



	<p>The Violence against Women Act (VAWA) provides special protections for victims of domestic violence, dating violence, sexual assault, stalking, and human trafficking who are applying for or receiving assistance under the housing choice voucher (HCY) program. Although the VAWA 2022 statute does not specifically include human trafficking in the list of victims protected under VAWA, in 2022 HUD began including human trafficking as part of the list of victims protected under VAWA (as seen in Notices PIH 2022-06, PIH 2022-22, and PIH 2022-24). In the absence of a final rule implementing VAWA 2022 and to mirror HUD's recent usage, this policy includes human trafficking in addition to domestic violence, dating violence, sexual assault, and stalking anywhere such a list appears. The PHA maintains an updated Administrative Plan which 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, Stalking and Human Trafficking"; 10-I.A, "Allowable Moves"; 10-I.B, "Restrictions on Moves"; 12-II.E, "Terminations Related to Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking"; and 12-II.F, "Termination Notice." The PHA provides all participants with HUD 5380 Notice of Occupancy Rights and HUD 5382 VAWA certification. As the landlord of PBV tenants we use and also require HCV landlords to use the VAWA lease addendum HUD 91067. The Authority also maintains a transfer policy that prioritizes residents needing to move due to domestic violence. VAWA applicants who are displaced receive a preference for admission. The Housing Authority refers residents, Section 8 participants, and applicants who are victims or threatened victims of domestic violence, dating violence, sexual assault or stalking to the Perth Amboy Police Department's Domestic Violence Response Team for counseling and other assistance.</p>
<b>C.</b>	<b>Other Document and/or Certification Requirements.</b>
C.1	<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>C.1. Significant Amendment or Modification</b> The following actions shall be considered a "significant amendment" or "substantial deviation": • A change in the organization of the waiting lists or administrative plan that would impact more than 20 percent of current applicants or participants. • Increase in the allocation of 10 percent or more of regular vouchers (From project 006) for use in an additional project based voucher (PBV) development. This does not include vouchers which are received specifically for a PBV project. • The demolition or disposition of current PBV units at Hansen RAD or Dunlap RAD. • Undertaking of new development activities not in the 5-year plan.</p>
C.2	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?  Y <input type="checkbox"/> N <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  <b>A Resident Advisory Board (RAB) meeting was held December 10, 2024 2-4pm at HAPA's main office to review and discuss the PHA Plan. Five HCV Program participants attended and there were no comments on the Plan.</b></p>
C.3	<p><b>Certification by State or Local Officials.</b></p> <p>Form HUD-50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p><b>Required Submission for HUD FO Review.</b></p> <p>(a) Did the public challenge any elements of the Plan?  Y <input type="checkbox"/> N <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
<b>D.</b>	<b>Affirmatively Furthering Fair Housing (AFFH).</b>
D.1	<p><b>Affirmatively Furthering Fair Housing.</b> (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)</p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p>

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## **B.2 Goals and Objectives**

### **RAD PBV Dunlap and Hansen**

1. Revise the Tenant Selection Plan for HOTMA and LIHTC compliance
2. Increase usage of the tenant portal for work order requests, rent pay, and document submission
3. Reduce average turnover rate to 45-60 days
4. Improve efficiency and effectiveness of work order system in PHA-Web
5. Review/Revise tenant lease and addendums

### **HCV/PBV**

1. Revise/Implement Admin Plan
2. Implementation of HOTMA/NSPIRE changes
3. Maintain voucher utilization at 99%
4. Increase usage of the participant portal for submission of documents
5. Increase usage of the landlord portal
6. Increase enforcement of participant program violations
7. Reopen waiting lists and conduct lotteries for HCV, PBV RAD and PBV programs

### **FSS/Homeownership**

1. Maintain an average of 75 enrollments per year
2. Achieve 2 new closings of HCV participants annually

### **Finance**

1. Continue to provide a budget surplus each year to pay down OPEB/pension liability
2. Continuing use of HUD's Two-Year Tool to maximize budget utilization for Section 8 HCV Program.
3. Improve rent collection to ensure timely and full payments
4. Implement Positive Pay with our bank to avoid fraudulent activity
5. Review current Tenants Accounts Receivable to determine collectability and write off what is deemed uncollectible.
6. Review 20-year plan adopted when converted to RAD to determine if updates need to be made.

### **PHA Organizational Goals**

1. Revise the personnel and employee handbooks
2. Implement safety and emergency plans
3. Anticipate and plan for staff retirements, resignations and terminations
4. Create a structured new employee onboarding process, training program and performance evaluation system

5. Continue to improve cybersecurity by implementing best practices and training staff on a regular basis as indicated by insurance carrier
6. Replace/Upgrade laptops, printers and scanners as needed
7. Increase training in cybersecurity and use of software

## **B.3. Progress Report**

### **PHA'S Progress of Missions and Goals:**

#### **PHA Goal: To convert 60 Public Housing units to the Rental Assistance Demonstration Program**

The Authority closed on the 29 units at Willow Pond (NJ006000014) in 2021. All public housing units were converted to RAD PBV effective 9/1/21. The remaining 31 public housing units at Parkview (NJ006000013) closed 3/31/22 ahead of the PAHA's 4/1/22 fiscal year start. All former PH units have been successfully converted to RAD PBV. This goal is complete.

#### **PHA Goal: Low Income Housing Tax Credit Compliance**

Staff continue to work with the Dunlap and Hansen RAD investors to ensure all 360 files are IRS compliant. The RAD tenant files are monitored and audited on an annual basis. Training for administrative and maintenance staff continues annually. The tenant files and properties will continue to be audited and inspected by PNC and the NJ HMFA. This goal is complete.

#### **PHA Goal: Property Management Policies and Procedures**

Property management staff and maintenance supervisors continue to review and revise all procedures to ensure compliance with RAD/PBV regulations, develop maintenance and preventive maintenance protocols, and focus efforts on tenant lease compliance. During 2023 work order procedures were reviewed and revised to better utilize technology in the process. During 2024 tenants will be educated and encouraged to use the on-line portal to submit work order requests and pay rent. Staff will also focus on reducing turnover time in reoccupying vacant units. This goal is on-going.

**PHA Goal: Housing Choice Voucher and Project Based Voucher Policy Development and Implementation** A draft admin plan incorporating HOTMA changes is complete, and the Authority will meet with tenants and the resident advisory board to obtain input during the 5 - year planning process. The new policy will be implemented no later than 1/1/2025.

**PHA Goal-Housing Choice Voucher Participant Program Compliance:** This effort is on-going. It will be supported by the update in program policies and procedures as stated above.

#### **PHA Goal: Staff Development**

The Authority continues to assess staff training needs and provide training and continuing education on an annual basis. Staff continue to be cross trained and prepared to take on more

responsibility/opportunities. The Authority continues to prepare for staff retirements and resignations. HOTMA and NSPIRE implementation training is the current training priority. This activity is on-going.

### **PHA Goal: Technology**

The Authority successfully implemented on-line application processing for both the RAD PBV and HCV programs in 2022. Applicants applied on-line and can submit documentation, update their applications, and see their waiting list status through the portal. Staff continue to use web-based document storage to increase efficiency in operations. The current focus is to educate tenants and participants to use the online portals to submit documentation for recertification, pay rent and submit work orders.

The authority is also enrolling landlords in the HCV landlord portal. Technology improvements remain on-going.

The Authority also continues to improve cybersecurity by implementing best practices and training staff on a regular basis. The Authority obtained cybersecurity insurance to further protect PII of program participants. This activity is on-going.

### **PHA Goal: Waiting Lists**

The Authority reopened the waiting lists for the PBV and HCV programs during 2022. This goal is complete.

### **PHA Goal: Promote self-sufficiency and asset development of assisted households**

The Authority was awarded \$224,645 to continue its FSS program for calendar year 2024. The Authority enrolled 12 new participants during FYE 3/31/24. The Authority's goal is to maintain an average of 75 enrollments each year. This goal has been achieved or exceeded every year.

**PHA Goal: Increase assisted housing choices - Provide homeownership opportunities to families.**

Not less than 2 new participants will be attracted annually into the Section 8 Voucher Homeownership Program. Four participants successfully purchased homes during FYE 3/31/24 using their vouchers. This goal remains on-going.

<p><b>Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)</b></p>	<p><b>U.S. Department of Housing and Urban Development</b>                  Office of Public and Indian Housing                  OMB No. 2577-0226                  Expires <b>09/30/2027</b></p>
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**Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan**

I, Helmin J. Caba, the Mayor certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal year 2025 of the NJ006 - Perth Amboy Housing Authority 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 Perth Amboy, NJ 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.

The PHA Plan's contents are consistent with the Consolidated Plan as its focus is maintaining and providing decent and affordable housing, continuing promotion of self-sufficiency, expanding economic opportunities and increasing assisted housing choices for residents of the City of Perth Amboy.

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>Helmin J. Caba</b>	Title:	<b>Mayor</b>
Signature:		Date:	<u>1/10/2025</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:** *NJ006-Perth Amboy Housing Authority form HUD-50077-SL (Form ID - 1025) printed by Pia Amos in HUD Secure Systems/Public Housing Portal at 01/10/2025 09:37AM EST*