent or abusive behavior towards YCH personnel.

YCH is authorized to obtain criminal conviction records from law enforcement agencies

to screen applicants for admission to the HCV program. This authority assists YCH in complying with HUD requirements and in-house policies to deny assistance to applicants who are engaging in or have engaged in certain criminal activities. In order to access these records, YCH requires each applicant household to submit a consent form signed by each adult household member.

Selection

As vouchers become available, families on the wait list must be selected for assistance in accordance with the policies listed in the agency's Administrative Plan.

Wait List

Each eligible applicant household shall be placed on the waiting list based on preference and then by date and time of application. Files and supporting documentation supplied by the families shall be maintained in a manner that is consistent with regulations governing the programs.

YCH will maintain information that permits proper selection from the Waiting List. The Waiting List will be organized to contain the following information for each applicant.

- Applicant name
- Family unit size (number of bedrooms for subsidy standards)
- Date and time of application
- Preference score
- Racial or ethnic designation of the head of household

YCH shall make known to the public that applications are being taken at least 10 business days prior to the date applications will first be accepted. Publicity will include:

(i) The dates, times, and location where families may apply;
(ii) The programs for which applications will be taken;
(iii) A brief description of the program; and
(iv) Limitations, if any, on whom may apply.

Public notice shall be in the form of, but not be limited to, newspaper ads and radio announcements. YCH will give the public notice by publication in a local newspaper of general circulation and also by minority media and other suitable means. YCH communicates the wait list opening via e-mail to our partners, advertises the opening date in newspapers of the main cities located in Yolo County, global media and our website. The wait list is open online so applicants can immediately place their name on the waitlist.

YCH also partners with agencies that provide services to the most vulnerable families, such as shelters for persons experiencing homelessness, health and human services agencies, agencies that provide services to victims of domestic violence, mental health services providers, churches, Native American organizations, agencies that serve minority groups, global media, local libraries, senior centers, etc.

YCH provides training for our partners through a workshop where they can view the application and learn the process to apply. Partner agencies such as county libraries, Health and Human services and others that have computer labs make their computers available to applicants who do not own a device with internet access so they can apply.

All notices will comply with all HUD fair housing requirements.

YCH shall make known to the public that the waiting list will be closed and pre-applications will no longer be taken until further notice. Public notice may be in the form of, but will not be limited to, newspaper ads and radio announcements. YCH may give the public notice by publication in a local newspaper of general circulation and also by minority media and other suitable means. The notice will comply with all HUD fair housing requirements.

Closing the waiting list is defined that no applications will be received except for applicants that are direct referrals from local government agencies that are displaced as a result of governmental action. Once the referral is verified and accepted by YCH, the person is placed on the waiting list in accordance with this policy.

Selection and Special Funding Sources

Special Admissions [24 CFR 982.203]. HUD may award funding for specific families living in specified types of units (e.g. a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, YCH may admit families that are not on the waiting list, or without considering the family's position on the waiting list. YCH must maintain records showing that such families were admitted with special program funding.

Targeted Funding

HUD may award YCH funding for a specified category of families on the waiting list. YCH must use this funding only to assist the families within the specified category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C of the Administrative Plan.

YCH currently administers or may in the future administer the following types of targeted funding in the future:

- Mainstream Voucher Program - YCH will utilize its HCV waiting list for this program. If YCH has closed its HCV waiting list, it will reopen the waiting list to accept Mainstream applicant families when the estimated waiting period for housing assistance for applicants on the list is less than 24 months for the most current applicants.
- Shelter Plus Care Program
- Emergency Housing Vouchers
- Veterans Affairs Supportive Housing (VASH)
- Family Unification Program Vouchers

Preferences

YCH offers the following preferences for the Housing Choice Voucher Program. Preferences will be verified at the time of full application (determination of eligibility) and any change in preference status may change the applicant family's total score and may change their position on the waiting list.

- Displaced by Government Action

  a. Families who were receiving Housing Choice Voucher assistance will take precedence over other waiting list place holders. New applicants to the Housing Choice Voucher program must be a family displaced by a natural disaster, including disasters recognized by a Federal government, which extensively damaged or destroyed their dwelling or is:

  b. Dilapidated as cited by city/county officials of a local code enforcement office and does not provide safe, adequate shelter; has one or more critical defects or a combination of defects requiring considerable repair or endangers the health, safety, and well-being of family Has been declared unfit for habitation by a government agency.

  c. Part of a Witness Protection Program or the HUD Office or law enforcement agency and, after a threat assessment, the law enforcement agency recommends re-housing the family to avoid or reduce risk of violence against the family.

  d. Displaced due to a family member being the victim of one or more hate crimes, and the applicant has vacated the unit because of the crime or fear of such a crime has destroyed the applicant's peaceful enjoyment of the unit.

- Working Families/Elderly/Disabled: families with at least one adult who is employed and has been employed for six months; this definition includes families where at least one adult was employed and is currently receiving unemployment benefits. This preference

is automatically extended to elderly families or a family whose head or spouse is receiving income based on their permanent disability.

- Residency Preference: Applicants who live, work or are hired to work in the County of Yolo at the time of application qualify for this preference.

- Military Preference: Any citizen of the United States who served in the active military, naval, or air service of the United States who received an honorable discharge or released from active duty under honorable conditions. This preference applies to veterans and the surviving spouses of veterans.

- Youth Exiting the Family Unification Program: Participants whose FUP funding is expiring and will have an adequate lack of housing as a result of their termination from the program.

- Mainstream Voucher Families – Eligible Mainstream Voucher Families, who are non-elderly persons with disabilities and their families.

Point Values of Preferences

Points are not assigned for "Special Provisions" preferences. Applicants who qualify for special programs (e.g., Section 8 Moderate Rehabilitation, Mainstream or Welfare-to-Work Vouchers) will be placed on lists specific to those programs in order of the date and time the application was received in the office of Yolo County Housing and according to other preferences for which they are entitled.

Section 8 participants who have been terminated due to over-leasing or lack of federal funding. At the time a participant is terminated due to over-leasing or lack of federal funding, that person's name will automatically be placed atop the waiting list.

Other preferences have point values, which determine, in addition to the date and time of application or lottery selection, the Applicant's order of placement on the waiting lists. The point values are:

<u>Preference (Points)</u>

- Residency in Yolo County <u>(1 point)</u>
- Working/Permanently Disabled/Elderly <u>(2 points)</u>
- Members of Military/Veterans <u>(1 point)</u>
- Youth Exiting FUP <u>(1 point)</u>
- Mainstream Voucher Limited Preference for Non-Elderly Disabled Families (1 point)
- Involuntarily Displaced <u>(2 points)</u>

Points are cumulative. Applicants with the most points are ranked highest on the waiting lists.

Financial Resources

The table included on the following page lists Yolo County Housing's anticipated financial resources, such as PHA Operating, Capital and other anticipated Federal resources available to the Agency, as well as tenant rents and other income available to support the Public Housing and Housing Choice Voucher Programs in Fiscal Year 2022.

Funding Source	Amount	Use
FY2022 PH Operating Fund	$1,521,781	PH Operations
FY2022 Capital Fund Program	$1,125,478	PH Modernization
FY2021 Capital Fund Program	$1,125,478	PH Modernization
FY2020 Capital Fund Program	$815,042	PH Modernization
FY2019 Capital Fund Program	$758,931	PH Modernization
Housing Choice Voucher Program	$14,871,078	HCV Operations
HCV Administrative Fees	$1,341,334	HCV Operations
Public Housing Dwelling Rent	$2,548,591	PH Operations
Interest	$4,200	PH/HCV Operations
Other Income	$65,000	PH Operations
Total	**$24,176,913**	

Note: *The Capital Fund amount for FY2022 is based on the FY2021 amount. The Capital Fund amounts for FY2021, FY2020 and FY2019 are the unobligated amounts as of 12/31/2021.*

Rent Determination

Public Housing

Determining the Total Tenant Payment is a two-step process. Total Tenant Payment shall be the highest of the following rounded to the nearest dollar:

a. 30 percent of monthly Adjusted Income; or

b. A minimum rent amount of $25. Note: QHWRA (Quality Housing Work Responsibility Act) established certain exceptions to the minimum rent requirements relating to hardship, which are discussed in the Rent Collection Policy of the ACOP.

After the highest amount has been determined above, that number is compared to the ceiling rent or flat rent of the unit size that is or will be occupied by the family, and the lower of the amount determined above or the ceiling/flat rent is the Total Tenant Payment.

The Flat Rent amount for each apartment is updated on an annual basis and is equivalent to 80% of the Fair Market Rent for Yolo County minus any utility cost allowance received.

Total Tenant Payment does not include charges for excess utility consumption or other miscellaneous charges, such as maintenance charges, late charges, etc.

Housing Choice Voucher

Family share of rent shall be calculated based on:

- 30% of the monthly adjusted income of the family; or,
- 10% of the monthly income of the family; or,
- Welfare Rent (payments for welfare assistance from a public agency and a part of those payments, adjusted in accordance with the actual housing costs of the family, is specifically designated by that agency to meet the housing costs of the family, the portion of those of those payments that is so designated), or
- Minimum Rent.

YCH has established a minimum rent policy to require families to pay a minimum monthly rent of $25. This minimum rent shall include any amount allowed for utilities.

Operations and Management

In addition to the Admission and Occupancy Policies for each program, other management policies have been developed to help YCH staff operate in a consistent and effective manner. The following includes a list of the more significant policies adopted by YCH:

- Cash Management
- Disposition of Property
- Insurance
- Repayment Policy
- Maintenance
- Safety
- Procurement
- Smoke-Free Housing

Because YCH owns the Public Housing properties, it is important to ensure they are properly maintained. YCH's highly trained and effective maintenance staff is responsible for completing work orders in a timely fashion.

To ensure sanitary conditions are maintained, periodic pest control visits are made to all apartments.

Grievance Procedure

Public Housing

All Public Housing residents have the right to appeal decisions or actions of the YCH staff through application of the Grievance Procedure. The full Grievance Procedure is part of the ACOP and can be reviewed at YCH's main administrative office.

The Grievance Procedure cannot be used in cases of criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents or employees and any drug-related criminal activity on or near the premises.

Applicants are afforded an informal review process if they believe they have been wrongly denied eligibility to the Program. The informal review process provides the applicant with an opportunity to present new information or refute existing information. The informal review process is covered in the ACOP.

Housing Choice Voucher

YCH must give an applicant to the HCV Program an opportunity for an informal review of the decision to deny assistance to the applicant.

In addition, YCH must give a participant of the HCV Program an opportunity for an informal hearing to consider whether certain decisions relating to the individual circumstances of the participant are in accordance with the law, HUD regulations and YCH policies.

The process for conducting an informal review and informal hearing are included in the HCV Administrative Policy.

Homeownership Programs

Public Housing

YCH does not currently operate a public housing homeownership program.

Housing Choice Voucher - Tenant Based Assistance

Yolo County Housing has established a housing choice voucher tenant-based homeownership option in Yolo County, pursuant to the U.S. Department of Housing and Urban Development's (HUD) final rule dated October 12, 2000 and Section 555 of the Quality Housing and Work Responsibility Act of 1998 under Section 8(y), Homeownership Option.

Any voucher eligible program participant who has been issued a Housing Choice Voucher may utilize the subsidy to purchase rather than rent a home, subject to the following:

1) A family must meet the requirements for continued participation in the YCH Tenant-based HCV Program.
2) The homeownership option will be included in all Briefing and Re-Housing classes as well as media and community announcements. Current HCV participants must be in compliance with their lease and program requirements and must terminate their current lease arrangement in compliance with the lease.
3) A family in which the head of household or co-head has previously received assistance and has defaulted on a mortgage obtained through the Homeownership Option is barred from participation.
4) Participant families must be any of the following: "first-time homeowners," in which no family member owned any present ownership interest in a residence of any family member in the last three years; residents of limited equity cooperatives; or, a family of which a member is a person with disabilities, and use of the Homeownership Option is needed as a reasonable accommodation. (Title to a mobile home is not considered as homeownership for purposes of this option.)
5) Participants in the HCV Homeownership Option must attend and satisfactorily complete the pre-purchase homeownership counseling program and be deemed to be "mortgage ready" before a homeownership voucher will be issued. Participants are also required to attend and complete post-purchase, ongoing homeownership counseling. At a minimum, the counseling will cover the following:

    - Home maintenance

- Budgeting and money management
- Credit counseling
- Negotiating the purchase price of a home
- Financing
- Locating the home
- De-concentration issues
- Family must only purchase a home that passes HQS inspection and has been satisfactory according the independent inspection

6) The head of household and/or co-head must be currently employed on a fulltime basis (as defined by HUD to average 30 hours per week) and have been continuously so employed during the year before commencement of homeownership assistance. Families in which the head of household, spouse or co-head is disabled or elderly are exempted from this requirement. Families that include a person with disabilities may request an exemption as a reasonable accommodation.
7) The family's income must be equal to or exceed the HUD minimum income requirement, currently set at 2000 hours times the current Federal minimum wage or $14,500. Welfare assistance will not be counted (used) for meeting the income requirement, except for households in which the head or co-head is elderly or disabled and for households that include a disabled person other than head or co-head. ("Welfare assistance" includes federal housing assistance or the housing component of a welfare grant; Jobs and Family Services assistance; SSI that is subject to an income eligibility test; food stamps; general assistance or other assistance provided under a federal, state or local program that provides assistance available to meet family living or housing expenses.)
8) Participants may be enrolled in the Family Self-Sufficiency (FSS) Program but are not required to do so for qualifying in the program. Participants enrolled in the FSS will have a preference over non-FSS families. Funds accumulated in the escrow account may be advanced for purchase of the home or home maintenance, subject to the guidelines of the FSS Program.
9) YCH requires the applicant for the program to be a current participant of the Voucher program and must have been in the program for at least one year, and be a participant in good standing.

The full homeownership plan can be found in the Administrative Plan for the Housing Choice Voucher Program.

Community Service and Self-Sufficiency Programs

It is the policy of YCH to enhance and promote economic and social self-sufficiency. As such, YCH shall provide the following for the enhancement of the economic and social self-sufficiency of assisted families:

- Income mix (YCH may establish and utilize income-mix criteria for the selection of residents.)

- Targeting (mandatory): Not less than 40% of dwelling units owned by YCH shall be occupied by families whose incomes at the time of commencement of occupancy do not exceed 30% of the area median income.

- Cooperation Agreements for Economic Self-Sufficiency (mandatory): YCH shall enter into cooperation agreements with state, local, and other agencies providing assistance to covered families under welfare or public assistance programs. The cooperation agreements shall facilitate the administration of this policy and the sharing of information regarding rents, income, assistance, or other information that may assist YCH or welfare or public assistance agency to carry out its functions. YCH shall also seek to include in cooperation agreements with welfare or public assistance agencies provisions to provide for economic self-sufficiency services within the properties owned by YCH, provide for services designed to meet the unique employment-related needs of residents, and provide for placement of work fare positions on-site.

Community Service Requirement

As a condition of continued occupancy, with the exception of excluded residents, each adult resident of YCH shall:

a. Contribute eight (8) hours per month of community service (not including political activities) within the community in which that adult resides; or,

b. Participate in an economic self-sufficiency program for eight (8) hours per month.

Definition of "economic self-sufficiency program": Any program designed to encourage, assist, train, or facilitate the economic independence of participants and their families or to provide work for participants, including programs for job training, employment counseling, work placement, basic skills training, education, work fare, financial or household management, apprenticeship, or other activities as approved by YCH.

Safety and Crime Prevention

YCH's three largest Public Housing locations are in Woodland (Yolano and Donnelly, with a total of 132 units), West Sacramento (Riverbend Manor I & II, and Las Casitas, with a total of 139 units) and Winters (El Rio I, II, III & IV, with a total of 124 units). These locations comprise 395 of YCH's total 431 public housing units, representing the primary site-based communities of individuals and families who benefit from YCH subsidy programs. There is wide variance in the communities surrounding the properties, as well as across the individuals and families housed at the locations.

Residents have continued to express concerns about their sense of safety at the West Sacramento Public Housing site. YCH has held a few small, in person conversations with some of these residents to discern a path forward that will best resolve the concerns. Today's presentation builds on two prior safety overviews and narrows the presentation's focus to solely address West Sacramento, with updated summary law enforcement response data spanning six-month intervals between January 2018 and June 2021 as well as proposed upcoming interventions by YCH. Some of the previously proposed interventions have now been completed (i.e., Resident Council workgroup, responding to requested site improvements and site beautification). In addition, staff are continuing to connect with residents by telephone and in periodic small, socially distanced groups with all attendees wearing masks.

Combining the more recent law enforcement data with the historical information demonstrates that the issues drawing law enforcement involvement at the West Sacramento site are primarily social impact issues, rather than criminal activity. Nonetheless, these social impact issues continue to generate significant law enforcement response to the site, and do not yet demonstrate a continuing downward trend. Rather, compared to the lowest overall law enforcement call number in a 6- month period (July – Dec 2018), both of the most recent two 6-month periods (July – Dec 2020 and January – June 2021) showed a slightly higher call volume, indicating a need for continued response planning by YCH:

Time Period	Total Calls
July – Dec 2018	50
July – Dec 2020	54
Jan – June 2021	58

To best support the varying needs of each community moving forward, YCH will partner with the local law enforcement and other involved agencies to both obtain periodic data and to implement location-specific initiatives most relevant to the area's residents.

Yolo County Housing 2021 Initiatives by location:

- Yolano Donnelly – One community clean-up day occurred, with minimal participation. Further days are on hold based on COVID-19 protocols and re-opening; law enforcement and the PHA have partnered on installation of a security camera and security patrols started in the fall; a Tag & Tow procedure has been formalized, and staff are working on increased landscaping work, including removal of bushes that hinder sight to a back parking lot of Yolano. Additionally, law enforcement held a "Popsicles with the Police" neighborhood night out-styled event ("Unidos La Policia Trabajando Junto Con La Comunidad Hispana" – "United, the police working together with the Hispanic community") on September 16th and was well attended by residents of both Yolano and Donnelly.

- Riverbend Manor/Las Casitas – Interventions have been updated following the August data review, to focus largely on social support interventions. A senior resident liaison specifically for the Riverbend Manor location has been added and plans for a resident liaison consultation/training group (to include liaisons across the portfolio) are underway.

- El Rio Villas – In addition to addressing an increased "Pride in your Community" brand at the site (hampered by COVID-19 protocols and limited re-opening), the Capital Fund improvement of accessible walkways was completed. Additionally, to address water safety, and provide an opportunity for resident participation in location improvement, the El Rio Villas site also became a project recipient of the State's Integrated Regional Water Management (IRWM) Disadvantaged Communities Grant Program. The project will assess the drinking water and wastewater needs of the community, and YCH will include interested residents in the assessment process.

Implementation of the above strategies will be long-term in nature, with additional/alternative strategies addressed as needed over time.

Pet Policy

Yolo County Housing has adopted a Pet Policy covering the ownership of pets in its' public housing developments. The policy explains the YCH's policy on the keeping of pets and any criteria or standards pertaining to the policies. The rules adopted are reasonably related to the legitimate interest of the PHA to provide a decent, safe and sanitary living environment for all tenants, and to protect and preserve the physical condition of the property, as well as the financial interest of the Agency. The full Pet Policy is an appendix to the Admissions and Continued Occupancy Plan (ACOP) and is available for review at the main office during normal operating hours or accessible on the agency website:

www.ych.ca.gov.

Asset Management

YCH's twelve (12) public housing properties have been grouped into three (3) Asset Management Projects (AMPs). The AMPs were determined using various factors including proximity, number of units, etc. Each AMP operates as though it is a separate entity with dedicated management and maintenance. Each AMP has its own budget which is monitored very closely.

Management continually assesses all properties to determine how to keep operating costs down and extend the property life by addressing capital improvement needs. Also, as some properties begin to reach the end of their useful life, management will need to determine what can be done to help keep the properties affordable for low-income residents.

Substantial Deviation

A "Substantial Deviation" from the 5-Year Plan is an overall change in the direction of the Agency pertaining to the Authority's Goals and Objectives. This includes revising or modifying the Agency's Goals and Objectives.

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

- Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;

- Changes to the construction and rehabilitation plan for each approved RAD conversion; and

- Changes to the financing structure for each approved RAD conversion.

Significant Amendment/Modification

A "Significant Amendment or Modification" to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Changes to rent or admissions policies or organization of the waiting list.

- Any change with regard to demolition or disposition, designation, homeownership programs, conversion or RAD activities.

B.2 New Activities

Introduction

It is the intent of the Housing Authority of the County of Yolo (Yolo County Housing, or YCH) to commence ongoing Public Housing repositioning activities using options available under Housing and Urban Development (HUD)'s authority. These activities may include, and are not limited to:

- Mixed Finance Modernization or Development
- Demolition and/or Disposition
- Designated Housing for Elderly and/or Disabled Families
- Conversion of Public Housing to Tenant-Based Assistance
- Conversion of Public Housing to Project-Based Assistance using RAD (Rental Assistance Demonstration)
- Project-Based Vouchers

Starting in 2022, the agency intends to implement various activities with the existing Public Housing which will likely result in Section 8 Project-Based Voucher (PBV) projects, Tenant-Based Voucher assistance options, and mixed-income projects. The activities will likely involve phased relocation of some tenants currently in Public Housing and will allow for substantial rehabilitation and/or new construction utilizing available funding such as bond financing, low-income tax credit funding, affordable housing loans, and/or other funding as available. Resulting projects may include mixed-income residential, community services and community-serving retail, which may include the phased replacement of the existing multifamily Public Housing owned and operated by YCH or other affiliated entities.

2022 Potential Applications for one or more activities include:

Yolano Village	60 units
Donnelly Circle	72 units
Yolito	10 units
Ridgecut Homes	10 units
El Rio Villa I	30 units
El Rio Villa II	26 units
El Rio Villa III	50 units
El Rio Villa IV	18 units

Vista Montecito	16 units
Riverbend Sr. Manor I	39 units
Riverbend Sr. Manor II	24 units
Las Casitas	76 units

Mixed Finance Modernization or Development

Mixed finance modernization is under consideration, which could be accomplished in a partnership, which may include YCH and other yet-to-be-determined partners, and which could use Public Housing Capital funds, rental subsidy, Project Based Vouchers, Project Based Rental Assistance and/or other available Federal, State, local, grant, private and loan funding options.

Demolition and/or Disposition

The agency is considering potential demolition and/or disposition of select low-income Public Housing properties throughout the County of Yolo. This could allow the subject properties to be removed from Public Housing and could allow for substantial rehabilitation and/or new construction to preserve the unit's long-term affordability.

Designated Housing for Elderly and/or Disabled Families

This designated housing is under consideration and could include demolition or rehabilitation and/or new construction of residential units designed for elderly and/or disabled families.

Conversion of Public Housing to Tenant-Based Assistance and Conversion of Public Housing to Project-Based Assistance using RAD

These conversions may include demolition, rehabilitation, and new construction of residential units to preserve long-term affordability.

Project-Based Vouchers

This consideration includes Yolo County Housing engaging in initiatives to improve, rehabilitate and/or build new construction and/or replace Public Housing buildings, properties or sites, and assigning Project-Based Vouchers to the resulting units to preserve long-term affordability.

Occupancy by Over-Income Families

Federal Regulations allow that a PHA which owns or operates less than 250 public housing units may lease a unit to an over-income family provided that certain criteria are met. Since YCH's portfolio includes more than 250 public housing units, this section is not applicable.

Occupancy by Police Officers

If it is deemed necessary to increase security for public housing residents, a PHA may allow police officers who are not otherwise eligible for the Public Housing Program, to live in a public housing dwelling unit. At this time, YCH has decided not to allocate any dwelling units for this purpose.

Non-Smoking Policies

To promote a healthier living environment for residents and to eliminate the harmful effects of second hand smoke and increased fire hazards, YCH has instituted a Smoke-Free Policy. This policy made all properties owned by the Agency Non-Smoking effective July 1, 2018.

The full Policy is included as part of the Admissions and Continued Occupancy Policy (ACOP) and can be reviewed at YCH's main office or on the website at www.ych.ca.gov.

Project-Based Vouchers

To expand the availability of affordable housing in Yolo County, YCH uses project-based vouchers. The current Annual Contributions Contract with HUD allows YCH to use up to 20% of its voucher program budget authority to attach funding to specific units rather than using it for tenant-based assistance. PBV assistance may be attached to existing housing or newly constructed or rehabilitated housing. HAP contracts cannot be renewed or entered into of more than twenty (20%) of the base allocation is utilized for PBV. YCH is responsible for determining the amount of budget authority that is available for project-based vouchers and ensuring that the amount of assistance that is attached to units is within the amounts available and/or authorized by HUD.

Currently, YCH uses approximately 13.3% (240 units) of the budget authority for project-based vouchers with contracts for periods of 10 to 15 years. YCH published a RFP for New Construction or Rehab properties and awarded 102 additional project-based vouchers. 75 vouchers were awarded to new construction projects serving homeless populations with wrap-around services and 5 were awarded to a rehabilitation project at a senior housing complex.

The following table provides information on the apartment complexes which currently have project-based contracts with YCH:

PBV HAP Contracts

Complex	Units	Effective Date	City
Fair Plaza Senior Apts.	27	10/1/2008	Woodland
Homestead Apts.	14	2/1/2009	Davis
Eleanor Roosevelt Circle	15	4/1/2009	Davis
Terracina at Springlake	15	8/15/2012	Woodland
New Harmony	17	2/1/2013	Davis
Esperanza Crossing	10	6/20/2013	Esparto
Cesar Chavez Plaza	10	11/8/2013	Davis
Hotel Woodland VASH	15	12/1/2014	Woodland
West Beamer Place	20	10/1/2018	Woodland
Esperanza Crossing II	10	10/1/2017	Esparto
Walnut Terrace	5	2/11/2021	Davis
Blue Mountain Terrace	22	6/24/2021	Winters
Mercy – 1801 West Capitol	60	10/20/2021	West Sacramento

Commitments

Complex	Units	City	Award Date	AHAP Executed	Projected HAP
Friends of the Mission – East Beamer Way Micro-Neighborhood	15	Woodland	1/17/2019	TBD	TBD

The implementation of project-based vouchers up to 20% of the Annual Budget Authority will increase the quality of affordable housing and expand housing opportunity to low-income families in Yolo County which is consistent with the Agency Plan's Goals and Objectives.

Units with Approved Vacancies for Modernization

At certain times, a PHA may have a need to request the approval from HUD for vacancies in which to complete significant modernization work. At this time, YCH does not have a need to request this approval from HUD. YCH reserves the right to request approval if a need should arise during the upcoming Fiscal Year.

Other Capital Grant Programs

Currently, YCH is not receiving funding through any other Capital Grant Programs such as the Capital Fund Facilities Grants or Emergency Safety and Security Grants. YCH reserves the right to apply for funding through these grants should they become available during the upcoming Fiscal Year.

B.3 Progress Report in Meeting Goals and Objectives in Prior Five-Year Agency Plan

Strategic Priority 1 - Building Up our Communities

Goal: Expand our partnerships with local jurisdictions.

Progress

- Working with the City of Davis, City of Winters and the County of Yolo to write proposals for the Community Development Block Grant (CDBG) COVID-19 allocations (CV 1st, 2nd and 3rd rounds) and will be implementing the funded programs/projects as funded for housing/services to support the homeless, the at-risk of homelessness and Operation Homekey participants.

- Working with the County, we have requested the State to repurpose some of the County's state HOME funds into TBRA to provide housing for homeless and Operation Roomkey participants.

- Working with our partners on additional grant applications for development/predevelopment funds through SB 2.

- Working with various participating cities/county on Housing Element and zoning for affordable housing.

- YCH became a member in a Joint Exercise of Powers Agreement with the California Statewide Communities Development Authority, Community Improvement Authority.

Goal: Work to expand opportunity and self-sufficiency and remain prepared for emergencies.

Progress

- Continue to implement the Family Self-Sufficiency Program for the benefit of

Voucher and Public Housing recipients.

- Working with the Operational Area (OA) on joint pandemic response.

- Budgeted funding to retool our public spaces, such as lobbies, to improve pandemic response.

- Worked with the OA, Joint Emergency Management Services (JEMS) and PGE on Planned Service Power Shutoffs (PSPS).

Strategic Priority 2 - Investing in Development

Goal: Complete Rental Assistance Demonstration (RAD) analysis and move forward with Plan implementation

Progress

- In the process of finalizing RAD plan for presentation to the RAD Subcommittee.

- As feasible, plan to begin RAD implementation in first half of FY2023.

Goal: Complete build out of 100 units current development planning

- Construction of 85 units in West Sacramento, with 60 Project-Based Vouchers allocated, was completed in the fall of 2021.

- A Developer RFQ for six lots of homeownership units for farmworker families is pending issuance in the spring of 2022.

Goal: Continue advocating for federal and state support for our program and protection of key funding sources. Continue our advocacy for financial products that serve our communities.

Progress

- Continued to work with Housing and Urban Development (HUD) on strategies for increasing local housing through repositioning activities.

- Received a donation of 8.2 acres of land from the County of Yolo. Land will be sold and proceeds used to further future affordable housing projects in Yolo County.

Strategic Priority 3 - Investing in our People

Goal: Evaluate and restructure the organization of 2020 to prepare for capacity growth and rethinking the organization's management and overall department structure.

Progress

- This item has been slightly tweaked to accommodate an organizational restructure that will both allow for capacity growth over time, but also take into consideration the current economic state and move into recession, to ensure long term viability, cash flow and operational sustainability.

Goal: Continue and expand employee centered training program and strengthen our middle management leadership capacity.

Progress

- Budget includes funding for training and education throughout the organization, including access to online training modules, to ensure continued learning of current and new employees during current circumstances.

Goal: Expand opportunity within the YCH umbrella for resident and participant job training

Progress

- Used a portion of CARE funds to launch the Resident Maintenance Trainee program at three large public housing campuses located in West Sacramento, Woodland and outside the City of Winters. In the FY 2021-2022 budget cycle, YCH will consider continuation of this valuable trainee program to assist with filling future vacancies in permanent maintenance department staffing due to attrition.

- Increased the number of Tenant Liaisons across the Public Housing sites. In 2022, plans include initiating a monthly "check-in"/job readiness meeting with all active liaisons.

Strategic Priority 4 - Expanding our Capacity and Building our Systems

Goal: Continue to automate processes with an eye towards greater self-sufficiency, improved interfaces, and self-service by residents through improved systems.

Progress

- Working with new electronic system vendor for a potential 2022 transition away from Tenmast to a more user-friendly/comprehensive platform.

- Paused full implementation of a rental accounts and payment system pending transition away from Tenmast.

Goal: Continue to invest in technology and systems to improve efficiency and customer services.

Progress

- Full implementation of new mobile carrier and new landline/computer access of the phone system for improved field communications.

- Transitioned from a Google-based platform to a Microsoft-based platform for improved organization of agency work.

B.4 Capital Improvements

As the Capital Fund Program has been decoupled from the Agency Plan, YCH provides information concerning the CFP in separate documents. These documents include the proposed CFP Five-Year Action Plan for FY2022 – FY2026 as well as Performance and Evaluation Reports for all open CFP grants. YCH received $1,125,478 in funding through the CFP in FY2021. This amount was used to project the next five years. Each document will be discussed in the same Public Hearing as the FY2022 Agency Plan Annual Update. All of the above documents will be available for review during the 45-day Public Hearing notice period as well.

The most recent Capital Fund Five-Year Action Plan covering FY2021 – FY2025 was approved by the Housing Commission in April 2021 and HUD in October of 2021.

B.5 Most Recent Fiscal Year Audit

The Fiscal Year Audit for FYE June 30, 2021, is currently in the process of being completed. The most recently completed Fiscal Year Audit covers FYE June 30, 2020. There were no financial statement findings discovered during the 2020 audit. In addition, there were no questioned costs of the major federal award programs. A copy of the 2020 Audit is included with the Annual Update.

C. Other Documents and/or Certification Requirements

C.1 Resident Advisory Board Comments

Any comments received from the Resident Advisory Board will be added once they have had a chance to review the FY2022 Annual Update.

C.2 Certification by State or Local Officials

YCH will submit Form HUD-50077 SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, to the appropriate local official for their signature. The signed form will be submitted to HUD as an electronic attachment to the FY2022 Annual Update.

C.3 Civil Rights Certification

Form HUD-50077-ST-HCV-HP, PHA Certifications of Compliance with the PHA Plans and Related Regulations, will be submitted as an electronic attachment to the FY2022 Annual Plan. This Form will be signed by the Chair of the Housing Commission once the Plan is approved by the Board.

C.4 Challenged Elements

No elements of the FY2022 Agency Plan Annual Update have been challenged.

C.5 Troubled PHA

Yolo County Housing **is not** a Troubled PHA and therefore, this section in applicable.

D. Affirmatively Furthering Fair Housing (AFFH)

D.1 Affirmatively Furthering Fair Housing

YCH is in the process of developing Goals and Strategies related to affirmatively furthering fair housing. Once the Goals and Strategies have been developed, they will be included in the Agency Plan.

Other

Violence Against Women Act

It is YCH's policy to make all applicants and residents aware that the agency has a Violence Against Women Act Policy (VAWA). A copy of the policy can be reviewed on YCH's website, www.ych.ca.gov. All applicants are presented with a copy of the policy when they apply. In addition, residents are presented with the policy at initial lease up and all reexams. Lastly, YCH provides the VAWA notice with every proposed termination to families as well. This policy makes sure that no applicants and residents are discriminated against because they are a victim of domestic violence.

Although YCH has not established any goals, activities or programs regarding VAWA, a wait list preference has been implemented in the Public Housing Program for victims of domestic violence. This preference allows victims of domestic violence to move up the wait list which may enable families to receive housing sooner. Staff has reviewed and updated the Administrative Plan for the Housing Choice Voucher Program. During the update, a wait list preference was added for victims of domestic violence to be consistent with the ACOP.

In addition, YCH staff provides outreach through our partnerships with local social service agencies including Empower Yolo which provides services to victim of domestic violence in Yolo County. In our public housing portfolio, we provide client services support to families when a potential VAWA incident occurs. This includes referrals to agencies such as Empower Yolo, Legal Services of Northern California, etc. that can provide additional wraparound services to victims in addition to following our VAWA Emergency Transfer procedures.

Language Assistance Plan

In 2009, staff developed the initial YCH Language Assistance Plan adopted by the YCH Board of Commissioners. The Plan was subsequently reviewed by Legal Services of Northern California (LSNC), and with their recommended changes incorporated, the initial

Plan was adopted by the Board of Commissioners in February 2010. Since the initiation of the Language Assistance Plan, YCH has maintained staff who are certified as possessing spoken bilingual skills, or as possessing spoken and written bilingual skills. In addition, and as detailed in the plan, Limited English Persons (LEP) who inquire about YCH programs are provided direct assistance by any YCH staff person through the use of "iSpeak cards". The iSpeak cards are available in every YCH office, and each staff person maintains the card at their desks. If staff encounter a family that requires translation services, YCH is under contract with Certified Languages International (CLI) who provides access to an interpreter over the phone to provide translation during staff interaction with the client. CLI is also used during appointments if a translator is not available in person. Additionally, there is oftentimes a bilingual family member who will accompany or advocate for an applicant or program participant during phone or in-person interactions. Once approved, the revised Language Assistance Plan will be translated into Spanish and Russian for access by LEP in the HUD-funded YCH public and affordable housing programs.

The Language Assistance Plan was revised and adopted by the Commission in December 2020. A full copy of the updated Language Assistance Plan is included with the Plan.

Reasonable Accommodation Policy

In 2009, YCH contracted with an outside consulting firm, National Facility Consultants (NFC), to create a Section 504 Compliance and Transition Plan. It was recommended at that time that YCH update their Reasonable Accommodation Policy and Procedures. An updated draft was developed, then reviewed by LSNC, and subsequently adopted by the Board of Commissioners in February 2010. In addition to the Policy, staff worked with LSNC on the development of the request forms, verification forms and notification forms used throughout the reasonable accommodation request process as applicable. To address recent changes in law, LSNC has now recommended updates to include family members or authorized representatives of a person with a disability can act on their behalf, clarification that YCH will not charge a fee as a condition of processing a request, and that YCH will keep an individuals' information confidential as legally required. In addition, information specific to verification of a request by YCH is now updated and detailed. Finally, language regarding Assistance Animals is incorporated. Annually, YCH staff receive fair housing training from LSNC during their Fair Housing Conference. Once approved, the revised Reasonable Accommodation Policy, Grievance Procedure and applicable forms will be translated into Spanish and Russian for access by Limited English Persons (LEP) in the HUD-funded YCH public and affordable housing programs. A full copy of the updated Reasonable Accommodation Policy is included with the Plan.