

# FIVE-YEAR AGENCY PLAN AND ANNUAL AGENCY PLAN

5-YEAR PLAN FOR FISCAL  
YEARS 2025 - 2029

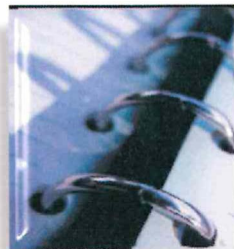
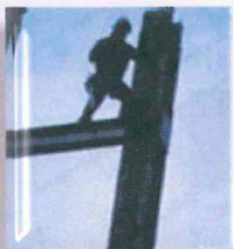
ANNUAL PLAN FOR FISCAL  
YEAR 2025

## YOLO COUNTY HOUSING

MR. IAN EVANS, EXECUTIVE DIRECTOR  
YOLO COUNTY HOUSING  
147 WEST MAIN STREET  
WOODLAND, CALIFORNIA 95695-2914  
(530) 662-5428



PREPARED BY: NATIONAL FACILITY CONSULTANTS, INC.  
1125 JOHNSON FERRY ROAD, SUITE 400, MARIETTA, GEORGIA 30068-2727  
(770) 977-4134





March 31, 2025

Mr. Ian Evans  
Executive Director  
**Yolo County Housing**  
147 West Main Street  
Woodland, California 95695-2914

Dear Mr. Evans:

The enclosed binder includes documents associated with the FY2025-FY2029 Agency Plan for the Housing Authority of the County of Yolo. The work is provided under the agreement between Yolo County Housing and National Facility Consultants, Inc. to assist with the development and submission of the Five-Year and Annual Agency Plans.

The FY-2025–FY2029 Five Year Agency Plan includes the updated Strategic Plan completed by the Authority. The goals enumerated in that Strategic Plan form the basis of the entire planning process. The FY2025 Annual Agency Plan provides details of YCH's approach to meeting goals through the various options available through the U. S. Department of HUD.

Also included are the FY2025 Capital Fund Program Annual Statement and FY2025–FY2029 Capital Fund Program Five-Year Plan. Although not technically part of the Agency Plan, the same planning, review, consultation, and approval process was utilized; including the public hearing. As a result, YCH has completed the consultation process for the Capital Fund Program Processing and can proceed with their submissions in EPIC once the funding announcement is made.

The Five-Year and Annual Agency Plans must be uploaded in HUD Secure Systems in accordance with HUD requirements. This will include the preparation and submission of the certifications contained herein. NFC will assist with this submission process as well as field any questions that HUD field office staff may have.

We appreciate this opportunity to work with you and Yolo County Housing. If you should have any questions or concerns regarding any of our services, please don't hesitate to contact me at (770) 977-4134, Extension 101.

Sincerely,

W. Sawyer Shirley, P. E.  
*President*  
**National Facility Consultants, Inc.**

WSS/mp

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**FY2025-FY2029 FIVE-YEAR AGENCY PLAN  
AND ATTACHMENTS**



# 5-Year PHA Plan (for All PHAs)

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

OMB No. 2577-0226  
Expires: 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, 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-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

<b>A.</b>	<b>PHA Information.</b>																				
<b>A.1</b>	<p><b>PHA Name:</b> <u>Yolo County Housing</u> <b>PHA Code:</b> <u>CA044</u></p> <p><b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>07/2025</u> <b>The Five-Year Period of the Plan (i.e. 2019-2023):</b> <u>FY2025-FY2029</u> <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><b>The FY2025 – FY2029 Five-Year Agency Plan is available for review during the 45-day Public Hearing notice period during normal business hours at the Yolo County Housing Central Office located at:</b></p> <p style="text-align: center;">147 West Main Street Woodland, CA 95695-2914</p> <p><b>The Notice of Public Hearing was posted in all public locations operated by YCH and was advertised in accordance with the regulations. Locations are as follow:</b></p> <p style="margin-left: 40px;"><b>Yolano Donnelly Property Office</b> 1230 Lemen Avenue Woodland, CA 35776</p> <p style="margin-left: 40px;"><b>El Rio Villas Property Office</b> 62 Shams Way Winters, CA 95694</p> <p style="margin-left: 40px;"><b>Las Casitas/Riverbend Manor Property Office</b> 685 Lighthouse Drive, #16 West Sacramento, CA 95605</p> <p><b>The notice and draft plans are also available on the Commission's website at <a href="http://www.ych.ca.gov">www.ych.ca.gov</a>.</b></p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p> <table><thead><tr><th rowspan="2">Participating PHAs</th><th rowspan="2">PHA Code</th><th rowspan="2">Program(s) in the Consortia</th><th rowspan="2">Program(s) not in the Consortia</th><th colspan="2">No. of Units in Each Program</th></tr><tr><th>PH</th><th>HCV</th></tr></thead><tbody><tr><td>Lead PHA:</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:											
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Lead PHA:																					

<b>B.</b>	<b>Plan Elements.</b> Required for <u>all</u> PHAs completing this form.
<b>B.1</b>	<p><b>Mission.</b> State the PHA's mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years.</p> <p><b>Working together to provide quality affordable housing and community development services for all.</b></p>
<b>B.2</b>	<p><b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.</p> <p><b>See Attached Strategic Plan outlining Goals and Objectives.</b></p>
<b>B.3</b>	<p><b>Progress Report.</b> Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p><b>See Attached Progress Report.</b></p>
<b>B.4</b>	<p><b>Violence Against Women Act (VAWA) Goals.</b> Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p><b>See Attached VAWA Policy.</b></p>
<b>C.</b>	<b>Other Document and/or Certification Requirements.</b>
<b>C.1</b>	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p><b>See Attached Statement of Significant Amendment or Modification.</b></p>
<b>C.2</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y   N  <input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p><b>A series of resident meetings were held at individual developments to review the proposed Five-Year and Annual Agency Plans. No comments were received.</b></p>
<b>C.3</b>	<p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD-50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.4</b>	<p><b>Required Submission for HUD FO Review.</b></p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y   N  <input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>

# YOLO COUNTY HOUSING

## *FY2025 – FY2029 Agency Strategic Goals and Objectives*

### AGENCY GOALS AND OBJECTIVES

The following core pillars, goals and objectives are newly developed by Yolo County Housing as part of an agency-wide strategic planning effort. Core pillars are:

People  
Housing  
Administration

Goals are outlined for each pillar below:

#### **Pillar: People**

##### **Goal: Enhance Resident/Participant well-being and success**

Objective: Increase the number of homeownership opportunities for residents/participants by 50% by Q4 2029, compared to the 2024 baseline.

Objective: Improve resident/participant access to educational, community and career advancement resources by increasing communication to residents/participants and holding quarterly events at each AMP by Q1 2027.

Objective: Improve quality of services provided to residents and participants

##### **Goal: Develop and retain employees**

Objective: Improve the onboarding experience for new employees, achieving a 90% satisfaction rate in onboarding feedback by Q4 2026.

Objective: Implement a comprehensive employee skill development program, achieving a 25% increase in employee competency scores across key areas by Q4 of 2026.

Objective: Implement Agencywide Performance Management System by Q4 2026.

##### **Goal: Strengthen Community Partnerships**

Objective: Create cross educational opportunities between YCH and community partners to learn about each other's mission and services for potential collaborative opportunities.

Objective: Create five new collaborative partnerships between YCH and community partners to advance the mission of the agencies involved by Q4 2029.



## **Pillar: Housing**

**Goal: Increase the number of affordable housing units owned, operated, managed, or supported by the Agency by 15% over the five year plan period. (1,100 affordable units and 1,500 vouchers leased up currently -**

Objective: Completed Initial 3 Phases of the Yolano/Donnelly Repositioning and Redevelopment Project by Q4 2029.

Objective: Complete Phase I of El Rio Repositioning/Redevelopment Project by Q4 2029.

Objective: Begin voluntary streamline conversion of remaining public housing units (units not included in above objective) by Q4 2029.

Objective: Convert Yolo and Knights Landing from Public Housing to Affordable Housing by Q4 2029.

Objective: Complete the 641 5th Street Affordable Housing Project in West Sacramento by Q4 2027.

Objective: Work with City, County, and School District partners to increase affordable housing units through creative projects and financing models.

Objective: Increase affordable farmworker housing.

Objective: Increase the total number of vouchers leased up throughout the county by 15% by Q4 2029.

**Goal: Maintain and improve existing housing owned, operated, and**

Objective: Modernize and beautify 30% of housing units managed by the agency by Q4 2028.

Objective: Achieve and maintain 96% occupancy rate by beginning of Q1 2027.

Objective: Enhance resident health and safety by improving identified hazards in all properties by Q4 2027.

Objective: Upgrade security systems at all our public housing sites by Q4 2029.

Objective: Complete a Capital Needs Assessment at all properties by Q4 2029.

## **Pillar: Administration**

**Goal: Optimize Operational Infrastructure**

Objective: Complete implementation of Yardi System by Q4 2026.

Objective: Optimize unit turnover efficiency to achieve an average turnaround time of 14 days by Q4 2026

Objective: Improve Risk Management program and processes by Q4 2026.

Objective: Complete roll out of procurement process for the Agency by Q4 2025.

**Goal: Ensure Financial Responsibility and Effectiveness**

Objective: Improve Tenant Collections by Q4 2025.

Objective: Enhance internal financial and management reporting systems to improve operational transparency, efficiency, and data-driven decision-making across all departments by Q4 2026.

Objective: Enhance external financial and management reporting processes to ensure more timely, accurate, and comprehensive financial disclosures by Q1 2026.

**Goal: Establish Agencywide Continuous Quality Improvement Approach**

Objective: Establish metrics for all programs by Q1 2027.

Objective: Collect and analyze data for all programs by Q1 2028.

Objective: Identify programmatic and system improvements based on data by Q4 2028.

# Yolo County Housing

## *Progress Report in Meeting Goals and Objectives*

Report as of 01/31/2025

The Strategic Plan included in this Five-Year Agency Plan consists of three pillars outlining specific goals and objectives for the agency. All of the goals are new or significantly modified as this is a brand new plan for the agency. General progress on each pillar is outlined below.

Pillar	Description	Progress Report	Active?
1	People	YCH continues to realign functions and staff under new leadership in order to ensure the efficient and effective delivery of services. The management team has been streamlined and continues to identify ways to enhance operations. Specific focus will be placed on identifying resources associated with development and redevelopment in the future.	Yes
2	Housing	YCH continues its efforts to revitalize and redevelop existing units, fully utilize housing resources, and develop a variety of affordable properties; including some special occupancy properties. YCH will utilize all resources available through HUD as well as other federal, state, local, nonprofit, or private sources.	Yes
3	Administration	YCH continues to review its operational procedures and systems in order to identify inefficiencies and reduce associated labor costs. YCH will continue to employ technology and systems to enhance service delivery and increase the accessibility of programs and properties for residents, participants, applicants, and the general public.	Yes

YOLO COUNTY HOUSING  
147 West Main Street  
Woodland, California 95695-2914  
Phone: 530-662-5428 FAX: 530-669-2241

### **Statement of Significant Amendment or Modification**

A significant amendment to the annual plan is defined as a substantial change to policies that would affect applicants and residents with regard to waiting list order and organization, rent policies, changes in utility allowances outside of routine updates, or other provisions that would result in significant impact.

A significant amendment or modification also includes significant changes in the capital plan to add a new work item to any plan. Budget revisions in excess of 10% of any HUD line item may require HUD approval but are not considered a significant amendment if work items have been previously approved. Minor changes in scope or the shifting of work items from development to development are not considered significant amendments.

Specific changes in policies and/or procedures that are the result of a mandated change in federal regulation applicable to the Authority or its programs shall not be considered significant amendments to the annual plan. Such changes may be made in accordance with the mandate and with Board approval, as applicable.

Any change in plans related to demolition, disposition, home ownership, or conversion shall be considered a significant amendment to the annual plan.

**The above definition was most recently approved by the Board of Commissioners in the FY2025 – FY2029 Five-Year Agency Plan on March 19, 2025.**



# FY2025 ANNUAL AGENCY PLAN AND ATTACHMENTS

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	<b>U.S. Department of Housing and Urban Development</b> <b>Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b> <b>Expires: 03/31/2024</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** The Form HUD-50075-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	<p> <b>PHA Name:</b> <u>Yolo County Housing</u>    <b>PHA Code:</b> <u>CA044</u>  <b>PHA Type:</b>   <input checked="" type="checkbox"/> Standard PHA   <input type="checkbox"/> Troubled PHA  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>07/2025</u>  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units:</b> <u>431</u>    <b>Number of Housing Choice Vouchers (HCVs):</b> <u>1,938</u>    <b>Total Combined Units/Vouchers:</b> <u>2,416</u>  <b>PHA Plan Submission Type:</b>   <input checked="" type="checkbox"/> Annual Submission                      <input type="checkbox"/> Revised Annual Submission </p> <p> <b>Availability of Information.</b> 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. </p> <p style="margin-left: 40px;"> <b>The FY2025 Agency Plan Annual Update will be available for review during the 45-day Public Hearing Notice period. Interested parties can review the FY2025 Agency Plan Annual Update and supporting documents as follows:</b> </p> <ul style="list-style-type: none"> <li>On the Yolo County Housing's website at: <a href="http://ych.ca.gov">ych.ca.gov</a></li> <li>At the Yolo County Housing's main administration building at: 147 W. Main St., Woodland, CA 95695</li> <li>At the following Yolo County Housing Public Housing locations: <div style="margin-left: 40px;"> -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 </div> </li> </ul> <p style="margin-left: 40px;"> Supporting documents to the FY2025 Agency Plan Annual Update are also available at YCH's Main Office. </p> <p style="margin-left: 40px;"> A copy of the FY2025 Agency Plan Annual Update and supporting documents will remain available for inspection during the entire fiscal year. </p>

<input type="checkbox"/> <b>PHA Consortia:</b> (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>B. Plan Elements</b>
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<p><b>B.1 Revision of Existing PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <table border="0"> <tr> <td>Y</td> <td>N</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Statement of Housing Needs and Strategy for Addressing Housing Needs</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Financial Resources.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Rent Determination.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Operation and Management.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Grievance Procedures.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Homeownership Programs.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Community Service and Self-Sufficiency Programs.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Safety and Crime Prevention.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Pet Policy.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Asset Management.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Substantial Deviation.</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Significant Amendment/Modification</td> </tr> </table> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s): Please see pages 2 – 40 of the FY2024 Annual Plan for information regarding this section.</p> <p><b>A revised Statement of Housing Needs and Strategy for Addressing Housing Needs is being submitted to streamline to process for assessing the needs and restate the focus for HCAAC. See Attached Statement of Housing Needs.</b></p> <p><b>A revised Statement of Significant Amendment or Modification is provided and will replace the existing statement. See Attached Statement of Significant Amendment of Modification.</b></p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p> <p><b>Current Deconcentration Policies are attached for reference. No changes are proposed.</b></p>	Y	N		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Statement of Housing Needs and Strategy for Addressing Housing Needs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Financial Resources.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Rent Determination.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operation and Management.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Grievance Procedures.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Homeownership Programs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Community Service and Self-Sufficiency Programs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Safety and Crime Prevention.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pet Policy.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Asset Management.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Substantial Deviation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Significant Amendment/Modification
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<input type="checkbox"/>	<input checked="" type="checkbox"/>	Substantial Deviation.																																								
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Significant Amendment/Modification																																								

<p><b>B.2</b></p>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y    N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. 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.</p> <p><b><u>Mixed Finance Modernization or Development</u></b></p> <p>YCH is investigating the feasibility of redevelopment of several of the existing assets. These plans may include a mixed finance approach using a variety of funding sources. As a result, YCH retains the option to submit a mixed-finance development application as part of their overall redevelopment efforts.</p> <p><b><u>Demolition and/or Disposition</u></b></p> <p>YCH will be determining what properties, if any, in their public housing portfolio will meet Section 18 requirements and may be submitting Section 18 applications to HUD for consideration for at least one property in 2025. YCH will follow all resident engagement and public notification processes applicable during this process.</p> <p><b><u>Designated Housing for Elderly and Disabled Families</u></b></p> <p>YCH may consider the development and submission of a plan to designate certain public housing for occupancy by elderly and/or disabled families in the upcoming Fiscal Year.</p> <p><b><u>Conversion of Public Housing to Project-Based Assistance using RAD</u></b></p> <p>YCH is investigating the feasibility of the conversion of properties under HUD's Rental Assistance Demonstration (RAD) Program for one or more developments in the portfolio. YCH may consider either conversion to Project-Based Rental Assistance or conversion to Project-Based Vouchers or a combination of the two.</p> <p><b><u>Project-Based Vouchers</u></b></p> <p>YCH may increase the number of Project-Based Vouchers to add units under contract to individual owners as well as to utilize the project-basing authority as part of an overall redevelopment plan. YCH will follow all PBV requirements and regulations if increasing the PBV allocation, including seeking approval from HUD prior to issuance of additional PBVs.</p> <p><b><u>Units with Approved Vacancies for Modernization</u></b></p> <p>At certain times, a PHA may have a need to request the approval from HUD for vacancies in which units become inhabitable (i.e. due to natural disaster) or vacancy is required to complete significant modernization work. As a result, the YCH may request units be taken offline in accordance with HUD regulations.</p>
<p><b>B.3</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>The Authority has established new goals and objectives in its FY2025 – FY2029 Five-Year Agency Plan. A progress report is provided to show the current status of each goal.</p>

<b>B.4</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>The most recent Capital Fund Five-Year Action Plan covering FY2024-FY2027 was submitted with the FY2024 Annual Update to the FY2020 – FY2024 Five-Year Agency Plan and was approved by HUD in October of 2022.</p> <p>The Capital Fund Five-Year Action Plan covering the years FY2025 – FY2029 will be discussed in the same Public Hearing as the FY2025 – FY2029 Five-Year Agency Plan and the FY2025 Agency Plan Annual Update. A copy of the FY2025 – FY2029 Capital Fund Five-Year Action Plan will be available for review during the 45-day Public Hearing notice period.</p>
<b>B.5</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe: There were no findings in the most recently completed Audit for FYE 6/30/2024. A copy of the FY2024 Audit Findings page is included as an attachment to the FY2025 Annual Plan. A full copy of the audit is available for review at the Authority's Central Office.</p>
<b>C. Other Document and/or Certification Requirements.</b>	
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p><b>No comments were received at any of the resident meetings, the Public Hearing, or during the Board meeting approving the plan.</b></p>
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></p> <p><i>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan,</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.3</b>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p><i>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,</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.4</b>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
<b>C.5</b>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A  <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>

# YOLO COUNTY HOUSING

## *Statement of Housing Needs and Strategy for Addressing Housing Needs*

### OVERVIEW

The Yolo County Housing has a service jurisdiction of the County Limits of Yolo County, and all properties are located in this jurisdiction. The Statement of Housing Needs is based upon data provided through HUD's Comprehensive Housing Affordability Strategy. There are no significant changes in housing need; however, the Commission updates and includes the information to ensure a full understanding of the affordable housing market.

### STATEMENT OF HOUSING NEEDS

Housing needs are detailed in HUD's Comprehensive Housing Affordability Strategy Report derived from the 2017 – 2021 American Community Survey. The survey assesses four housing problems: Insufficient kitchen facilities, insufficient plumbing facilities, more than one person per room, and cost burden. Housing problems are defined as any of the four along with a rent cost burden of 30% - 50% of monthly income and severe housing problems are defined as any of the four along with a rent cost burden in excess of 50% of monthly income. The following table outlines the number of renter households with housing problems and provides further breakdown by income level:

Renter Households with Housing Problems		
Description	Number	Percentage
Total Renter Households in Jurisdiction	36,430	N/A
Total Renter Households with Housing Problems	20,265	55.6
Total Renter Households with Severe Housing Problems	13,865	38.1

Households Cost Burden		
Description	Number	Percentage
Cost Burden <= 30% of Monthly Income	10,395	28.5
Cost Burden 30% - 50% of Monthly Income	5,610	15.4
Cost Burden > 50% of Monthly Income	7,200	19.8

Renter Households with Housing Problems by Income		
Description	Number	Percentage
Household Income <= 30% HAMFI	8,300	22.8
Household Income 30% - 50% HAMFI	4,630	12.7
Household Income 50% - 80% HAMFI	4,290	11.8



By definition, current residents of Public Housing and participants in the Housing Choice Voucher Program are not considered to have a cost burden since rent is calculated at 30% of Adjusted Monthly Income. Based on the data above, there is still a significant need for additional housing that is affordable to the lower income families. In addition, there is also a need for housing resources for persons at the upper end of the low-income spectrum (i.e. families at 40% - 80% of HAMFI. These needs are addressed in the strategies presented below.

#### **WAITING LIST SNAPSHOT**

In order to assess the immediate need for housing, an analysis of the persons on each waiting list was performed and summarized in the following tables.

#### **Low-Income Public Housing Program – Knight’s Landing**

<b>Applicant Snapshot (as of 01/31/2025)</b>		
<b>Description</b>	<b>Number</b>	<b>Percentage</b>
Total Applicants	3,515	N/A
0/1 Bedroom	406	11.5
2 Bedroom	1,821	51.8
3 Bedroom	1,151	32.7
4+ Bedroom	134	3.8
White	1,230	35.0
Black/African American	1,290	36.7
American Indian/Alaska Native	74	2.1
Asian	161	4.6
Native Hawaiian/Pacific Islander	53	1.5
Other Race/Multiple Races	707	20.1
Hispanic	751	21.4
Elderly	300	8.5
Disabled	114	3.2

#### **Low-Income Public Housing Program – Winters**

<b>Applicant Snapshot (as of 01/31/2025)</b>		
<b>Description</b>	<b>Number</b>	<b>Percentage</b>
Total Applicants	6,217	N/A
0/1 Bedroom	2,438	39.2
2 Bedroom	2,219	35.7
3 Bedroom	1,249	20.1
4+ Bedroom	311	5.0
White	2,458	39.5
Black/African American	2,033	32.7
American Indian/Alaska Native	147	2.4
Asian	253	4.1
Native Hawaiian/Pacific Islander	95	1.5
Other Race/Multiple Races	1,231	19.8
Hispanic	1,338	21.5

Elderly	912	14.7
Disabled	265	4.3

#### Low-Income Public Housing Program – Yolo City

Applicant Snapshot (as of 01/31/2025)		
Description	Number	Percentage
Total Applicants	6,944	N/A
0/1 Bedroom	978	14.1
2 Bedroom	3,638	52.4
3 Bedroom	2,089	30.1
4+ Bedroom	239	3.4
White	2,433	35.0
Black/African American	2,349	33.8
American Indian/Alaska Native	152	2.2
Asian	371	5.3
Native Hawaiian/Pacific Islander	114	1.6
Other Race/Multiple Races	1,625	23.4
Hispanic	1,611	23.2
Elderly	725	10.4
Disabled	262	3.8

#### Low-Income Public Housing Program – West Sacramento

Applicant Snapshot (as of 01/31/2025)		
Description	Number	Percentage
Total Applicants	10,066	N/A
0/1 Bedroom	3,523	35.0
2 Bedroom	3,812	37.9
3 Bedroom	2,197	21.8
4+ Bedroom	534	5.3
White	3,843	38.2
Black/African American	3,165	31.4
American Indian/Alaska Native	240	2.4
Asian	567	5.6
Native Hawaiian/Pacific Islander	151	1.5
Other Race/Multiple Races	2,100	20.9
Hispanic	2,135	21.2
Elderly	1,690	16.8
Disabled	673	6.7

### Low-Income Public Housing Program – Esparto

Applicant Snapshot (as of 01/31/2025)		
Description	Number	Percentage
Total Applicants	4,577	N/A
0/1 Bedroom	553	12.1
2 Bedroom	2,424	53.0
3 Bedroom	1,444	31.5
4+ Bedroom	156	3.4
White	1,659	36.2
Black/African American	1,563	34.1
American Indian/Alaska Native	108	2.4
Asian	216	4.7
Native Hawaiian/Pacific Islander	70	1.5
Other Race/Multiple Races	961	21.0
Hispanic	1,070	23.4
Elderly	392	8.6
Disabled	169	3.7

### Low-Income Public Housing Program – Woodland

Applicant Snapshot (as of 01/31/2025)		
Description	Number	Percentage
Total Applicants	10,230	N/A
0/1 Bedroom	3,993	39.0
2 Bedroom	3,683	36.0
3 Bedroom	2,093	20.5
4+ Bedroom	459	4.5
White	4,383	42.8
Black/African American	2,702	26.4
American Indian/Alaska Native	219	2.1
Asian	459	4.5
Native Hawaiian/Pacific Islander	139	1.4
Other Race/Multiple Races	2,328	22.8
Hispanic	2,773	27.1
Elderly	1,811	17.7
Disabled	656	6.4

### Housing Choice Voucher Program

Applicant Snapshot (as of 01/31/2025)		
Description	Number	Percentage
Total Applicants	4,692	N/A
White	1,689	36.0
Black/African American	1,628	34.7
American Indian/Alaska Native	106	2.3

Asian	350	7.5
Native Hawaiian/Pacific Islander	52	1.1
Other Race/Multiple Races	867	18.5
Hispanic	954	20.3
Elderly	644	13.7
Disabled	46	1.0

The above housing needs data is consistent with the programs offered by the Yolo County Housing. Demand for units in all programs remains high with particular need for units of three bedrooms or less.

Community data indicates that there is particular need for affordable housing resources for families ranging from 40% to 80% of AMI (within the low-income housing spectrum) and also heightened need for resources for moderate income families ranging from 80% to 120% of AMI.

#### **STRATEGY TO ADDRESS NEEDS**

The Commission has outlined the following strategies to address the affordable housing need in the service area. These strategies have been incorporated into both the mission and the goals for the agency as prioritized by the Board and Executive Director. General strategies are:

**Strategy #1: People:** Provide support and growth opportunities for residents, participants, employees, and community partners.

**Strategy #2: Housing:** Expand housing accessibility and elevate the standard of living in our existing communities.

**Strategy #3: Administration:** Operate an efficient, effective, and fiscally responsible Agency.

These general strategies establish the strategic pillars that are the basis for the Commission mission, goals, and objectives. It should be noted that the above strategies allow the Commission to improve properties, redevelop assets, implement growth initiatives, and expand the scope of the agency and may involve participation in other programs or the utilization of various non-traditional approaches.

# Yolo County Housing

## *Progress Report in Meeting Goals and Objectives*

Report as of 01/31/2025

The Strategic Plan included in this Five-Year Agency Plan consists of three pillars outlining specific goals and objectives for the agency. All of the goals are new or significantly modified as this is a brand new plan for the agency. General progress on each pillar is outlined below.

Pillar	Description	Progress Report	Active?
1	People	YCH continues to realign functions and staff under new leadership in order to ensure the efficient and effective delivery of services. The management team has been streamlined and continues to identify ways to enhance operations. Specific focus will be placed on identifying resources associated with development and redevelopment in the future.	Yes
2	Housing	YCH continues its efforts to revitalize and redevelop existing units, fully utilize housing resources, and develop a variety of affordable properties; including some special occupancy properties. YCH will utilize all resources available through HUD as well as other federal, state, local, nonprofit, or private sources.	Yes
3	Administration	YCH continues to review its operational procedures and systems in order to identify inefficiencies and reduce associated labor costs. YCH will continue to employ technology and systems to enhance service delivery and increase the accessibility of programs and properties for residents, participants, applicants, and the general public.	Yes

YOLO COUNTY HOUSING  
147 West Main Street  
Woodland, California 95695-2914  
Phone: 530-662-5428 FAX: 530-669-2241

### **Statement of Significant Amendment or Modification**

A significant amendment to the annual plan is defined as a substantial change to policies that would affect applicants and residents with regard to waiting list order and organization, rent policies, changes in utility allowances outside of routine updates, or other provisions that would result in significant impact.

A significant amendment or modification also includes significant changes in the capital plan to add a new work item to any plan. Budget revisions in excess of 10% of any HUD line item may require HUD approval but are not considered a significant amendment if work items have been previously approved. Minor changes in scope or the shifting of work items from development to development are not considered significant amendments.

Specific changes in policies and/or procedures that are the result of a mandated change in federal regulation applicable to the Authority or its programs shall not be considered significant amendments to the annual plan. Such changes may be made in accordance with the mandate and with Board approval, as applicable.

Any change in plans related to demolition, disposition, home ownership, or conversion shall be considered a significant amendment to the annual plan.

**The above definition was most recently approved by the Board of Commissioners in the FY2025 – FY2029 Five-Year Agency Plan on March 19, 2025.**



# FY2025 CFP ANNUAL STATEMENT

Part I: Summary				
PHA Name:		Grant Type and Number:		FFY of Grant:
Yolo County Housing (CA044)		Capital Fund Program Grant No:		2025
		Replacement Housing Factor Grant No:		FFY of Grant Approval:
		Date of CFFP:		
Type of Grant				
[ X ] Original Annual Statement    [   ] Reserve for Disasters/Emergencies    [   ] Revised Annual Statement (Revision Number:    )				
[   ] Performance and Evaluation Report for Period Ending:    [   ] Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup>	Obligated
1	Total Non-CGP Funds	\$0.00	\$0.00	\$0.00
2	1406 Operations (may not exceed 25% of line 22) <sup>3</sup>	\$335,355.00	\$0.00	\$0.00
3	1408 Management Improvements	\$23,500.00	\$0.00	\$0.00
4	1410 Administration may not exceed 10% of line 22)	\$134,142.00	\$0.00	\$0.00
5	1411 (1480) Audit	\$0.00	\$0.00	\$0.00
6	1415 (1480) Liquidated Damages	\$0.00	\$0.00	\$0.00
7	1430 (1480) Fees and Costs	\$100,000.00	\$0.00	\$0.00
8	1440 (1480) Site Acquisition	\$0.00	\$0.00	\$0.00
9	1450 (1480) Site Improvement	\$150,000.00	\$0.00	\$0.00
10	1460 (1480) Dwelling Structures	\$553,423.00	\$0.00	\$0.00
11	1465.1 (1480) Dwelling Equipment - Nonexpendable	\$0.00	\$0.00	\$0.00
12	1470 (1480) Non-dwelling Structures	\$25,000.00	\$0.00	\$0.00
13	1475 (1480) Non-dwelling Equipment	\$10,000.00	\$0.00	\$0.00
14	1485 (1480) Demolition	\$0.00	\$0.00	\$0.00
15	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00
16	1495.1 (1480) Relocation Costs	\$0.00	\$0.00	\$0.00
17	1499 (1480) Development Activities <sup>4</sup>	\$0.00	\$0.00	\$0.00

<b>Part I: Summary</b>									
<b>PHA Name:</b>			<b>Grant Type and Number:</b>				<b>FFY of Grant:</b>		
Yolo County Housing (CA044)			Capital Fund Program Grant No: CA01P04450125				2025		
			Replacement Housing Factor Grant No:				FFY of Grant Approval:		
			Date of CFFP:				2025		
<b>Type of Grant</b>									
<input checked="" type="checkbox"/> Original Annual Statement      <input type="checkbox"/> Reserve for Disasters/Emergencies      <input type="checkbox"/> Revised Annual Statement (Revision Number:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending:      <input type="checkbox"/> Final Performance and Evaluation Report									
Line No.	Summary by Development Account	Total Estimated Cost			Total Actual Cost <sup>1</sup>				
		Original	Revised <sup>2</sup>	Obligated	Expended				
18	1501 Collateralization/Debt Service paid by the PHA	\$0.00	\$0.00	\$0.00	\$0.00				
19	1503 RAD-CFP	\$10,000.00	\$0.00	\$0.00	\$0.00				
20	1504 RAD Investment Activity	\$0.00	\$0.00	\$0.00	\$0.00				
21	9000 Collateralization or Debt Service paid via System of Direct Payment	\$0.00	\$0.00	\$0.00	\$0.00				
22	Amount of Annual Grant (Sum of lines 2 - 19)	\$1,341,420.00	\$0.00	\$0.00	\$0.00				
23	Amount of line 20 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00				
24	Amount of line 20 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00				
25	Amount of line 20 Related to Security -- Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00				
26	Amount of line 20 Related to Security -- Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00				
27	Amount of line 20 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00				
<b>Signature of Executive Director</b>		<b>Date</b>			<b>Signature of Public Housing Director</b>			<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for Operations

<sup>4</sup> RHF funds shall be included here

Annual Statement/Performance and Evaluation Report

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 11/30/2023

Capital Fund Program and Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

Part II: Supporting Pages						
PHA Name:		Grant Type and Number:		Federal FY of Grant:		
Yolo County Housing (CA044)		Capital Fund Program Grant No: CFPP (Yes/No): Replacement Housing Factor Grant No:		CA01P04450125 2025		
Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Status of Work
				Original	Revised <sup>1</sup> Funds Obligated <sup>2</sup>	
	<b><u>Operations</u></b>					
PHA-Wide	Modernization Funds for Operations	1406	LS	\$335,355.00	\$0.00	\$0.00
	Subtotal Account 1406			\$335,355.00	\$0.00	\$0.00
	<b><u>Management Improvements</u></b>					
PHA-Wide	Staff and Commissioner Training	1408	LS	\$7,500.00	\$0.00	\$0.00
PHA-Wide	Resident/RAB Training	1408	LS	\$1,000.00	\$0.00	\$0.00
PHA-Wide	Management Consulting for Planning and Policy Development	1408	LS	\$10,000.00	\$0.00	\$0.00
PHA-Wide	Computer and Systems Software Upgrades	1408	LS	\$5,000.00	\$0.00	\$0.00
	Subtotal Account 1408			\$23,500.00	\$0.00	\$0.00

Annual Statement/Performance and Evaluation Report

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 11/30/2023

Capital Fund Program and Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

<b>Part II: Supporting Pages</b>									
PHA Name:		Grant Type and Number:			Federal FY of Grant:				
Yolo County Housing (CA044)		Capital Fund Program Grant No: CFFP (Yes/No):			2025				
		Replacement Housing Factor Grant No:							
Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
PHA-Wide	<u>Administration</u>								
	Administrative Costs Associated with CFP	1410	LS	\$134,142.00	\$0.00	\$0.00	\$0.00		
	Subtotal Account 1410			\$134,142.00	\$0.00	\$0.00	\$0.00		
PHA-Wide	<u>Fees and Costs</u>								
	Professional Fees for Architectural, Engineering, Construction Management, and General and Technical Consulting	1430	LS	\$100,000.00	\$0.00	\$0.00	\$0.00		
	Subtotal Account 1430 (1480)			\$100,000.00	\$0.00	\$0.00	\$0.00		
AMP 1	<u>Site Improvements</u>								
	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work	1450 (1480)	LS	\$50,000.00	\$0.00	\$0.00	\$0.00		

Annual Statement/Performance and Evaluation Report

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 11/30/2023

Capital Fund Program and Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

Part II: Supporting Pages								
PHA Name:		Grant Type and Number:			Federal FY of Grant:			
Yolo County Housing (CA044)		Capital Fund Program Grant No: CFFP (Yes/No):			2025			
		Replacement Housing Factor Grant No:						
Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 2	<u>Site Improvements (Continued)</u>  Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work	1450 (1480)	LS	\$50,000.00	\$0.00	\$0.00	\$0.00	
AMP 3	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work	1450 (1480)	LS	\$50,000.00	\$0.00	\$0.00	\$0.00	
Subtotal Account 1450 (1480)				\$150,000.00	\$0.00	\$0.00	\$0.00	



Part II: Supporting Pages								
PHA Name:		Grant Type and Number:			Federal FY of Grant:			
Yolo County Housing (CA044)		Capital Fund Program Grant No: CA01P04450125			2025			
		CFFP (Yes/No):						
		Replacement Housing Factor Grant No:						
Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised¹	Funds Obligated²	Funds Expended²	
AMP 1	<u>Dwelling Structures</u>  Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements	1460 (1480)	15 Units	\$58,000.00	\$0.00	\$0.00	\$0.00	
AMP 1	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting.	1460 (1480)	14 Units	\$120,000.00	\$0.00	\$0.00	\$0.00	
AMP 2	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements	1460 (1480)	15 Units	\$58,000.00	\$0.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 11/30/2023

Capital Fund Program and Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

Part II: Supporting Pages									
PHA Name:		Grant Type and Number:			Federal FY of Grant:				
Yolo County Housing (CA044)		Capital Fund Program Grant No: CFFP (Yes/No): Replacement Housing Factor Grant No:			CA01P04450125 2025				
Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
AMP 2	<u>Dwelling Structures (Continued)</u>  Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting.	1460 (1480)	14 Units	\$120,000.00	\$0.00	\$0.00	\$0.00		
AMP 3	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements	1460 (1480)	15 Units	\$77,423.00	\$0.00	\$0.00	\$0.00		

Annual Statement/Performance and Evaluation Report

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 11/30/2023

Capital Fund Program and Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

<b>Part II: Supporting Pages</b>									
PHA Name:		Grant Type and Number:			Federal FY of Grant:				
Yolo County Housing (CA044)		Capital Fund Program Grant No: CA01P04450125			2025				
		CFPP (Yes/No):							
		Replacement Housing Factor Grant No:							
Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
AMP 3	<b><u>Dwelling Structures (Continued)</u></b>								
	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting.	1460 (1480)	14 Units	\$120,000.00	\$0.00	\$0.00	\$0.00		
	<b>Subtotal Account 1460 (1480)</b>			\$553,423.00	\$0.00	\$0.00	\$0.00		
PHA-Wide	<b><u>Nondwelling Structures</u></b>								
	Renovate Nondwelling Structures to include Exterior Work, Systems Replacement, Interior Renovation, Furnishing and Related Work	1470 (1480)	LS	\$25,000.00	\$0.00	\$0.00	\$0.00		
	<b>Subtotal Account 1470 (1480)</b>			\$25,000.00	\$0.00	\$0.00	\$0.00		

Annual Statement/Performance and Evaluation Report

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 11/30/2023

Capital Fund Program and Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

Part II: Supporting Pages						
PHA Name:		Grant Type and Number:		Federal FY of Grant:		
Yolo County Housing (CA044)		Capital Fund Program Grant No: CFPP (Yes/No):		2025		
		Replacement Housing Factor Grant No:				
Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Status of Work
				Original	Revised <sup>1</sup>	
	<b><u>Nondwelling Equipment</u></b>					
PHA-Wide	Replace Pumps, Maintenance Equipment, and Tools	1475 (1480)	LS	\$5,000.00	\$0.00	\$0.00
PHA-Wide	Replace Computer, Office, Security and Monitoring Equipment Including Related System Software	1475 (1480)	LS	<u>\$5,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<b>Subtotal Account 1475 (1480)</b>			<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b><u>RAD - CFP</u></b>					
AMP 1	Modernization Funds for RAD Conversion	1503	LS	<u>\$10,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<b>Subtotal Account 1503</b>			<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 11/30/2023

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name:		Federal FY of Grant			
Yolo County Housing (CA044)		2025			
Development Number / Name PHA - Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA -Wide 1406	04/01/27		04/01/29		Dates are estimated
PHA-Wide 1408	04/01/27		04/01/29		
PHA-Wide 1410	04/01/27		04/01/29		
PHA-Wide 1430 (1480)	04/01/27		04/01/29		
AMP 3 - 1450 (1480)	04/01/27		04/01/29		
AMP 3 - 1460 (1480)	04/01/27		04/01/29		
AMP 3 - 1470 (1480)	04/01/27		04/01/29		
AMP 3 - 1475 (1480)	04/01/27		04/01/29		
AMP 2 - 1503	04/01/27		04/01/29		

<sup>1</sup> Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U. S. Housing Act of 1937, as amended.

# **FY2025 – FY2029 CFP FIVE-YEAR PLAN**

# Capital Fund Program -- Five-Year Action Plan

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 11/30/2025

Part I: Summary						
PHA Name/Number: Yolo County Housing (CA044)			Woodland, Yolo County, California		[ X ] Original 5-Year Plan [   ] Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2025	Work Statement for Year 2 FFY 2026	Work Statement for Year 3 FFY 2027	Work Statement for Year 4 FFY 2028	Work Statement for Year 5 FFY 2029
B.	Physical Improvements Subtotal	Annual Statement	\$703,423	\$703,423	\$703,423	\$703,423
C.	Management Improvements		\$23,500	\$23,500	\$23,500	\$23,500
D.	PHA-Wide Non-Dwelling Structures and Equipment		\$35,000	\$35,000	\$35,000	\$35,000
E.	Administration		\$134,142	\$134,142	\$134,142	\$134,142
F.	Other		\$110,000	\$110,000	\$110,000	\$110,000
G.	Operations		\$335,355	\$335,355	\$335,355	\$335,355
H.	Demolition		\$0	\$0	\$0	\$0
I.	Development		\$0	\$0	\$0	\$0
J.	Capital Fund Financing -- Debt Service		\$0	\$0	\$0	\$0
K.	Total CFP Funds		\$1,341,420	\$1,341,420	\$1,341,420	\$1,341,420
L.	Total Non-CFP Funds		\$0	\$0	\$0	\$0
M.	Grand Total		\$1,341,420	\$1,341,420	\$1,341,420	\$1,341,420





# Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
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Part II: Supporting Pages -- Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2025	Work Statement for Year 2 FFY 2026			Activities for Year: 3 FFY 2027		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	Site Improvements			Site Improvements		
Annual Statement						
	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000001]	LS	\$50,000	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000001]	LS	\$50,000
	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000002]	LS	\$50,000	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000002]	LS	\$50,000
	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000003]	LS	\$50,000	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000003]	LS	\$50,000
	Subtotal Account 1450 (1480)		\$150,000	Subtotal Account 1450 (1480)		\$150,000

# Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 11/30/2025

Part II: Supporting Pages -- Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2025	Work Statement for Year 2 FFY 2026			Activities for Year: 3 FFY 2027		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	<u>Dwelling Structures</u>					
Annual Statement						
	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000001]	15 Units	\$58,000	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000001]	15 Units	\$58,000
	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000001]	14 Units	\$120,000	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000001]	14 Units	\$120,000
	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000002]	15 Units	\$58,000	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000002]	15 Units	\$58,000
	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000002]	14 Units	\$120,000	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000002]	14 Units	\$120,000

# Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
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Part II: Supporting Pages -- Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2025	Work Statement for Year 2 FFY 2026			Activities for Year: 3 FFY 2027		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See						
Annual Statement	<b><u>Dwelling Structures (Continued)</u></b>			<b><u>Dwelling Structures (Continued)</u></b>		
	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000003]	15 Units	\$77,423	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000003]	15 Units	\$77,423
	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000003]	14 Units	\$120,000	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000003]	14 Units	\$120,000
	<b>Subtotal Account 1460 (1480)</b>		<b>\$553,423</b>	<b>Subtotal Account 1460 (1480)</b>		<b>\$553,423</b>
	<b><u>Nondwelling Structures</u></b>			<b><u>Nondwelling Structures</u></b>		
	Renovate Nondwelling Structures to include Exterior Work, Systems Replacement, Interior Renovation, Furnishing and Related Work [PHA-Wide]	LS	\$25,000	Renovate Nondwelling Structures to include Exterior Work, Systems Replacement, Interior Renovation, Furnishing and Related Work [PHA-Wide]	LS	\$25,000
	<b>Subtotal Account 1470 (1480)</b>		<b>\$25,000</b>	<b>Subtotal Account 1470 (1480)</b>		<b>\$25,000</b>

**U. S. Department of Housing and Urban Development**  
**Office of Public and Indian Housing**  
**OMB No. 2577-0226**  
**Expires 11/30/2025**

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# Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
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Part II: Supporting Pages -- Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2025	Work Statement for Year 4 FFY 2028			Activities for Year: 5 FFY 2029		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See						
Annual Statement	<u>Site Improvements</u>			<u>Site Improvements</u>		
	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000001]	LS	\$50,000	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000001]	LS	\$50,000
	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000002]	LS	\$50,000	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000002]	LS	\$50,000
	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000003]	LS	\$50,000	Turf Planting and Replacement, Tree Trimming, Mulching, Drainage Repair, Sidewalk Repair, Parking Repair, Lighting/Signage Upgrades, Security Improvements and Related Site Work [AMP CA044000003]	LS	\$50,000
	<b>Subtotal Account 1450 (1480)</b>		<b>\$150,000</b>	<b>Subtotal Account 1450 (1480)</b>		<b>\$150,000</b>

# Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development  
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## Part II: Supporting Pages -- Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2025	Work Statement for Year 2 FFY 2028			Activities for Year: 3 FFY 2029		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See						
Annual Statement	<b>Dwelling Structures</b>					
	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000001]	15 Units	\$58,000	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000001]	15 Units	\$58,000
	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New and Fixtures), Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000001]	14 Units	\$120,000	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New and Fixtures), Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000001]	14 Units	\$120,000
	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000002]	15 Units	\$58,000	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000002]	15 Units	\$58,000
	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New and Fixtures), Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000002]	14 Units	\$120,000	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New and Fixtures), Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000002]	14 Units	\$120,000

# Capital Fund Program Five-Year Action Plan

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Part II: Supporting Pages -- Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2025	Work Statement for Year 4 FFY 2028			Activities for Year: 5 FFY 2029		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See						
Annual Statement	<u>Dwelling Structures (Continued)</u>			<u>Dwelling Structures (Continued)</u>		
	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000003]	15 Units	\$77,423	Exterior Unit Improvements to Include Roofing Repair, Fascia and Soffit Repair, Windows, Doors, Siding, Shutters, and Other Fascade Improvements [AMP CA044000003]	15 Units	\$77,423
	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000003]	14 Units	\$120,000	Interior Unit Improvements to Include Kitchen Renovations (Cabinets, Countertops, Plumbing, and Fixtures), Bathroom Renovations (New Fixtures, Plumbing, and Tile Work), Flooring Replacement, Door Replacement, Ceiling/Drywall Repair/Replacement, Insulation Work and Painting. [AMP CA044000003]	14 Units	\$120,000
	<b>Subtotal Account 1460 (1480)</b>		<b>\$553,423</b>	<b>Subtotal Account 1460 (1480)</b>		<b>\$553,423</b>
	<u>Nondwelling Structures</u>			<u>Nondwelling Structures</u>		
	Renovate Nondwelling Structures to include Exterior Work, Systems Replacement, Interior Renovation, Furnishing and Related Work [PHA-Wide]	LS	\$25,000	Renovate Nondwelling Structures to include Exterior Work, Systems Replacement, Interior Renovation, Furnishing and Related Work [PHA-Wide]	LS	\$25,000
	<b>Subtotal Account 1470 (1480)</b>		<b>\$25,000</b>	<b>Subtotal Account 1470 (1480)</b>		<b>\$25,000</b>



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# Capital Fund Program Five-Year Action Plan

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Part III: Supporting Pages -- Management Needs Work Statement(s)						
Work Statement for Year 1 FFY 2025	Work Statement for Year 2 FFY 2026			Activities for Year: 3 FFY 2027		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See						
Annual Statement	<u>Operations</u>			<u>Operations</u>		
	Modernization Funds for Operations [PHA-Wide]	LS	\$335,355	Modernization Funds for Operations [PHA-Wide]	LS	\$335,355
	Subtotal Account 1406		\$335,355	Subtotal Account 1406		\$335,355
	<u>Management Improvements</u>			<u>Management Improvements</u>		
	Staff and Commissioner Training [PHA-Wide]	LS	\$7,500	Staff and Commissioner Training [PHA-Wide]	LS	\$7,500
	Resident/RAB Training [PHA-Wide]	LS	\$1,000	Resident/RAB Training [PHA-Wide]	LS	\$1,000
	Management Consulting for Planning and Policy Development [PHA-Wide]	LS	\$10,000	Management Consulting for Planning and Policy Development [PHA-Wide]	LS	\$10,000
	Computer and Systems Software Upgrades [PHA-Wide]	LS	\$5,000	Computer and Systems Software Upgrades [PHA-Wide]	LS	\$5,000
	Subtotal Account 1408		\$23,500	Subtotal Account 1408		\$23,500

U.S. Department of Housing and Urban Development  
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# Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
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Part III: Supporting Pages -- Management Needs Work Statement(s)						
Work Statement for Year 1 FFY 2025	Work Statement for Year 4 FFY 2028			Activities for Year: 5 FFY 2029		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See						
Annual Statement	<u>Operations</u>			<u>Operations</u>		
	Modernization Funds for Operations [PHA-Wide]	LS	\$335,355	Modernization Funds for Operations [PHA-Wide]	LS	\$335,355
	Subtotal Account 1406		\$335,355	Subtotal Account 1406		\$335,355
	<u>Management Improvements</u>			<u>Management Improvements</u>		
	Staff and Commissioner Training [PHA-Wide]	LS	\$7,500	Staff and Commissioner Training [PHA-Wide]	LS	\$7,500
	Resident/RAB Training [PHA-Wide]	LS	\$1,000	Resident/RAB Training [PHA-Wide]	LS	\$1,000
	Management Consulting for Planning and Policy Development [PHA-Wide]	LS	\$10,000	Management Consulting for Planning and Policy Development [PHA-Wide]	LS	\$10,000
	Computer and Systems Software Upgrades [PHA-Wide]	LS	\$5,000	Computer and Systems Software Upgrades [PHA-Wide]	LS	\$5,000
	Subtotal Account 1408		\$23,500	Subtotal Account 1408		\$23,500

**U.S. Department of Housing and Urban Development**  
**Office of Public and Indian Housing**  
**OMB No. 2577-0226**  
**Expires 11/30/2025**

FY2025-FY2029 Five-Year Plan, Iss. 5-Yr. - Part III) 2/7/25

# FISCAL AUDIT

This Section includes the Summary of Findings from the FY2024 Audit. A full copy of the Financial Audit and the Single Audit are available at the YCH Central Office.

Yolo County Housing

Schedule of Findings and Questioned Costs  
Year Ended June 30, 2024

A. Summary of Auditor's Results

**Financial Statements**

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with generally accepted accounting principles:

Unmodified opinion

Internal control over financial reporting:

\*Material weakness(es) identified?        Yes   X   No

\*Significant deficiency(ies) identified?        Yes   X   None reported

Noncompliance material to the financial statements noted?        Yes   X   No

**Federal Awards**

Internal control over major federal programs:

\*Material weakness(es) identified?        Yes   X   No

\*Significant deficiency(ies) identified?        Yes   X   None reported

Type of auditor's report issued on compliance for major federal programs:

Unmodified opinion

Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a) of OMB Circular?

       Yes   X   No

Identification of major federal programs:

Federal Assistance  
Listing Number(s)

Name of Federal Program or Cluster

14.871 and 14.879

Housing Voucher Cluster

Dollar threshold used to distinguish between Type A and Type B programs:

\$808,576

Auditee qualified as low-risk auditee        Yes   X   No

B. Findings - Financial Statement Audit

None reported.

C. Findings and Questioned Costs - Major Federal Award Programs Audit

None reported.



## FY2025 FLAT RENTS

**2025 HUD FMR's and 80% of FMR Calculation (before applying Utility Allowance)**

	0 Bdrm	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5 Bdrm
2025 HUD Fair Market Rent	\$1,602	\$1,613	\$2,116	\$2,944	\$3,299	\$3,794
<b>80% of HUD FMR</b>	<b>\$1,282</b>	<b>\$1,290</b>	<b>\$1,693</b>	<b>\$2,355</b>	<b>\$2,639</b>	<b>\$3,035</b>

**Flat Rent Tables by AMP/Property/Bedroom Size and Year (AFTER applying applicable Utility Allowance):**

<b>AMP 1 (Yolano, Woodland)</b>	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Current Flat Rent 2024	\$1090	\$1,444	\$2,002	\$2,334
<b>Proposed 2025 Flat Rents</b>	<b>\$1,169</b>	<b>\$1,548</b>	<b>\$2,177</b>	<b>\$2,426</b>
Increase/(Decrease)	\$79	\$104	\$175	\$92

<b>AMP 1 (Donnelly, Woodland)</b>	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Current Flat Rent 2024	\$1080	\$1,426	\$1,966	\$2,299
<b>Proposed 2025 Flat Rents</b>	<b>\$1,158</b>	<b>\$1,528</b>	<b>\$2,139</b>	<b>\$2,393</b>
Increase/(Decrease)	\$78	\$102	\$173	\$94

<b>AMP 1 (Ridgecut Homes, Knights Landing)</b>	2 Bdrm	3 Bdrm
Current Flat Rent 2024	\$1302	\$1787
<b>Proposed 2025 Flat Rents</b>	<b>\$1329</b>	<b>\$1855</b>
Increase/(Decrease)	\$27	\$68

<b>AMP 1 (Yolito, Yolo)</b>	2 Bdrm	3 Bdrm
Current Flat Rent 2024	\$1426	\$1972
<b>Proposed 2025 Flat Rents</b>	<b>\$1530</b>	<b>\$2147</b>
Increase/(Decrease)	\$104	\$175

<b>AMP 2 (El Rio Villa 1, Winters)</b>	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Current Flat Rent 2024	\$1,086	\$1,430	\$1,975	\$2,301
<b>Proposed 2025 Flat Rents</b>	<b>\$1,165</b>	<b>\$1,533</b>	<b>\$2,150</b>	<b>\$2,398</b>
Increase/(Decrease)	\$79	\$103	\$175	\$97

<b>AMP 2 (El Rio Villa 2, Winters)</b>	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Current Flat Rent 2024	\$1,088	\$1,429	\$1,961	\$2,285
<b>Proposed 2025 Flat Rents</b>	<b>\$1,169</b>	<b>\$1,533</b>	<b>\$2,136</b>	<b>\$2,382</b>
Increase/(Decrease)	\$81	\$104	\$175	97

<b>AMP 2 (El Rio Villa 3, Winters)</b>	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5 Bdrm
Current Flat Rent 2024	\$1,081	\$1,433	\$1,985	\$2,298	\$2,655
<b>Proposed 2025 Flat Rents</b>	<b>\$1,157</b>	<b>\$1,532</b>	<b>\$2,156</b>	<b>\$2,388</b>	<b>\$2,757</b>
Increase/(Decrease)	\$76	\$99	\$171	\$90	\$102

<b>AMP 2 (El Rio Villa 4, Winters)</b>	3 Bdrm
Current Flat Rent 2024	\$1,983
<b>Proposed 2025 Flat Rents</b>	<b>\$2,155</b>
Increase/(Decrease)	\$172

<b>AMP 2 (Vista Montecito, Esparto)</b>	2 Bdrm	3 Bdrm
Current Flat Rent 2024	\$1,426	\$1,971
<b>Proposed 2025 Flat Rents</b>	<b>\$1,529</b>	<b>\$2,145</b>
Increase/(Decrease)	\$103	\$174

<b>AMP 3 (Las Casitas, West Sacramento)</b>	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Current Flat Rent 2024	\$1,090	\$1,439	\$1985	\$2,318
<b>Proposed 2025 Flat Rents</b>	<b>\$1,165</b>	<b>\$1,538</b>	<b>\$2154</b>	<b>\$2,401</b>
Increase/(Decrease)	\$75	\$99	\$169	\$83

<b>AMP 3 (Riverbend Manor 1, West Sacramento)</b>	0 Bdrm	1 Bdrm	2 Bdrm
Current Flat Rent 2024	\$1074	\$1061	\$1,406
<b>Proposed 2025 Flat Rents</b>	<b>\$1122</b>	<b>\$1099</b>	<b>\$1,462</b>
Increase/(Decrease)	\$48	\$38	\$56

<b>AMP 3 (Riverbend Manor 2, West Sacramento)</b>	0 Bdrm	1 Bdrm
Current Flat Rent 2024	\$1030	\$1012
<b>Proposed 2025 Flat Rents</b>	<b>\$1076</b>	<b>\$1053</b>
Increase/(Decrease)	\$46	\$41

# DECONCENTRATION POLICY

## YOLO COUNTY HOUSING Deconcentration Policy

### INTRODUCTION

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires that the Yolo County Housing adopt policies and procedures governing the deconcentration of poverty and income mixing as required by section 10(a)(3)(B) of the 1937 Housing Act. It is the Yolo County Housing's (YCH) policy to provide for deconcentration of poverty and encourage income mixing.

The goal of this policy is lessen the concentration of poverty and to create mixed-income communities and 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. The QHWRA requires 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.

### DEFINITIONS

The following definitions are provided in order to clearly and define the affected developments and families under this Deconcentration Policy.

**A final rule was published at 24 CFR 903 on August 6, 2002, amending the definition of "Established Income Range" and that change is reflected in this revised policy.**

**Covered Developments:** Public housing developments that are of general occupancy or family public housing developments that are not exempt from the deconcentration requirement.

**Exempt Developments:** Public housing developments that are operated by housing authorities with fewer than 100 units; public housing developments that house only elderly persons or persons with disabilities, or both; public housing developments operated by housing authorities that operate only one general occupancy development; public housing developments approved for demolition or conversion to tenant-based assistance; and public housing developments that include units operated in accordance with a HUD-approved mixed-finance plan using HOPE VI or public housing funds awarded before the effective date of the Deconcentration Final Rule.

**Jurisdiction-Wide Established Income Range:** The average annual household income of all residents of all covered developments is the Jurisdiction-Wide Established Income Range (EIR).

**Development Average Household Income:** The average annual household income of all residents of a specific covered development.

**Developments Outside the Jurisdiction-Wide Established Income Range:** A development where the Average Household Income is between 85 percent and 115 percent of the Jurisdiction-Wide EIR is considered to be within the Jurisdiction-Wide EIR. If the average household income in a development is less than 85% of the EIR or greater than 115% of the EIR, the development is considered to be outside the Jurisdiction-Wide EIR **with the following exception:**

A covered development with an average household income exceeding 115% of the Jurisdiction-Wide EIR shall not be considered outside the Jurisdiction-Wide EIR if the upper limit that exceeds 115% of EIR is less than 30 per cent of area median income. **(24 CFR 5.603(b)).**

## **ANALYSIS**

In order to achieve and maintain deconcentration, YCH will comply with the following:

- a) Determine the Jurisdiction-Wide Established Income Range for all covered developments at least an annual basis.
- b) Determine the average household income for each covered development.
- c) Determine whether each covered development falls above, within, or above the established income range, **except that the upper limit shall never be less than 30 per cent of the median area income limit.**
- d) Determine, for those developments having average incomes outside the established income range, if there are factors to explain and/or justify the income profile as being consistent with and furthering two sets of goals: the goals of deconcentration and income mixing as specified by the statute; and the local goals and strategies contained in YCH Annual Plan.
- e) Where the income profile for a covered development is not explained and/or justified in YCH Annual Plan a specific policy to provide for deconcentration and income mixing in applicable covered developments.

Analysis will be completed at least annually, but may be accomplished more frequently to determine the effectiveness of various initiatives employed to achieve deconcentration.

## **ACTION PLAN**

If a covered development has been identified as falling above or below the established income range, YCH will define and communicate specific procedures to be employed with the goal of achieving deconcentration. It is the goal of YCH to generally increase the level of income for residents of public

housing, create more stratified developments, and obtain agency self-sufficiency, therefore; the Deconcentration Policy shall not be employed to be counterproductive to that goal.

In addition, the policy will, under no circumstances, be employed through steering or in any way reducing the choice in residence of the individual family.

In order to deconcentrate a development, YCH will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income-targeting goal. To the greatest extent possible, YCH will provide incentives to encourage families with incomes below the established income range to accept units in developments with incomes above the established income range or to encourage families with incomes above the established income range to accept units in developments with incomes below the established income range.

YCH may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development. Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

These may include but are not limited to:

- a) Rent Incentives to select particular developments.
- b) Payment Plans for deposits.
- c) Flexibility in move-in dates.

A family has the sole discretion whether to accept an offer of a unit made under YCH's deconcentration policy. YCH shall not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the deconcentration policy.



**VIOLENCE AGAINST WOMEN ACT POLICY  
– PUBLIC HOUSING PROGRAM**

**YOLO COUNTY HOUSING**  
**Victims of Domestic Violence Policy**  
**(81 FR 80724)**

**I. Applicability**

This policy addresses the protections for victims of domestic violence, dating violence, sexual assault or stalking who are applying for, or are the beneficiaries of, assistance under the Yolo County Housing's (YCH) Housing Programs which are covered by the Violence Against Women Act (VAWA). Protections are not limited to women but cover victims of domestic violence, dating violence, sexual assault and stalking, regardless of sex, gender identity, or sexual orientation. This policy is intended as a guide for YCH's personnel to use in day-to-day operations when working with applicants or tenants who are victims of the above actions.

**II. Definitions**

For purposes of this policy, the following definitions apply:

**Actual and imminent threat:** A physical danger which is real, would occur in an immediate time frame, and could result in death or serious bodily harm. In determining whether an individual would pose an actual and imminent threat, the factors to be considered include: The duration of the risk, the nature and severity of the potential harm, the likelihood that the potential harm will occur, and the length of time before the potential harm would occur.

**Affiliated individual:** A spouse, parent, brother, sister, or child of an individual, or a person to whom an individual stands in the place of a parent or guardian; or any individual, tenant or lawful occupant living in the household of an individual.

**Bifurcate:** To divide a lease as a matter of law, subject to the permissibility of such process under the requirements of the Public Housing Program and State and local law, such that certain tenants or lawful occupants can be evicted or removed and the remaining tenants or lawful occupants can continue to reside in the unit under the same lease requirements or as may be revised depending upon the eligibility for continued occupancy of the remaining tenants and lawful occupants.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

**Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Sexual assault:** Any nonconsensual sexual act proscribed by Federal, tribal, or State law, including when the victim lacks capacity to consent.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's individual safety or the safety of others or suffer substantial emotional distress.

### **III. Applicant and Tenant Protections**

#### **Notification**

YCH will provide each applicant and each tenant with the following documents:

- A "Notice of Occupancy Rights under the Violence Against Women Act," which explains the VAWA protections under this policy, including the right to confidentiality, and any limitations on those protections, and
- A certification form to be completed by the victim to document an incident of domestic violence, dating violence, sexual assault or stalking.

The above Notice and certification form will be provided to an applicant or tenant at the following times: time of application, time of denial of admission, time of leasing and with any notification of eviction.

The certification form should state that:

- the applicant or tenant is a victim of domestic violence, dating violence, sexual assault or stalking;
- the incident of victim of domestic violence, dating violence, sexual assault or stalking that is the grounds for protection under this policy meets the applicable definition for such incident; and
- include the name of the individual who committed the domestic violence, dating violence, sexual assault or stalking, if the name is known and safe to provide.

#### **Prohibitive Basis for Denial, Termination of Assistance or Eviction**

An applicant to or tenant of YCH's Housing Programs may not be denied admission to, terminated assistance from or evicted from a Program on the basis or as a direct result of the fact that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault or stalking, if the applicant or tenant otherwise qualifies for admission or occupancy.

A tenant of a Housing Program may not be denied tenancy or occupancy rights solely on the basis of criminal activity directly relating to domestic violence, dating violence, sexual assault or stalking if the criminal activity is engaged in by a member of the household of the tenant or any guest or other person

under the control of the tenant and the tenant or an affiliated individual is the victim or threatened victim of such domestic violence, dating violence, sexual assault or stalking.

An incident of actual or threatened domestic violence, dating violence, sexual assault or stalking shall not be construed as a serious or repeated violation of the dwelling lease by the victim or threatened victim of such incident or good cause for terminating the tenancy or occupancy rights of the victim or threatened victim of such incident.

#### Limitations of Protections

Nothing in this policy limits YCH, when notified of a court order, to comply with a court order with respect to the rights of access or control of property, including civil protection orders issued to protect a victim of domestic violence, dating violence, sexual assault or stalking, or the distribution of property among members of a household.

Nothing in this policy limits YCH from evicting a tenant for any violation not premised on an act of domestic violence, dating violence, sexual assault or stalking that is in question against the tenant or an affiliated individual of the tenant.

Nothing in this policy limits YCH from evicting a tenant if YCH can demonstrate an actual and imminent threat to other tenants or YCH employees would be present if the tenant or lawful occupant is not evicted. Words, gestures, actions and other indicators will be considered an 'actual and imminent threat' if they meet the standard provided in the definition of "actual and imminent threat" in Section II.

Eviction related to an "actual and imminent threat" should only be utilized only when there are no other actions that could be taken to reduce or eliminate the threat, including, but not limited to, transferring the victim to a different unit, barring the perpetrator from the property, contacting local law enforcement to increase police presence or seeking other legal remedies to prevent the perpetrator from acting on a threat.

#### **IV. Documentation Required**

##### Request for Documentation

YCH will request, in writing, that an individual claiming protection under this policy submit the following documentation to YCH with fourteen (14) business days after the date that the applicant or tenant receives a request in writing for such documentation from YCH.

- The certification form described in Section III; or
- A document signed by an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, or a mental health professional from whom the victim has sought assistance relating to domestic violence, dating violence, sexual assault or stalking or the effects of abuse; signed by the applicant or tenant; and that specifies under penalty of perjury, that the professional believes in the occurrence of the incident of domestic violence, dating violence, sexual assault or stalking that is the ground for protection and remedies under this policy and that

the incident meets the applicable definitions of domestic violence, dating violence, sexual assault or stalking included in Section II; or

- A record of a Federal, State, tribal, territorial or local law enforcement agency, court or administrative agency; or
- At the discretion of YCH, a statement or other evidence provided by the applicant or tenant.

If the individual does not provide permissible documentation within 14 business days after YCH has requested such certification in writing, the protections of VAWA do not limit YCH to:

- Deny admission of an applicant or tenant of a Housing Program;
- Deny assistance under a Housing Program to an applicant or tenant;
- Terminate the participation of a tenant in a Housing Program; or
- Evict the tenant, or a lawful occupant that commits a violation of the lease.

YCH may extend the 14-day deadline at its discretion.

The certification requirement may be satisfied by providing YCH with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, or stalking or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. §1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation; or by producing a Federal, State, tribal, territorial, or local police or court record.

If YCH receives permissible documentation that contains conflicting information (including certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the perpetrator), YCH may require an applicant or tenant to submit third-party documentation, as described in the paragraph above within 30 calendar days of the date of the request for the third-party documentation.

### Confidentiality

All information provided to YCH under this policy, including the fact that an individual is a victim of domestic violence, dating violence, sexual assault or stalking, will be retained in confidence and shall neither be entered into any shared database nor provided to any related entity, except to the extent that disclosure is requested or consented to by the individual in writing or required for use in an eviction proceeding or otherwise required by applicable law.

## **V. Remedies Available**

### **Bifurcation of the Dwelling Lease**

YCH may bifurcate a lease, or remove a household member from a lease in order to evict, remove, terminate occupancy rights, or terminate assistance to such member who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking against an affiliated individual or other individual without regard to whether the household member is a signatory to the lease and without evicting, removing, terminating assistance to, or otherwise penalizing a victim of such criminal activity who is also a tenant or lawful occupant.

A lease bifurcation shall be carried out in accordance with any requirements or procedures as may be prescribed by Federal, State, or local law for termination of assistance or leases and in accordance with any requirements under YCH's Housing Programs.

If YCH exercises the option to bifurcate a lease, and the individual who was evicted or for whom assistance was terminated was the eligible tenant, YCH shall provide any remaining tenant or tenants that were not already eligible a period of 90 calendar days from the date of the bifurcation of the lease to establish eligibility for the same housing program under which the evicted or terminated tenant was the recipient of assistance at the time of bifurcation of the lease; or establish eligibility under another housing program; or find alternative housing.

The 90-calendar day period will not apply beyond the expiration of a lease, unless it is permitted by program regulations.

## **VI. Emergency Transfer Plan**

**Yolo County Housing (YCH)** is concerned about the safety of its tenants, and such concern extends to tenants who are victims of domestic violence, dating violence, sexual assault, or stalking. In accordance with the Violence Against Women Act (VAWA), YCH allows tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an emergency transfer from the tenant's current unit to another unit. The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation. The ability of YCH to honor such request for tenants currently receiving assistance, however, may depend upon a preliminary determination that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, and on whether YCH has another dwelling unit that is available and is safe to offer the tenant for temporary or more permanent occupancy.

This plan identifies tenants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to tenants on safety and security. This plan is based on a model emergency transfer plan published by the U.S. Department of Housing and Urban Development (HUD), the Federal agency that oversees that **Yolo County Housing** is in compliance with VAWA.

## **Eligibility for Emergency Transfers**

A tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD's regulations at 24 CFR part 5, subpart L qualifies for an emergency transfer, if:

- The tenant expressly requests the transfer; and  
Either:
  - the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant remains within the same dwelling unit, or
  - the tenant is a victim of sexual assault, the tenant reasonably believes there is a threat of imminent harm from further violence if the tenant remains in the same dwelling unit that the tenant is currently occupying, or the sexual assault occurred on the premise during the 90-day period preceding a request for an emergency transfer.

A tenant requesting an emergency transfer must expressly request the transfer in accordance with the procedures described in this plan.

Tenants who are not in good standing may still request an emergency transfer if they meet the eligibility requirements in this section.

## **Emergency Transfer Request Documentation**

To request an emergency transfer, the tenant shall notify and submit a written request for a transfer to their YCH Housing Specialist at the property management office or the General Director at the YCH Administrative Office, 147 West Main Street, Woodland, CA 95695. YCH will provide reasonable accommodations to this policy for individuals with disabilities, including providing individualized assistance in completing forms. The tenant's written request for an emergency transfer should include either:

1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under YCH's program; OR
2. A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar-day period preceding the tenant's request for an emergency transfer.

The following HUD Forms (provided in this Plan) are available to assist the tenant with making their request:

- HUD Form 5382 - Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, and Alternate Documentation

HUD Form 5383 - Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking

## **Confidentiality**

YCH will keep confidential any information that the tenant submits in requesting an emergency transfer, and information about the emergency transfer, unless the tenant gives YCH written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program. This includes keeping confidential the new location of the dwelling unit of the tenant, if one is provided, from the person(s) that committed an act(s) of domestic violence, dating violence, sexual assault, or

stalking against the tenant. See the Notice of Occupancy Rights under the Violence Against Women Act For All Tenants for more information about YCH's responsibility to maintain the confidentiality of information related to incidents of domestic violence, dating violence, sexual assault, or stalking. This form is posted at all YCH offices and on line at the YCH website: [www.ych.ca.gov](http://www.ych.ca.gov).

## **Emergency Transfer Timing and Availability**

### Emergency Transfers: Public Housing Program

YCH cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. YCH will, however, act as quickly as possible to move a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking to another unit, subject to availability and safety of a unit. If a tenant reasonably believes a proposed transfer would not be safe, the tenant may request a transfer to a different unit. If a unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. YCH may be unable to transfer a tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit.

If YCH has no safe and available units for which a tenant who needs an emergency is eligible, YCH will: .

- Assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move; and
- Continue and expand partnerships to strengthen access to supportive services for victims including victim advocates, legal aid services and local law enforcement; and
- At the tenant's request, YCH will assist tenants in contacting local organizations that offer assistance to victims of domestic violence, dating violence, sexual assault, or stalking; and
- Seek opportunities for arrangements, including MOU's with neighboring housing providers, to facilitate moves (such as Sacramento Housing and Redevelopment Agency).

### Emergency Transfers: Housing Choice Voucher (HCV) Program

Tenant-based assistance: If you are a participant in the tenant-based HCV program and request an emergency transfer as described in this plan, YCH will assist you to move to a safe unit quickly using your existing voucher assistance. YCH will make exceptions to program regulations restricting moves as required and in accordance with the YCH Administrative Plan. YCH will expedite the administrative processes for participants requesting to transfer or port with their tenant-based voucher.

At your request, YCH will refer you to organizations that may be able to further assist you.

Project-based assistance: If you are assisted under the project-based voucher (PBV) program, you may request an emergency transfer under the following programs for which you are not required to apply:

- Tenant-based voucher, if available
- Project-based assistance in the same project (if a vacant unit is available and you determine that the vacant unit is safe)
- Project-based assistance in another development owned by YCH.



- Emergency transfers under VAWA will take priority over waiting list admissions for these types of assistance. YCH will expedite the administrative processes for participants wishing to move to another PBV unit.

You may also request an emergency transfer under the following programs for which you are required to apply:

- Public housing program
- PBV assistance in another development not owned by the PHA

Emergency transfers will not take priority over waiting list admissions for these programs. At your request, the PHA will refer you to organizations that may be able to further assist you.

### **Safety and Security of Tenants**

Pending processing of the transfer and the actual transfer, if it is approved and occurs, the tenant is urged to take all reasonable precautions to be safe.

Tenants who are or have been victims of domestic violence are encouraged to contact the National Domestic Violence Hotline at 1-800-799-7233, or a local domestic violence shelter, **EMPOWER YOLO, 530-661-6336** (175 Walnut Street, Woodland, CA) for assistance in creating a safety plan. For persons with hearing impairments, the hotline can be accessed by calling 1-800-787-3224 (TTY).

Tenants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE, or visit the online hotline at <https://ohl.rainn.org/online/>.

Tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at:

<https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

### **Related Forms**

YCH will provide all residents with a current copy of the following related forms:

YCH Notice of Occupancy Rights under VAWA

Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, and Alternative Documentation (Form HUD-5382)

Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (Form HUD-5383)

## NOTICE OF OCCUPANCY RIGHTS UNDER THE VIOLENCE AGAINST WOMEN ACT

### To all Tenants and Applicants

The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation. The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that Yolo County Housing is in compliance with VAWA. This notice explains your rights under VAWA. A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA."

### Protections for Applicants

If you otherwise qualify for assistance under Yolo County Housing, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

### Protections for Tenants

If you are receiving assistance under Yolo County Housing, you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

Also, if you or an affiliated individual of yours is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under Yolo County Housing solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, tenant, or lawful occupant living in your household.

### Protections for Applicants and Tenants Based on an Adverse Factor

If you are an applicant or tenant, YCH may not deny assistance or admission, terminating participation in, or evict a tenant based on an adverse factor, if the adverse factor is determined to be a direct result of the fact that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

An adverse factor includes, but is not limited to, poor credit history, poor rental history, certain criminal records, and failure to pay rent. In order to determine if an adverse factor is a direct result of domestic violence, dating violence, sexual assault, or stalking; the applicant or tenant must:

1. Inform YCH that he/she is a victim of domestic violence, dating violence, sexual assault, or stalking; and
2. Provide enough information for YCH to make a determination regarding the adverse factor he/she is claiming was a direct result of domestic violence, dating violence, sexual assault, or stalking.

YCH will consider the individual's statement and any possible supporting documentation in determining if an adverse factor was a direct result of domestic violence, dating violence, sexual assault, or stalking. If further information is necessary for this determination, YCH may request additional supporting documentation from the applicant or tenant.

Any request for additional documentation must:

- a. Be in accordance with YCH policies or practices,
- b. Not require evidence of the domestic violence, dating violence, sexual assault, or stalking other than as specified in 24 CFR 5.2007 (see Section 8 of this Notice), and
- c. Not violate the VAWA Final Rule's confidentiality requirements or any other laws.

### **Removing the Abuser or Perpetrator from the Household**

YCH may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If YCH chooses to remove the abuser or perpetrator, YCH may not take away the rights of eligible tenants to the unit or otherwise punish the remaining tenants. If the evicted abuser or perpetrator was the sole tenant to have established eligibility for assistance under the program, YCH must allow the tenant who is or has been a victim and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, YCH must follow Federal, State, and local eviction procedures. In order to divide a lease, YCH may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

### **Moving to Another Unit**

Upon your request, YCH may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, YCH may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the housing provider may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA. The criteria are:

**(1) You are a victim of domestic violence, dating violence, sexual assault, or stalking.** If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation, as described in the documentation section below.

**(2) You expressly request the emergency transfer.** Your housing provider may choose to require that you submit a form, or may accept another written or oral request.

**(3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit.** This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

**OR**

**You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer.** If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.

YCH will keep confidential requests for emergency transfers by victims of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such victims and their families.

YCH's emergency transfer plan provides further information on emergency transfers, and YCH must make a copy of its emergency transfer plan available to you if you ask to see it.

#### **Documenting You Are or Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

YCH can, but is not required to, ask you to provide documentation to "certify" that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. Such request from YCH must be in writing, and YCH must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. YCH may, but does not have to, extend the deadline for the submission of documentation upon your request.

You can provide one of the following to YCH as documentation. It is your choice which of the following to submit if YCH asks you to provide documentation that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

- A complete HUD-approved certification form given to you by YCH with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a description of the incident. The certification form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.
- A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
- A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional or a mental health professional (collectively, "professional") from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for

protection.

If you fail or refuse to provide one of these documents within the 14 business days, or within any designated extension period granted by YCH, YCH does not have to provide you with the protections contained in this notice. If this results in you being terminated from assistance, YCH may hold a separate informal hearing or grievance hearing, depending on the applicable program.

If YCH receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault, or stalking has been committed (such as certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the abuser or perpetrator), YCH has the right to request that you provide third-party documentation within thirty 30 calendar days in order to resolve the conflict. You may submit any of the third-party documentation listed above, other than the HUD-approved certification form, to satisfy this request. If you fail or refuse to provide third-party documentation where there is conflicting evidence, YCH does not have to provide you with the protections contained in this notice.

### **Confidentiality**

YCH must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA. YCH must not allow any individual administering assistance or other services on behalf of YCH (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

YCH must not enter your information into any shared database or disclose your information to any other entity or individual. YCH, however, may disclose the information provided if:

- You give written permission to YCH to release the information on a time limited basis.
- YCH needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.
- A law requires YCH or your landlord to release the information.

VAWA does not limit YCH's duty to honor court orders about access to or control of the property. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

### **Reasons a Tenant Eligible for Occupancy Rights under VAWA May Be Evicted or Assistance May Be Terminated**

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, YCH cannot hold tenants who have been victims of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to tenants who have not been victims of domestic violence, dating violence, sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if YCH can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

1. Would occur within an immediate time frame, and

2. Could result in death or serious bodily harm to other tenants or those who work on the property.

If YCH can demonstrate the above, YCH should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

#### **Other Laws**

VAWA does not replace any Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to additional housing protections for victims of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

#### **Non-Compliance with The Requirements of This Notice**

You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with **YCH 504 Coordinator Janis Holt at 530-669-2211 or [jholt@ych.ca.gov](mailto:jholt@ych.ca.gov)** or

San Francisco HUD Field Office Located at  
One Sansome Street Ste 1200  
San Francisco, CA 94104  
Phone: (415) 489-6400

#### **For Additional Information**

You may view a copy of HUD's final VAWA rule at <https://www.gpo.gov/fdsys/pkg/FR-2016-11-29/pdf/2016-28437.pdf>. Additionally, YCH must make a copy of HUD's VAWA regulations available to you if you ask to see them.

For questions regarding VAWA, please contact your local site office.

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY). You may also contact:

#### **Empower Yolo**

**175 Walnut St. Woodland, CA 95695**  
**530-661-6336**

For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

For help regarding sexual assault, you may contact

#### **Empower Yolo**

**175 Walnut St. Woodland, CA 95695**  
**530-661-6336**

Victims of stalking seeking help may contact  
**Empower Yolo**  
**175 Walnut St. Woodland, CA 95695**  
**530-661-6336**

**Attachment:** Certification form HUD-5382

**VIOLENCE AGAINST WOMEN ACT POLICY  
– HOUSING CHOICE VOUCHER PROGRAM**



## **12-II.E. TERMINATIONS RELATED TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT OR STALKING**

This section describes the protections against termination of assistance that the Violence against Women Act of 2013 (VAWA) provides for victims of domestic violence, dating violence, sexual assault and stalking. For general VAWA requirements, key VAWA definitions, and PHA policies pertaining to notification, documentation, and confidentiality, see section 16-IX of this plan.

### **VAWA Protections against Termination**

VAWA provides four specific protections against termination of HCV assistance for victims of domestic violence, dating violence, sexual assault or stalking. (*Note:* The second, third, and fourth protections also apply to terminations of tenancy or occupancy by owners participating in the HCV program, as do the limitations discussed under the next heading.)

First, VAWA provides that a PHA may not terminate assistance to a family that moves out of an assisted unit in violation of the lease, with or without prior notification to the PHA, if the move occurred to protect the health or safety of a family member who is or has been the victim of domestic violence, dating violence, sexual assault or stalking and who reasonably believed he or she was imminently threatened by harm from further violence if he or she remained in the unit [24 CFR 982.354(b)(4)].

Second, it provides that an incident or incidents of actual or threatened domestic violence, dating violence, sexual assault or stalking may not be construed either as a serious or repeated lease violation by the victim or as good cause to terminate the assistance of the victim [24 CFR 5.2005(c)(1)].

Third, it provides that criminal activity directly related to domestic violence, dating violence, sexual assault or stalking may not be construed as cause for terminating the assistance of a tenant if a member of the tenant's household, a guest, or another person under the tenant's control is the one engaging in the criminal activity and the tenant or affiliated individual or other individual is the actual or threatened victim of the domestic violence, dating violence, or stalking [24 CFR 5.2005(c)(2)].

Fourth, it gives PHAs the authority to terminate assistance to any tenant or lawful occupant who engages in criminal acts of physical violence against family members or others without terminating assistance to, or otherwise penalizing, the victim of the violence [24 CFR 5.2009(a)].

### **Limitations on VAWA Protections [24 CFR 5.2005(d) and (e)]**

VAWA does not limit the authority of a PHA to terminate the assistance of a victim of abuse for reasons unrelated to domestic violence, dating violence, sexual assault or stalking so long as the PHA does not subject the victim to a more demanding standard than it applies to other program participants [24 CFR 5.2005(d)(1)].

Likewise, VAWA does not limit the authority of a PHA to terminate the assistance of a victim of domestic violence, dating violence, sexual assault or stalking if the PHA can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the assisted property if the victim is not terminated from assistance [24 CFR 5.2005(d)(2)].

HUD regulations define *actual and imminent threat* to mean words, gestures, actions, or other indicators of a physical threat that (a) is real, (b) would occur within an immediate time frame, and (c) could result in death or serious bodily harm [24 CFR 5.2005(d)(2) and (e)]. In determining whether an individual would pose an actual and imminent threat, the factors to be considered include:

- The duration of the risk
- The nature and severity of the potential harm
- The likelihood that the potential harm will occur
- The length of time before the potential harm would occur [24 CFR 5.2005(e)]

In order to demonstrate an actual and imminent threat, the PHA must have objective evidence of words, gestures, actions, or other indicators. Even when a victim poses an actual and imminent threat, however, HUD regulations authorize a PHA to terminate the victim's assistance "only when there are no other actions that could be taken to reduce or eliminate the threat" [24 CFR 5.2005(d)(3)].

#### YCH Policy

In determining whether a program participant who is a victim of domestic violence, dating violence, sexual assault or stalking is an actual and imminent threat to other tenants or those employed at or providing service to a property, the PHA will consider the following, and any other relevant, factors:

Whether the threat is toward an employee or tenant other than the victim of domestic violence, dating violence, sexual assault or stalking

Whether the threat is a physical danger beyond a speculative threat

Whether the threat is likely to happen within an immediate time frame

Whether the threat to other tenants or employees can be eliminated in some other way, such as by helping the victim relocate to a confidential location or seeking a legal remedy to prevent the perpetrator from acting on the threat

If the participant wishes to contest the PHA's determination that he or she is an actual and imminent threat to other tenants or employees, the participant may do so as part of the informal hearing.

## **Documentation of Abuse [24 CFR 5.2007]**

### **YCH Policy**

When an individual facing termination of assistance for reasons related to domestic violence, dating violence, sexual assault or stalking claims protection under VAWA, the PHA will request that the individual provide documentation supporting the claim in accordance with the policies in section 16-IX.D of this plan.

The PHA reserves the right to waive the documentation requirement if it determines that a statement or other corroborating evidence from the individual will suffice. In such cases the PHA will document the waiver in the individual's file.

### **Terminating the Assistance of a Domestic Violence Perpetrator**

Although VAWA provides protection against termination of assistance for victims of domestic violence, it does not provide such protection for perpetrators. VAWA gives the PHA the explicit authority to “terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others” without terminating assistance to “or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant” [24 CFR 5.2009(a)]. This authority is not dependent on a bifurcated lease or other eviction action by an owner against an individual family member. Further, this authority supersedes any local, state, or other federal law to the contrary. However, if the PHA chooses to exercise this authority, it must follow any procedures prescribed by HUD or by applicable local, state, or federal law regarding termination of assistance. This means that the PHA must follow the same rules when terminating assistance to an individual as it would when terminating the assistance of an entire family [3/16/07 *Federal Register* notice on the applicability of VAWA to HUD programs].

If the perpetrator remains in the unit, the PHA continues to pay the owner until the PHA terminates the perpetrator from the program. The PHA must not stop paying HAP until 30 days after the owner bifurcates the lease to evict the perpetrator. The PHA may pay HAP for the full month if the 30-day period will end mid-month [Notice PIH 2017-08].

If the perpetrator is the only participant eligible to receive assistance, the PHA will provide any remaining participant a chance to establish eligibility for the program. If the remaining participant cannot do so, the PHA will provide them with 30 days to establish eligibility for another housing program prior to termination of the HAP contract.

### YCH Policy

The PHA will terminate assistance to a family member if the PHA determines that the family member has committed criminal acts of physical violence against other family members or others. This action will not affect the assistance of the remaining, nonculpable family members.

In making its decision, the PHA will consider all credible evidence, including, but not limited to, a signed certification (form HUD-5382) or other documentation of abuse submitted to the PHA by the victim in accordance with this section and section 16-IX.D. The PHA will also consider the factors in section 12-II.D. Upon such consideration, the PHA may, on a case-by-case basis, choose not to terminate the assistance of the culpable family member.

If the PHA does terminate the assistance of the culpable family member, it will do so in accordance with applicable law, HUD regulations, and the policies in this plan.

## **12-II.F. TERMINATION NOTICE**

HUD regulations require PHAs to provide written notice of termination of assistance to a family only when the family is entitled to an informal hearing. However, since the family's HAP contract and lease will also terminate when the family's assistance terminates [form HUD-52641], it is a good business practice to provide written notification to both owner and family anytime assistance will be terminated, whether voluntarily or involuntarily.

### **YCH Policy**

Whenever a family's assistance will be terminated, the PHA will send a written notice of termination to the family and to the owner. The PHA will also send a form HUD-5382 and form HUD-5380 to the family with the termination notice. The notice will state the date on which the termination will become effective. This date generally will be at least 30 calendar days following the date of the termination notice, but exceptions will be made whenever HUD rules, other PHA policies, or the circumstances surrounding the termination require.

When the PHA notifies an owner that a family's assistance will be terminated, the PHA will, if appropriate, advise the owner of their right to offer the family a separate, unassisted lease.

If a family whose assistance is being terminated is entitled to an informal hearing, the notice of termination that the PHA sends to the family must meet the additional HUD and PHA notice requirements discussed in section 16-III.C of this plan. VAWA 2013 expands notification requirements to require PHAs to provide notice of VAWA rights and the HUD 5382 form when a PHA terminates a household's housing benefits.

### **YCH Policy**

Whenever the PHA decides to terminate a family's assistance because of the family's action or failure to act, the PHA will include in its termination notice the VAWA information described in section 16-IX.C of this plan and a form HUD-5382 and form HUD-5380. The PHA will request in writing that a family member wishing to claim protection under VAWA notify the PHA within 14 business days.

Still other notice requirements apply in two situations:

- If a criminal record is the basis of a family's termination, the PHA must provide a copy of the record to the subject of the record and the tenant so that they have an opportunity to dispute the accuracy and relevance of the record [24 CFR 982.553(d)(2)].
- If immigration status is the basis of a family's termination, as discussed in section 12-I.D, the special notice requirements in section 16-III.D must be followed.

## **PART IX: VIOLENCE AGAINST WOMEN ACT (VAWA): NOTIFICATION, DOCUMENTATION, CONFIDENTIALITY**

### **16-IX.A. OVERVIEW**

The Violence against Women Act of 2013 (VAWA) provides special protections for victims of domestic violence, dating violence, sexual assault and stalking who are applying for or receiving assistance under the housing choice voucher (HCV) program. If your state or local laws provide greater protection for such victims, those laws apply in conjunction with VAWA.

In addition to definitions of key terms used in VAWA, this part contains general VAWA requirements and PHA policies in three areas: notification, documentation, and confidentiality. Specific VAWA requirements and PHA policies are located primarily in the following sections: 3-I.C, “Family Breakup and Remaining Member of Tenant Family”; 3-III.G, “Prohibition against Denial of Assistance to Victims of Domestic Violence, Dating Violence, and Stalking”; 10-I.A, “Allowable Moves”; 10-I.B, “Restrictions on Moves”; 12-II.E, “Terminations Related to Domestic Violence, Dating Violence, or Stalking”; and 12-II.F, “Termination Notice.”

### **16-IX.B. DEFINITIONS [24 CFR 5.2003, 42 USC 13925]**

As used in VAWA:

- The term *bifurcate* means, with respect to a public housing or Section 8 lease, to divide a lease as a matter of law such that certain tenants can be evicted or removed while the remaining family members’ lease and occupancy rights are allowed to remain intact.
- The term *dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - The length of the relationship
  - The type of relationship
  - The frequency of interaction between the persons involved in the relationship
- The term *domestic violence* includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

- The term *affiliated individual* means, with respect to a person:
  - A spouse, parent, brother or sister, or child of that individual, or an individual to whom that individual stands in the position or place of a parent; or
  - Any other individual, tenant, or lawful occupant living in the household of the victim of domestic violence, dating violence, sexual assault, or stalking.
- The term *sexual assault* means:
  - Any nonconsensual sexual act proscribed by federal, tribal, or state law, including when the victim lacks the capacity to consent
- The term *stalking* means:
  - To engage in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress.

## **16-IX.C. NOTIFICATION [24 CFR 5.2005(a)]**

### **Notification to Public**

The PHA adopts the following policy to help ensure that all actual and potential beneficiaries of its HCV program are aware of their rights under VAWA.

#### YCH Policy

The PHA will post the following information regarding VAWA in its offices and on its website. It will also make the information readily available to anyone who requests it.

A copy of the notice of occupancy rights under VAWA to housing choice voucher program applicants and participants who are or have been victims of domestic violence, dating violence, sexual assault, or stalking (Form HUD-5380, see Exhibit 16-1)

A copy of form HUD-5382, Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documentation (see Exhibit 16-2)

A copy of the PHA's emergency transfer plan (Exhibit 16-3)

A copy of HUD's Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, Form HUD-5383 (Exhibit 16-4)

The National Domestic Violence Hot Line: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY) (included in Exhibits 16-1 and 16-2)

Contact information for local victim advocacy groups or service providers



## **Notification to Program Applicants and Participants [24 CFR 5.2005(a)(1)]**

PHAs are required to inform program applicants and participants of their rights under VAWA, including their right to confidentiality and the limits thereof, when they are denied assistance, when they are admitted to the program, and when they are notified of an eviction or termination of housing benefits.

### YCH Policy

The PHA will provide all applicants with information about VAWA at the time they request an application for housing assistance, as part of the written briefing packet, and at the time the family is admitted to the program. The PHA will also include information about VAWA in all notices of denial of assistance (see section 3-III.G).

The PHA will provide all participants with information about VAWA at the time of admission (see section 5-I.B) and at annual reexamination. The PHA will also include information about VAWA in notices of termination of assistance, as provided in section 12-II.F.

The VAWA information provided to applicants and participants will consist of the notices in Exhibits 16-1 and 16-2.

The PHA is not limited to providing VAWA information at the times specified in the above policy. If the PHA decides to provide VAWA information to a participant following an incident of domestic violence, Notice PIH 2017-08 cautions against sending the information by mail, since the abuser may be monitoring the mail. The notice recommends that in such cases the PHA make alternative delivery arrangements that will not put the victim at risk.

### YCH Policy

Whenever the PHA has reason to suspect that providing information about VAWA to a participant might place a victim of domestic violence at risk, it will attempt to deliver the information by hand directly to the victim or by having the victim come to an office or other space that may be safer for the individual, making reasonable accommodations as necessary. For example, the PHA may decide not to send mail regarding VAWA protections to the victim's unit if the PHA believes the perpetrator may have access to the victim's mail, unless requested by the victim.

When discussing VAWA with the victim, the PHA will take reasonable precautions to ensure that no one can overhear the conversation, such as having conversations in a private room.

The victim may, but is not required to, designate an attorney, advocate, or other secure contact for communications regarding VAWA protections.

### **Notification to Owners and Managers**

While PHAs are no longer required by regulation to notify owners and managers participating in the HCV program of their rights and obligations under VAWA, the PHA may still choose to inform them.

#### YCH Policy

The PHA will provide owners and managers with information about their rights and obligations under VAWA when they begin their participation in the program and at least annually thereafter.

The VAWA information provided to owners will consist of the notice in Exhibit 16-5 and a copy of form HUD-5382, Certification of Domestic Violence, Dating Violence, and Stalking and Alternate Documentation.

#### **16-IX.D. DOCUMENTATION [24 CFR 5.2007]**

A PHA presented with a claim for initial or continued assistance based on status as a victim of domestic violence, dating violence, sexual assault, stalking, or criminal activity related to any of these forms of abuse may—but is not required to—request that the individual making the claim document the abuse. Any request for documentation must be in writing, and the individual must be allowed at least 14 business days after receipt of the request to submit the documentation. The PHA may extend this time period at its discretion. [24 CFR 5.2007(a)]

The individual may satisfy the PHA's request by providing any one of the following three forms of documentation [24 CFR 5.2007(b)]:

- (1) A completed and signed HUD-approved certification form (HUD-5382, Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking), which must include the name of the perpetrator only if the name of the perpetrator is safe to provide and is known to the victim. The form may be filled out and submitted on behalf of the victim.
- (2) A federal, state, tribal, territorial, or local police report or court record, or an administrative record
- (3) Documentation signed by a person who has assisted the victim in addressing domestic violence, dating violence, sexual assault or stalking, or the effects of such abuse. This person may be an employee, agent, or volunteer of a victim service provider; an attorney; a mental health professional; or a medical professional. The person signing the documentation must attest under penalty of perjury to the person's belief that the incidents in question are bona fide incidents of abuse. The victim must also sign the documentation.

The PHA may not require third-party documentation (forms 2 and 3) in addition to certification (form 1), except as specified below under "Conflicting Documentation," nor may it require certification in addition to third-party documentation [VAWA final rule].

##### **YCH Policy**

Any request for documentation of domestic violence, dating violence, sexual assault or stalking will be in writing, will specify a deadline of 14 business days following receipt of the request, will describe the three forms of acceptable documentation, will provide explicit instructions on where and to whom the documentation must be submitted, and will state the consequences for failure to submit the documentation or request an extension in writing by the deadline.

The PHA may, in its discretion, extend the deadline for 15 calendar days. In determining whether to extend the deadline, the PHA will consider factors that may contribute to the victim's inability to provide documentation in a timely manner, including cognitive limitations, disabilities, limited English proficiency, absence from the unit, administrative delays, the danger of further violence, and the victim's need to address health or safety issues. Any extension granted by the PHA will be in writing.

Once the victim provides documentation, the PHA will acknowledge receipt of the documentation within 14 business days.

### **Conflicting Documentation [24 CFR 5.2007(e)]**

In cases where the PHA receives conflicting certification documents from two or more members of a household, each claiming to be a victim and naming one or more of the other petitioning household members as the perpetrator, the PHA may determine which is the true victim by requiring each to provide acceptable third-party documentation, as described above (forms 2 and 3). The PHA may also request third-party documentation when submitted documentation contains information that conflicts with existing information already available to the PHA. Individuals have 30 calendar days to return third-party verification to the PHA. If the PHA does not receive third-party documentation, and the PHA will deny or terminate assistance as a result, the PHA must hold separate hearings for the tenants [Notice PIH 2017-08].

The PHA must honor any court orders issued to protect the victim or to address the distribution of property.

#### **YCH Policy**

If presented with conflicting certification documents from members of the same household, the PHA will attempt to determine which is the true victim by requiring each of them to provide third-party documentation in accordance with 24 CFR 5.2007(e) and by following any HUD guidance on how such determinations should be made.

When requesting third-party documents, the PHA will provide contact information for local domestic violence and legal aid offices. In such cases, applicants or tenants will be given 30 calendar days from the date of the request to provide such documentation.

If the PHA does not receive third-party documentation within the required timeframe (and any extensions) the PHA will deny VAWA protections and will notify the applicant or tenant in writing of the denial. If, as a result, the applicant or tenant is denied or terminated from the program, the PHA will hold separate hearings for the applicants or tenants.

### **Discretion to Require No Formal Documentation [24 CFR 5.2007(d)]**

The PHA has the discretion to provide benefits to an individual based solely on the individual's statement or other corroborating evidence—i.e., without requiring formal documentation of abuse in accordance with 24 CFR 5.2007(b). HUD recommends documentation in a confidential manner when a verbal statement or other evidence is accepted.

#### **YCH Policy**

If the PHA accepts an individual's statement or other corroborating evidence (as determined by the victim) of domestic violence, dating violence, sexual assault or stalking, the PHA will document acceptance of the statement or evidence in the individual's file.

**Failure to Provide Documentation [24 CFR 5.2007(c)]**

In order to deny relief for protection under VAWA, a PHA must provide the individual requesting relief with a written request for documentation of abuse. If the individual fails to provide the documentation within 14 business days from the date of receipt, or such longer time as the PHA may allow, the PHA may deny relief for protection under VAWA.

**16-IX.E. CONFIDENTIALITY [24 CFR 5.2007(b)(4)]**

All information provided to the PHA regarding domestic violence, dating violence, sexual assault or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence. This means that the PHA (1) may not enter the information into any shared database, (2) may not allow employees or others to access the information unless they are explicitly authorized to do so and have a need to know the information for purposes of their work, and (3) may not provide the information to any other entity or individual, except to the extent that the disclosure is (a) requested or consented to by the individual in writing, (b) required for use in an eviction proceeding, or (c) otherwise required by applicable law.

**YCH Policy**

If disclosure is required for use in an eviction proceeding or is otherwise required by applicable law, the PHA will inform the victim before disclosure occurs so that safety risks can be identified and addressed.

<b>EXHIBIT 16-1: PHA NOTICE OF OCCUPANCY RIGHTS UNDER THE VIOLENCE AGAINST WOMEN ACT, FORM HUD-5380</b>
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## **Yolo County Housing**

**Main Office:** 147 W. Main Street, Woodland, Ca 95695

**Woodland:** (530) 662-5428    **Sacramento:** (916) 444-8982    **TTY:** (800) 545-1833, ext. 626

### **Yolo County Housing<sup>1</sup> Notice of Occupancy Rights under the Violence Against Women Act<sup>2</sup>**

#### **To all Tenants and Applicants**

The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation.<sup>3</sup> The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that Yolo County Housing is in compliance with VAWA. This notice explains your rights under VAWA. A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA.”

#### **Protections for Applicants**

If you otherwise qualify for assistance under Yolo County Housing, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

#### **Protections for Tenants**

If you are receiving assistance under Yolo County Housing, you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

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<sup>1</sup> The notice uses HP for housing provider but the housing provider should insert its name where HP is used. HUD’s program-specific regulations identify the individual or entity responsible for providing the notice of occupancy rights.

<sup>2</sup> Despite the name of this law, VAWA protection is available regardless of sex, gender identity, or sexual orientation.

<sup>3</sup> Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.

Also, if you or an affiliated individual of yours is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under Yolo County Housing solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, tenant, or lawful occupant living in your household.

### **Protections for Applicants and Tenants Based on an Adverse Factor**

If you are an applicant or tenant, YCH may not deny assistance or admission, terminating participation in, or evict a tenant based on an adverse factor, if the adverse factor is determined to be a direct result of the fact that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

An adverse factor includes, but is not limited to, poor credit history, poor rental history, certain criminal records, and failure to pay rent. In order to determine if an adverse factor is a direct result of domestic violence, dating violence, sexual assault, or stalking; the applicant or tenant must:

1. Inform YCH that he/she is a victim of domestic violence, dating violence, sexual assault, or stalking; and
2. Provide enough information for YCH to make a determination regarding the adverse factor he/she is claiming was a direct result of domestic violence, dating violence, sexual assault, or stalking.

YCH will consider the individual's statement and any possible supporting documentation in determining if an adverse factor was a direct result of domestic violence, dating violence, sexual assault, or stalking. If further information is necessary for this determination, YCH may request additional supporting documentation from the applicant or tenant.

Any request for additional documentation must:

- a. Be in accordance with YCH policies or practices,
- b. Not require evidence of the domestic violence, dating violence, sexual assault, or stalking other than as specified in 24 CFR 5.2007 (see Section 8 of this Notice), and
- c. Not violate the VAWA Final Rule's confidentiality requirements or any other laws.

### **Removing the Abuser or Perpetrator from the Household**

YCH may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If YCH chooses to remove the abuser or perpetrator, YCH may not take away the rights of eligible tenants to the unit or otherwise punish the remaining tenants. If the evicted abuser or

perpetrator was the sole tenant to have established eligibility for assistance under the program, YCH must allow the tenant who is or has been a victim and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, YCH must follow Federal, State, and local eviction procedures. In order to divide a lease, YCH may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

### **Moving to Another Unit**

Upon your request, YCH may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, YCH may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the housing provider may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA. The criteria are:

**(1) You are a victim of domestic violence, dating violence, sexual assault, or stalking.** If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation, as described in the documentation section below.

**(2) You expressly request the emergency transfer.** Your housing provider may choose to require that you submit a form, or may accept another written or oral request.

**(3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit.** This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

**OR**

**You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer.** If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.

YCH will keep confidential requests for emergency transfers by victims of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such victims and their families.

YCH's emergency transfer plan provides further information on emergency transfers, and YCH must make a copy of its emergency transfer plan available to you if you ask to see it.



### **Documenting You Are or Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

YCH can, but is not required to, ask you to provide documentation to “certify” that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. Such request from YCH must be in writing, and YCH must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. YCH may, but does not have to, extend the deadline for the submission of documentation upon your request.

You can provide one of the following to YCH as documentation. It is your choice which of the following to submit if YCH asks you to provide documentation that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

- A complete HUD-approved certification form given to you by YCH with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a description of the incident. The certification form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.
- A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
- A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional or a mental health professional (collectively, “professional”) from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for protection.

If you fail or refuse to provide one of these documents within the 14 business days, or within any designated extension period granted by YCH, YCH does not have to provide you with the protections contained in this notice. If this results in you being terminated from assistance, YCH may hold a separate informal hearing or grievance hearing, depending on the applicable program.

If YCH receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault, or stalking has been committed (such as certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the abuser or perpetrator), YCH has the right to request that you provide third-party documentation within thirty 30 calendar days in order to resolve the conflict. You may submit any of the third-party documentation listed above, other than the HUD-approved certification form, to satisfy this request. If you fail or refuse to provide third-party documentation where there is conflicting evidence, YCH does not have to provide you with the protections contained in this notice.

### **Confidentiality**

YCH must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA. YCH must not allow any individual administering assistance or other services on behalf of YCH (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

YCH must not enter your information into any shared database or disclose your information to any other entity or individual. YCH, however, may disclose the information provided if:

- You give written permission to YCH to release the information on a time limited basis.
- YCH needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.
- A law requires YCH or your landlord to release the information.

VAWA does not limit YCH's duty to honor court orders about access to or control of the property. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

### **Reasons a Tenant Eligible for Occupancy Rights under VAWA May Be Evicted or Assistance May Be Terminated**

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, YCH cannot hold tenants who have been victims of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to tenants who have not been victims of domestic violence, dating violence, sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if YCH can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

1. Would occur within an immediate time frame, and
2. Could result in death or serious bodily harm to other tenants or those who work on the property.

If YCH can demonstrate the above, YCH should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

### **Other Laws**

VAWA does not replace any Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to additional housing protections for victims of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

### **Non-Compliance with The Requirements of This Notice**

You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with **YCH 504 Coordinator Janis Holt at 530-669-2211 or [jholt@ych.ca.gov](mailto:jholt@ych.ca.gov)** or

San Francisco HUD Field Office Located at  
One Sansome Street Ste 1200  
San Francisco, CA 94104  
Phone: (415) 489-6400

**For Additional Information**

You may view a copy of HUD's final VAWA rule at <https://www.gpo.gov/fdsys/pkg/FR-2016-11-29/pdf/2016-28437.pdf>. Additionally, YCH must make a copy of HUD's VAWA regulations available to you if you ask to see them.

For questions regarding VAWA, please contact your local site office.

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY). You may also contact:

**Empower Yolo**  
**175 Walnut St. Woodland, CA 95695**  
**530-661-6336**

For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

For help regarding sexual assault, you may contact

**Empower Yolo**  
**175 Walnut St. Woodland, CA 95695**  
**530-661-6336**

Victims of stalking seeking help may contact

**Empower Yolo**  
**175 Walnut St. Woodland, CA 95695**  
**530-661-6336**

**Attachment:** Certification form HUD-5382

<b>EXHIBIT 16-2: CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING AND ALTERNATE DOCUMENTATION, FORM HUD-5382</b>
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**CERTIFICATION OF  
DOMESTIC VIOLENCE,  
DATING VIOLENCE,  
SEXUAL ASSAULT, OR STALKING,  
AND ALTERNATE DOCUMENTATION**

**U.S. Department of Housing  
and Urban Development**

OMB Approval No. 2577-0286  
Exp. 06/30/2017

**Purpose of Form:** The Violence Against Women Act (“VAWA”) protects applicants, tenants, and program participants in certain HUD programs from being evicted, denied housing assistance, or terminated from housing assistance based on acts of domestic violence, dating violence, sexual assault, or stalking against them. Despite the name of this law, VAWA protection is available to victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

**Use of This Optional Form:** If you are seeking VAWA protections from your housing provider, your housing provider may give you a written request that asks you to submit documentation about the incident or incidents of domestic violence, dating violence, sexual assault, or stalking.

In response to this request, you or someone on your behalf may complete this optional form and submit it to your housing provider, or you may submit one of the following types of third-party documentation:

- (1) A document signed by you and an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, or a mental health professional (collectively, “professional”) from whom you have sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse. The document must specify, under penalty of perjury, that the professional believes the incident or incidents of domestic violence, dating violence, sexual assault, or stalking occurred and meet the definition of “domestic violence,” “dating violence,” “sexual assault,” or “stalking” in HUD’s regulations at 24 CFR 5.2003.
- (2) A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency; or
- (3) At the discretion of the housing provider, a statement or other evidence provided by the applicant or tenant.

**Submission of Documentation:** The time period to submit documentation is 14 business days from the date that you receive a written request from your housing provider asking that you provide documentation of the occurrence of domestic violence, dating violence, sexual assault, or stalking. Your housing provider may, but is not required to, extend the time period to submit the documentation, if you request an extension of the time period. If the requested information is not received within 14 business days of when you received the request for the documentation, or any extension of the date provided by your housing provider, your housing provider does not need to grant you any of the VAWA protections. Distribution or issuance of this form does not serve as a written request for certification.

**Confidentiality:** All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking shall be kept confidential and such details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections to you, and such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

**TO BE COMPLETED BY OR ON BEHALF OF THE VICTIM OF DOMESTIC VIOLENCE,  
DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING**

1. Date the written request is received by victim: \_\_\_\_\_

2. Name of victim: \_\_\_\_\_

3. Your name (if different from victim's): \_\_\_\_\_

4. Name(s) of other family member(s) listed on the lease: \_\_\_\_\_  
\_\_\_\_\_

5. Residence of victim: \_\_\_\_\_

6. Name of the accused perpetrator (if known and can be safely disclosed): \_\_\_\_\_  
\_\_\_\_\_

7. Relationship of the accused perpetrator to the victim: \_\_\_\_\_

8. Date(s) and times(s) of incident(s) (if known): \_\_\_\_\_  
\_\_\_\_\_

10. Location of incident(s): \_\_\_\_\_

In your own words, briefly describe the incident(s):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This is to certify that the information provided on this form is true and correct to the best of my knowledge and recollection, and that the individual named above in Item 2 is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Signature \_\_\_\_\_ Signed on (Date) \_\_\_\_\_

**Public Reporting Burden:** The public reporting burden for this collection of information is estimated to average 1 hour per response. This includes the time for collecting, reviewing, and reporting the data. The information provided is to be used by the housing provider to request certification that the applicant or tenant is a victim of domestic violence, dating violence, sexual assault, or stalking. The information is subject to the confidentiality requirements of VAWA. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid Office of Management and Budget control number.

<b>EXHIBIT 16-3: EMERGENCY TRANSFER PLAN FOR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING</b>
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**Yolo County Housing Authority (YCH)**

**Yolo County Housing  
Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence,  
Sexual Assault, or Stalking**

**Emergency Transfers**

**Yolo County Housing (YCH)** is concerned about the safety of its tenants, and such concern extends to tenants who are victims of domestic violence, dating violence, sexual assault, or stalking. In accordance with the Violence Against Women Act (VAWA)<sup>4</sup>, YCH allows tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an emergency transfer from the tenant's current unit to another unit. The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation.<sup>5</sup> The ability of YCH to honor such request for tenants currently receiving assistance, however, may depend upon a preliminary determination that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, and on whether YCH has another dwelling unit that is available and is safe to offer the tenant for temporary or more permanent occupancy.

This plan identifies tenants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to tenants on safety and security. This plan is based on a model emergency transfer plan published by the U.S. Department of Housing and Urban Development (HUD), the Federal agency that oversees that **Yolo County Housing** is in compliance with VAWA.

**Eligibility for Emergency Transfers**

A tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD's regulations at 24 CFR part 5, subpart L qualifies for an emergency transfer, if:

- The tenant expressly requests the transfer; and

Either:

- the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant remains within the same dwelling unit, or
- the tenant is a victim of sexual assault, the tenant reasonably believes there is a threat of imminent harm from further violence if the tenant remains in the same dwelling unit that the tenant is currently occupying, or the sexual assault occurred on the premise during the 90-day period preceding a request for an emergency transfer.

A tenant requesting an emergency transfer must expressly request the transfer in accordance with the procedures described in this plan.

Tenants who are not in good standing may still request an emergency transfer if they meet the eligibility requirements in this section.

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<sup>4</sup> Despite the name of this law, VAWA protection is available to all victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

<sup>5</sup> Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.

### **Emergency Transfer Request Documentation**

To request an emergency transfer, the tenant shall notify and submit a written request for a transfer to their YCH Housing Specialist at the property management office or the General Director at the YCH Administrative Office, 147 West Main Street, Woodland, CA 95695. YCH will provide reasonable accommodations to this policy for individuals with disabilities, including providing individualized assistance in completing forms. The tenant's written request for an emergency transfer should include either:

1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under YCH's program; OR
2. A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar-day period preceding the tenant's request for an emergency transfer.

The following HUD Forms (provided in this Plan) are available to assist the tenant with making their request:

- HUD Form 5382 - Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, and Alternate Documentation
- HUD Form 5383 - Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking

### **Confidentiality**

YCH will keep confidential any information that the tenant submits in requesting an emergency transfer, and information about the emergency transfer, unless the tenant gives YCH written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program. This includes keeping confidential the new location of the dwelling unit of the tenant, if one is provided, from the person(s) that committed an act(s) of domestic violence, dating violence, sexual assault, or stalking against the tenant. See the Notice of Occupancy Rights under the Violence Against Women Act For All Tenants for more information about YCH's responsibility to maintain the confidentiality of information related to incidents of domestic violence, dating violence, sexual assault, or stalking. This form is posted at all YCH offices and on line at the YCH website: [www.ych.ca.gov](http://www.ych.ca.gov).

### **Emergency Transfer Timing and Availability**

#### **Emergency Transfers: Public Housing Program**

YCH cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. YCH will, however, act as quickly as possible to move a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking to another unit, subject to availability and safety of a unit. If a tenant reasonably believes a proposed transfer would not be safe, the tenant may request a transfer to a different unit. If a unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. YCH may be unable to transfer a tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit.

If YCH has no safe and available units for which a tenant who needs an emergency is eligible, YCH will:

- Assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move; and
- Continue and expand partnerships to strengthen access to supportive services for victims including victim advocates, legal aid services and local law enforcement; and
- At the tenant's request, YCH will assist tenants in contacting local organizations that offer assistance to victims of domestic violence, dating violence, sexual assault, or stalking; and

- Seek opportunities for arrangements, including MOU's with neighboring housing providers, to facilitate moves (such as Sacramento Housing and Redevelopment Agency).

### **Emergency Transfers: Housing Choice Voucher (HCV) Program**

Tenant-based assistance: If you are a participant in the tenant-based HCV program and request an emergency transfer as described in this plan, YCH will assist you to move to a safe unit quickly using your existing voucher assistance. YCH will make exceptions to program regulations restricting moves as required and in accordance with the YCH Administrative Plan. YCH will expedite the administrative processes for participants requesting to transfer or port with their tenant-based voucher.

At your request, YCH will refer you to organizations that may be able to further assist you.

Project-based assistance: If you are assisted under the project-based voucher (PBV) program, you may request an emergency transfer under the following programs for which you are not required to apply:

- Tenant-based voucher, if available
- Project-based assistance in the same project (if a vacant unit is available and you determine that the vacant unit is safe)
- Project-based assistance in another development owned by YCH.

Emergency transfers under VAWA will take priority over waiting list admissions for these types of assistance. YCH will expedite the administrative processes for participants wishing to move to another PBV unit.

You may also request an emergency transfer under the following programs for which you are required to apply:

- Public housing program
- PBV assistance in another development not owned by the PHA

Emergency transfers will not take priority over waiting list admissions for these programs. At your request, the PHA will refer you to organizations that may be able to further assist you.

### **Safety and Security of Tenants**

Pending processing of the transfer and the actual transfer, if it is approved and occurs, the tenant is urged to take all reasonable precautions to be safe.

Tenants who are or have been victims of domestic violence are encouraged to contact the National Domestic Violence Hotline at 1-800-799-7233, or a local domestic violence shelter, **EMPOWER YOLO, 530-661-6336** (175 Walnut Street, Woodland, CA) for assistance in creating a safety plan. For persons with hearing impairments, the hotline can be accessed by calling 1-800-787-3224 (TTY).

Tenants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE, or visit the online hotline at <https://ohl.rainn.org/online/>.

Tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at:

<https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

### **Attachments To Be Provided:**

- YCH Notice of Occupancy Rights Under VAWA
- HUD Form 5382



**EXHIBIT 16-4: EMERGENCY TRANSFER REQUEST FOR CERTAIN VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING, FORM HUD-5383**

**EMERGENCY TRANSFER  
REQUEST FOR CERTAIN  
VICTIMS OF DOMESTIC  
VIOLENCE, DATING VIOLENCE,  
SEXUAL ASSAULT, OR STALKING**

**U.S. Department of Housing  
and Urban Development**

OMB Approval No. 2577-0286  
Exp. 06/30/2017

**Purpose of Form:** If you are a victim of domestic violence, dating violence, sexual assault, or stalking, and you are seeking an emergency transfer, you may use this form to request an emergency transfer and certify that you meet the requirements of eligibility for an emergency transfer under the Violence Against Women Act (VAWA). Although the statutory name references women, VAWA rights and protections apply to all victims of domestic violence, dating violence, sexual assault or stalking. Using this form does not necessarily mean that you will receive an emergency transfer. See your housing provider's emergency transfer plan for more information about the availability of emergency transfers.

**The requirements you must meet are:**

**(1) You are a victim of domestic violence, dating violence, sexual assault, or stalking.**

If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation. In response, you may submit Form HUD-5382, or any one of the other types of documentation listed on that Form.

**(2) You expressly request the emergency transfer.** Submission of this form confirms that you have expressly requested a transfer. Your housing provider may choose to require that you submit this form, or may accept another written or oral request. Please see your housing provider's emergency transfer plan for more details.

**(3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit.** This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

**OR**

**You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer.** If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you submit this form or otherwise expressly request the transfer.

**Submission of Documentation:** If you have third-party documentation that demonstrates why you are eligible for an emergency transfer, you should submit that documentation to your housing provider if it is safe for you to do so. Examples of third party documentation include, but are not limited to: a letter or other documentation from a victim service provider, social worker, legal assistance provider, pastoral counselor, mental health provider, or other professional from whom you have sought assistance; a current restraining order; a recent court order or other court records; a law enforcement report or records; communication records from the perpetrator of the violence or family members or friends of the perpetrator of the violence, including emails, voicemails, text messages, and social media posts.

**Confidentiality:** All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking, and concerning your request for an emergency transfer shall be kept confidential. Such details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections or an emergency transfer to you. Such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

**TO BE COMPLETED BY OR ON BEHALF OF THE PERSON REQUESTING A TRANSFER**

1. Name of victim requesting an emergency transfer: \_\_\_\_\_

2. Your name (if different from victim's) \_\_\_\_\_

3. Name(s) of other family member(s) listed on the lease: \_\_\_\_\_  
\_\_\_\_\_

4. Name(s) of other family member(s) who would transfer with the victim: \_\_\_\_\_  
\_\_\_\_\_

5. Address of location from which the victim seeks to transfer: \_\_\_\_\_

6. Address or phone number for contacting the victim: \_\_\_\_\_

7. Name of the accused perpetrator (if known and can be safely disclosed): \_\_\_\_\_

8. Relationship of the accused perpetrator to the victim: \_\_\_\_\_

9. Date(s), Time(s) and location(s) of incident(s): \_\_\_\_\_  
\_\_\_\_\_

10. Is the person requesting the transfer a victim of a sexual assault that occurred in the past 90 days on the premises of the property from which the victim is seeking a transfer? If yes, skip question 11. If no, fill out question 11. \_\_\_\_\_

11. Describe why the victim believes they are threatened with imminent harm from further violence if they remain in their current unit.  
\_\_\_\_\_  
\_\_\_\_\_

12. If voluntarily provided, list any third-party documentation you are providing along with this notice: \_\_\_\_\_

This is to certify that the information provided on this form is true and correct to the best of my knowledge, and that the individual named above in Item 1 meets the requirement laid out on this form for an emergency transfer. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Signature \_\_\_\_\_ Signed on (Date) \_\_\_\_\_



## MODEL OWNER NOTIFICATION OF RIGHTS AND OBLIGATIONS

### Yolo County Housing Authority (YCH)

#### NOTIFICATION OF YOUR RIGHTS AND OBLIGATIONS

#### UNDER THE VIOLENCE AGAINST WOMEN ACT (VAWA)

VAWA provides protections for Section 8 Housing Choice Voucher (HCV) and PBV applicants, tenants, and participants from being denied assistance on the basis or as a direct result of being a victim of domestic violence, dating violence, sexual assault and stalking.

##### **Purpose**

Many of VAWA's protections to victims of domestic violence, dating violence, sexual assault and stalking involve action by the public housing agency (PHA), but some situations involve action by owners of assisted housing. The purpose of this notice (herein called "Notice") is to explain your rights and obligations under VAWA, as an owner of housing assisted through [insert name of housing provider] HCV program. Each component of this Notice also provides citations to HUD's applicable regulations.

##### **Denial of Tenancy**

*Protections for applicants:* Owners cannot deny tenancy based on the applicant having been or currently being a victim of domestic violence, dating violence, sexual assault, or stalking. However, the applicant must be otherwise eligible for tenancy. (See 24 Code of Federal Regulations (CFR) 982.452(b)(1).)

##### **Eviction**

*Protections for HCV participants:* Incidents or threats of domestic violence, dating violence, sexual assault, or stalking will not be considered a serious or repeated lease violation by the victim, or good cause to terminate the tenancy of the victim (24 CFR 5.2005(c)). Protection also applies to criminal activity related directly to domestic violence, dating violence, sexual assault, or stalking, conducted by a member of a tenant's household or any guest or other person under the tenant's control, if the tenant or an affiliated individual of the tenant is the victim or threatened victim of such domestic violence, dating violence, sexual assault, or stalking (24 CFR 5.2005(b)(2)).

##### *Limitations of VAWA protections:*

a. Nothing in the VAWA Final Rule limits the authority of an owner, when notified of a court order, to comply with a court order with respect to (24 CFR 5.2005(d)(1)):

1) The rights of access or control of property, including civil protection orders issued to protect a victim of domestic violence, dating violence, sexual assault, or stalking; or

2) The distribution or possession of property among members of a household in a case.

b. Nothing in the VAWA Final Rule limits an owner from evicting a victim of domestic violence, dating violence, sexual assault, or stalking for a lease violation that is not premised on an act of domestic violence, dating violence, sexual assault, or stalking, as long as the owner does not subject the victim to more demanding standards than other tenants when deciding whether to evict. (See 24 CFR 5.2005(d)(2).)

c. Nothing in the VAWA Final Rule limits an owner from evicting a tenant (including the victim of domestic violence, dating violence, sexual assault, or stalking) if the owner can demonstrate an actual and imminent threat to other tenants or those employed at or providing services to the HCV property would be present if the tenant or lawful occupant is not evicted. (See 24 CFR 5.2005(d)(3).)

i. In this context, words, gestures, actions, or other indicators will be considered an “actual and imminent threat” if they meet the following standards: An actual and imminent threat consists of a physical danger that is real, would occur within an immediate time frame, and could result in death or serious bodily harm. In determining whether an individual would pose an actual and imminent threat, the factors to be considered include: the duration of the risk, the nature and severity of the potential harm, the likelihood that the potential harm will occur, and the length of time before the potential harm would occur. (See 24 CFR 5.2003.)

ii. Any eviction due to “actual and imminent threat” should be utilized by an owner only when there are no other actions that could be taken to reduce or eliminate the threat, including, but not limited to, transferring the victim to a different unit, barring the perpetrator from the property, contacting law enforcement to increase police presence or develop other plans to keep the property safe, or seeking other legal remedies to prevent the perpetrator from acting on a threat. Restrictions predicated on public safety cannot be based on stereotypes, but must be tailored to particularized concerns about individual residents. (See 24 CFR 5.2005(d)(4).)

### **Documentation of Domestic Violence, Dating Violence, Sexual Assault, or Stalking**

If an applicant or tenant requests VAWA protection based on status as a victim of domestic violence, dating violence, sexual assault, or stalking, the owner has the option to request that the victim document or provide written evidence to demonstrate that the violence occurred. However, nothing in HUD’s regulation requires a covered housing provider to request this documentation. (See 24 CFR 5.2007(b)(3).)

If the owner chooses to request this documentation, the owner must make such request in writing. The individual may satisfy this request by providing any one document type listed under 24 CFR 5.2007(b)(1):

- a. Form HUD-55383 (Self-Certification Form); or
- b. A document: 1) Signed by an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional or a mental health professional (collectively, “professional”) from whom the victim has sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse:  
2) Signed by the applicant or tenant; and  
3) That specifies, under penalty of perjury, that the professional believes in the occurrence of the incident of domestic violence, dating violence, sexual assault, or stalking that is the ground for protection and remedies under 24 CFR part 5, subpart L, and that the incident meets the applicable definition of domestic violence, dating violence, sexual assault, or stalking under 24 CFR 5.2003; or
- c. A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency; or
- d. At the discretion of a covered housing provider, a statement or other evidence provided by the applicant or tenant.

The owner must accept any of the above items (a – c). The owner has discretion to accept a statement or other evidence (d).

The owner is prohibited from requiring third-party documentation of the domestic violence, dating violence, sexual assault, or stalking, unless the submitted documentation contains conflicting information.

If the owner makes a written request for documentation, the owner may require submission of that documentation within 14 business days after the date that the individual received the written request for documentation. (24 CFR 5.2007(a)(2)). The owner may extend this time period at its discretion. During the 14 business day period and any granted extensions of that time, no adverse actions, such as evictions or terminations, can be taken against the individual requesting VAWA protection.

Once a victim provides documentation of domestic violence, dating violence, sexual assault, or stalking, the owner is encouraged to acknowledge receipt of the documentation in a timely manner.

If the applicant or tenant fails to provide documentation that meets the criteria in 24 CFR 5.2007 within 14 business days after receiving the written request for that documentation or within the designated extension period, nothing in VAWA Final Rule may be construed to limit the authority of the covered housing provider to:

- a. Deny admission by the applicant or tenant to the housing or program;
- b. Deny assistance under the covered housing program to the applicant or tenant;
- c. Terminate the participation of the tenant in the covered housing program; or
- d. Evict the tenant, or a lawful occupant that commits a violation of a lease.

An individual's failure to timely provide documentation of domestic violence, dating violence, sexual assault, or stalking does not result in a waiver of the individual's right to challenge the denial of assistance or termination, nor does it preclude the individual's ability to raise an incident of domestic violence, dating violence, sexual assault, or stalking at eviction or termination proceedings.

### **Moves**

A victim of domestic violence, dating violence, sexual assault, or stalking may move in violation of their lease if the move is required to protect their safety. If a move results in the termination of the Housing Assistance Payment Contract, the lease is automatically terminated.

### **Lease Bifurcation**

Owners may choose to bifurcate a lease, or remove a household member from a lease in order to evict, remove, terminate occupancy rights, or terminate assistance to such member who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking against an affiliated individual or other individual. (See 24 CFR 5.2009(a).) If an owner chooses to bifurcate the lease, the owner must comply with the reasonable time to establish eligibility under the covered housing program or find alternative housing following lease bifurcation provision in 24 CFR 5.2009(b). VAWA protections, including bifurcation, do not apply to guests or unreported members of a household or anyone else residing in a household who is not a tenant.

Eviction, removal, termination of occupancy rights, or termination of assistance must be effected in accordance with the procedures prescribed by federal, state, or local law for termination of leases.

To avoid unnecessary delay in the bifurcation process, HUD recommends that owners seek court-ordered eviction of the perpetrator pursuant to applicable laws. This process results in the underlying lease becoming null and void once the owner regains possession of the unit. The owner would then execute a new lease with the victim.

### **Evictions Due to “Actual and Imminent Threat” or Violations Not Premised on Abuse**

The VAWA Final Rule generally prohibits eviction on the basis or as a direct result of the fact that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualifies for assistance, participation or occupancy. (See 24 CFR 5.2005.)

However, the VAWA Final Rule does not prohibit an owner from evicting a tenant for any violation not premised on an act of domestic violence, dating violence, sexual assault, or stalking that is in question against the tenant or an affiliated individual of the tenant. Nor does the VAWA Final Rule prohibit an owner from evicting a tenant if the owner can demonstrate an actual and imminent threat to other tenants or those employed at or providing services to property of the owner would be present if that tenant or lawful occupant is not evicted or terminated from assistance. (See 5.2005(d)(2) and (3).)

In order to demonstrate an actual and imminent threat to other tenants or employees at the property, the covered housing provider must have objective evidence of words, gestures, actions, or other indicators that meet the standards in the following definition:

Actual and imminent threat refers to a physical danger that is real, would occur within an immediate time frame, and could result in death or serious bodily harm. In determining whether an individual would pose an actual and imminent threat, the factors to be considered include:

- The duration of the risk;
- The nature and severity of the potential harm;
- The likelihood that the potential harm will occur; and
- The length of time before the potential harm would occur.

(See 24 CFR 5.2003 and 5.2005(d)(2).)

### **Confidentiality**

Any information submitted to a covered housing provider under 24 CFR 5.2007, including the fact that an individual is a victim of domestic violence, dating violence, sexual assault, or stalking, must be maintained in strict confidence by the covered housing provider. (See 24 CFR 5.2007(c).)

Employees of the owner (or those within their employ, e.g., contractors) must not have access to the information unless explicitly authorized by the owner for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law (e.g., the information is needed by an employee to provide the VAWA protections to the victim).

The owner must not enter this information into any shared database, or disclose this information to any other entity or individual, except to the extent that disclosure is:

- a. Requested or consented to in writing by the individual (victim) in a time-limited release;
- b. Required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program; or
- c. Otherwise required by applicable law.

When communicating with the victim, owners must take precautions to ensure compliance with these confidentiality requirements.



## **Service Providers**

YCH has extensive relationships with local service providers. YCH staff are available to provide referrals to shelters, counselors, and advocates. These resources are also provided in YCH Annual and 5-Year Plan, Attachment to the Administrative Plan, VAWA Notice of Occupancy Rights, and Emergency Transfer Plan. A list of local service providers is attached to this Notice.

## **Definitions**

**Actual and imminent threat** refers to a physical danger that is real, would occur within an immediate time frame, and could result in death or serious bodily harm. In determining whether an individual would pose an actual and imminent threat, the factors to be considered include: the duration of the risk, the nature and severity of the potential harm, the likelihood that the potential harm will occur, and the length of time before the potential harm would occur.

**Affiliated individual**, with respect to an individual, means:

- (1) A spouse, parent, brother, sister, or child of that individual, or a person to whom that individual stands in the place of a parent or guardian (for example, the affiliated individual is a person in the care, custody, or control of that individual); or
- (2) Any individual, tenant, or lawful occupant living in the household of that individual.

**Bifurcate** means to divide a lease as a matter of law, subject to the permissibility of such process under the requirements of the applicable HUD-covered program and State or local law, such that certain tenants or lawful occupants can be evicted or removed and the remaining tenants or lawful occupants can continue to reside in the unit under the same lease requirements or as may be revised depending upon the eligibility for continued occupancy of the remaining tenants and lawful occupants.

**Dating violence** means violence committed by a person:

- (1) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (2) Where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - (i) The length of the relationship;
  - (ii) The type of relationship; and
  - (iii) The frequency of interaction between the persons involved in the relationship.

**Domestic violence** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction. The term "spouse or intimate partner of the victim" includes a person who is or has been in a social relationship of a romantic or intimate nature with the victim, as determined by the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship.

**Sexual assault** means any nonconsensual sexual act proscribed by Federal, tribal, or State law, including when the victim lacks capacity to consent.

**Stalking** means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- (1) Fear for the person's individual safety or the safety of others; or
- (2) Suffer substantial emotional distress.

**VAWA** means the Violence Against Women Act of 1994, as amended (42 U.S.C. 13925 and 42 U.S.C. 14043e et seq.).

**Attached:**

Legal services and the domestic violence resources for the Metro area

Form HUD-5382 Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

YCH VAWA Notice of Occupancy Rights

### **Emergency Transfers under VAWA [Notice PIH 2017-08]**

Except where special consideration is needed for the project-based voucher program, the PHA will follow VAWA policies as outlined in Chapter 16 Part IX of this administrative plan, including using the Emergency Transfer Plan as the basis for PBV transfers under VAWA (Exhibit 16-4).

HUD requires that the PHA include policies that address when a victim has been living in a unit for less than a year or when a victim seeks to move sooner than a tenant-based voucher is available.

#### **YCH Policy**

When the victim of domestic violence, dating violence, sexual assault, or stalking has lived in the unit for less than one year, the PHA will provide several options for continued assistance.

The PHA will first try to transfer the participant to another PBV unit in the same development or transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible.

If no units are available for an internal transfer, or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to either tenant-based rental assistance (HCV) or assistance in the PHA's public housing program. Such a decision will be made by the PHA based on the availability of tenant-based vouchers and/or vacancies in public housing units. Such families must be selected from the waiting list for the applicable program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, and stalking in both its HCV and public housing programs in order to expedite this process. See Section 4-III.C. of this administrative plan.

If a victim wishes to move after a year of occupancy in the unit, but no tenant-based vouchers are available, the PHA will offer the participant an internal transfer to another PBV unit in the same development or a transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible.

If no units are available for an internal transfer, or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to the PHA's public housing program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, and stalking as part of the public housing ACOP in order to expedite this process.

#### **18-II.G. TERMINATION OF ASSISTANCE [FR Notice 3/23/12]**

With the exception of terminations for failure to receive case management, HUD has not established any alternative requirements for termination of assistance for VASH participants. However, prior to terminating VASH participants, HUD strongly encourages PHAs to exercise their discretion under 24 CFR 982.552(c)(2) as outlined in Section 12-II.D. of this policy and consider all relevant circumstances of the specific case. This includes granting reasonable accommodations for persons with disabilities, as well as considering the role of the case manager and the impact that ongoing case management services can have on mitigating the conditions that led to the potential termination.

VASH participant families may not be terminated after admission for a circumstance or activities that occurred prior to admission and were known to the PHA but could not be considered at the time of admission due to VASH program requirements. The PHA may terminate the family's assistance only for program violations that occur after the family's admission to the program.

##### **Cessation of Case Management**

As a condition of receiving HCV rental assistance, a HUD-VASH-eligible family must receive case management services from the VAMC or CBOC. A VASH participant family's assistance must be terminated for failure to participate, without good cause, in case management as verified by the VAMC or CBOC.

However, a VAMC or CBOC determination that the participant family no longer requires case management is not grounds for termination of assistance and the family is still eligible for assistance under the HCV program. In such a case, at its option, the PHA may offer the family continued HCV assistance through one of its regular vouchers. If the PHA has no voucher to offer, the family will retain its VASH voucher until such time as the PHA has an available voucher for the family.

##### **VAWA [HUD VASH Qs and As and Notice PIH 2017-08]**

When a veteran's family member is receiving protection under VAWA because the veteran is the perpetrator of domestic violence, dating violence, sexual assault, or stalking, the victim must continue to be assisted. Upon termination of the perpetrator's VASH assistance, the victim should be given a regular HCV if one is available, and the perpetrator's VASH voucher should be used to serve another eligible veteran family. If a regular HCV is not available, the victim will continue to use the VASH voucher even after the perpetrator's assistance is terminated.

## REQUIRED CERTIFICATIONS

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

**U.S. Department of Housing and Urban  
Development**  
Office of Public and Indian Housing  
OMB No. 2577-0226  
**Expires 09/30/2027**


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

I, Ken Hiatt, the City Manager certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal year 2025 of the CA044 - Housing Authority of the County of Yolo is consistent with the Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the City of Woodland pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

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

YCH's PHA plan is consistent with the City of Woodland's Consolidated Plan in that many of the stated goals are consistent with those outlined in the Consolidated Plan. These include increasing the supply of affordable housing, expanding homeownership opportunities, and improving existing housing.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official:	<b>Ken Hiatt</b>	Title:	<b>City Manager</b>
Signature:		Date:	<u>4/1/2025</u>

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

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Form identification:** CA044-Housing Authority of the County of Yolo form HUD-50077-SL (Form ID - 3635) printed by Ian Evans in HUD Secure Systems/Public Housing Portal at 04/01/2025 10:23AM EST

**Certification of Compliance with PHA Plan  
and Related Regulations  
(Standard, Troubled, HCV-Only, and High  
Performer PHAs)**

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
**OMB No. 2577-0226**  
**Expires 09/30/2027**

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 07/2025, in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR

§ 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

8. For PHA Plans that include a policy for site-based waiting lists:

- The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);
- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
- Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
- The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
- The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).

9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.

10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.

11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.

12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.

16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.

18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.

19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.



20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

**Housing Authority of the County of Yolo****CA044**

PHA Name

PHA Number/HA Code

X Annual PHA Plan for Fiscal Year **2025**X 5-Year PHA Plan for Fiscal Years **2025 - 2029**

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Executive Director **MR Ian Evans**

Name Board Chairman

**Richard Lansburg**Signature *Ian Evans* Date **4/1/2025**Signature *Richard Lansburg* Date **4/1/2025**

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Form identification:** CA044-Housing Authority of the County of Yolo form HUD-50077-ST-HCV-HP (Form ID - 1012) for CY 2025 printed by Ian Evans in HUD Secure Systems/Public Housing Portal at 04/01/2025 10:50AM EST

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