



Reading Housing Authority

Agency Plan

Annual Plan for Year Five of the Five-Year Plan

For Fiscal Year Beginning April 1, 2024

Providing the foundation for people to find a home of hope and achieve their aspirations

Reading Housing Authority
400 Hancock Boulevard
Reading, PA 19611

PA009

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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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	PHA Name: Reading Housing Authority_____ PHA Code: PA009_ PHA Type: ☒ Standard PHA ☐ Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): 04/01/2024_____ PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units _1615_____ Number of Housing Choice Vouchers (HCVs) _615_____ Total Combined Units/Vouchers _2230_____ PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission Availability of Information. PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) <table border="1"> <thead> <tr> <th data-bbox="167 1472 443 1541">Participating PHAs</th> <th data-bbox="443 1472 573 1541">PHA Code</th> <th data-bbox="573 1472 873 1541">Program(s) in the Consortia</th> <th data-bbox="873 1472 1146 1541">Program(s) not in the Consortia</th> <th colspan="2" data-bbox="1146 1472 1471 1507">No. of Units in Each Program</th> </tr> <tr> <th></th> <th></th> <th></th> <th></th> <th data-bbox="1146 1507 1289 1541">PH</th> <th data-bbox="1289 1507 1471 1541">HCV</th> </tr> </thead> <tbody> <tr> <td data-bbox="167 1541 443 1640">Lead PHA:</td> <td data-bbox="443 1541 573 1640"></td> <td data-bbox="573 1541 873 1640"></td> <td data-bbox="873 1541 1146 1640"></td> <td data-bbox="1146 1541 1289 1640"></td> <td data-bbox="1289 1541 1471 1640"></td> </tr> <tr> <td data-bbox="167 1640 443 1738"></td> <td data-bbox="443 1640 573 1738"></td> <td data-bbox="573 1640 873 1738"></td> <td data-bbox="873 1640 1146 1738"></td> <td data-bbox="1146 1640 1289 1738"></td> <td data-bbox="1289 1640 1471 1738"></td> </tr> <tr> <td data-bbox="167 1738 443 1837"></td> <td data-bbox="443 1738 573 1837"></td> <td data-bbox="573 1738 873 1837"></td> <td data-bbox="873 1738 1146 1837"></td> <td data-bbox="1146 1738 1289 1837"></td> <td data-bbox="1289 1738 1471 1837"></td> </tr> <tr> <td data-bbox="167 1837 443 1913"></td> <td data-bbox="443 1837 573 1913"></td> <td data-bbox="573 1837 873 1913"></td> <td data-bbox="873 1837 1146 1913"></td> <td data-bbox="1146 1837 1289 1913"></td> <td data-bbox="1289 1837 1471 1913"></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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B.	Plan Elements
B.1	Revision of Existing PHA Plan Elements. (a) Have the following PHA Plan elements been revised by the PHA? Y N ☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs ☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. ☐ ☒ Financial Resources. ☐ ☒ Rent Determination. ☐ ☒ Operation and Management. ☐ ☒ Grievance Procedures. ☐ ☒ Homeownership Programs. ☐ ☒ Community Service and Self-Sufficiency Programs. ☐ ☒ Safety and Crime Prevention. ☐ ☒ Pet Policy. ☐ ☒ Asset Management. ☐ ☒ Substantial Deviation. ☐ ☒ Significant Amendment/Modification (b) If the PHA answered yes for any element, describe the revisions for each revised element(s): (c) The PHA must submit its Deconcentration Policy for Field Office review.
B.2	New Activities. (a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year? Y N ☐ ☒ Hope VI or Choice Neighborhoods. ☒ ☐ Mixed Finance Modernization or Development. ☐ ☒ Demolition and/or Disposition. ☐ ☒ Designated Housing for Elderly and/or Disabled Families. ☐ ☒ Conversion of Public Housing to Tenant-Based Assistance. ☐ ☒ Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD. ☐ ☒ Occupancy by Over-Income Families. ☐ ☒ Occupancy by Police Officers. ☐ ☒ Non-Smoking Policies. ☒ ☐ Project-Based Vouchers. ☐ ☒ Units with Approved Vacancies for Modernization. ☒ ☐ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). (b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.
B.3	Progress Report. Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. See attachment

B.4	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. The Reading Housing Authority Capital Fund Program 5-Year Action Plan was approved in EPIC on 04/26/2023
B.5	Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y N ☐ ☒ (b) If yes, please describe:
C.	Other Document and/or Certification Requirements.
C.1	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the PHA Plan? Y N ☒ ☐ (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
C.2	Certification by State or Local Officials. Form HUD 50077-SL, <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.
C.3	Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y N ☐ ☒ If yes, include Challenged Elements.
C.5	Troubled PHA. (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y N N/A ☐ ☐ ☒ (b) If yes, please describe:

D.	Affirmatively Furthering Fair Housing (AFFH).						
D.1	Affirmatively Furthering Fair Housing (AFFH). Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item. <table border="1" data-bbox="181 485 1450 934"> <tr> <td data-bbox="181 485 1450 527">Fair Housing Goal:</td></tr> <tr> <td data-bbox="181 527 1450 934"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td></tr> </table> <table border="1" data-bbox="181 959 1450 1373"> <tr> <td data-bbox="181 959 1450 1001">Fair Housing Goal:</td></tr> <tr> <td data-bbox="181 1001 1450 1373"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td></tr> </table> <table border="1" data-bbox="181 1398 1450 1852"> <tr> <td data-bbox="181 1398 1450 1440">Fair Housing Goal:</td></tr> <tr> <td data-bbox="181 1440 1450 1852"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td></tr> </table>	Fair Housing Goal:	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>	Fair Housing Goal:	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>	Fair Housing Goal:	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>
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Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

- A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Plan Elements. All PHAs must complete this section.

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.” (24 CFR §903.7)

☐ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA’s procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)). A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

☐ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

☐ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

☐ **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. (24 CFR §903.7(e))

☐ **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

☐ **Homeownership Programs.** A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

☐ **Community Service and Self-Sufficiency Programs.** Describe how the PHA will comply with the requirements of (24 CFR §903.7(l)). Provide a description of: 1) Any programs relating to services and amenities provided or offered to assisted families; and 2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(l))

☐ **Safety and Crime Prevention (VAWA).** Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

☐ **Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

☐ **Asset Management.** State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

☐ **HOPE VI or Choice Neighborhoods.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. (Notice PIH 2011-47)

☐ **Mixed Finance Modernization or Development.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

☐ **Demolition and/or Disposition.** With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and **2)** A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

☐ **Designated Housing for Elderly and Disabled Families.** Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission; **5)** the number of units affected and; **6)** expiration date of the designation of any HUD approved plan. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

☐ **Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

☐ **Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

☐ **Occupancy by Over-Income Families.** A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: **(1)** There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; **(2)** The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; **(3)** The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; **(4)** The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and **(5)** The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may

incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.503\)](#) (24 CFR 903.7(b))

☐ **Occupancy by Police Officers.** The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.505\)](#) (24 CFR 903.7(b))

☐ **Non-Smoking Policies.** The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21 and Notice PIH-2017-03. \(24 CFR §903.7\(e\)\)](#)

☐ **Project-Based Vouchers.** Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan [\(24 CFR §903.7\(b\)\)](#).

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

☐ **Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. [\(24 CFR §903.7\(r\)\(1\)\)](#)

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section [\(24 CFR §903.7 \(g\)\)](#). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. [\(24 CFR §903.7\(p\)\)](#)

C. Other Document and/or Certification Requirements.

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. [\(24 CFR §903.13\(c\), 24 CFR §903.19\)](#)

C.2 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. [\(24 CFR §903.15\)](#). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting 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*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154 or 24 CFR 5.160(a)(3) as applicable; (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. [\(24 CFR §903.7\(o\)\)](#).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

C.5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." [\(24 CFR §903.9\)](#)

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: “To implement goals and priorities in an AFH, strategies and actions shall be included in program participants’ ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing” Use the chart provided to specify each fair housing goal from the PHA’s AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless , the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own 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 maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 7.52 hours 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.

Privacy Act Notice. 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.

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

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

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

I, Eddie Moran, the Mayor
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years 2021 - 2025 and/or Annual PHA Plan for
fiscal year 2024/2025 of the Reading Housing Authority is consistent with the
PHA Name

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

City of Reading, Pennsylvania
Local Jurisdiction Name

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 Reading Housing Authority public housing program is identified in the *City of Reading Five
Year Strategic Plan* (Consolidated Plan for PY2019 – 2024) needs assessment as a resource in
providing assistance through the public housing and housing choice voucher programs. In the
Analysis of Impediments to Fair Housing Choice, the programs are identified as a resource for cost-
burdened households residing in the jurisdiction.

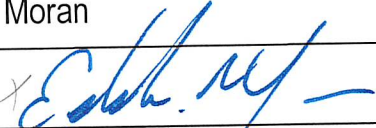
I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will
prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C.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

Name of Authorized Official:

Eddie Moran

Title:

Mayor

Signature: 

Date:

10/23/23

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.

Civil Rights Certification (Qualified PHAs)

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

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year 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 fiscal year beginning 04/01/2024 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

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. 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.

Reading Housing Authority _____
PHA Name

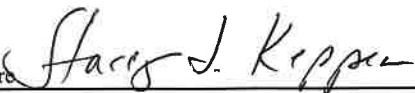
PA009 _____
PHA Number/HA Code

I hereby certify that all the statement above, 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: Stacey J. Keppen

Name of Board Chairperson: Lorena Keely

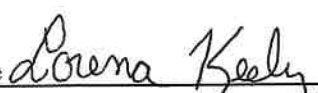
Signature



Date

12/05/2023

Signature



Date

12/05/2023

The United States Department of Housing and Urban Development is authorized to collect 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. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

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

Certifications 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 3/31/2024

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or 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 04/01/2022, 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).

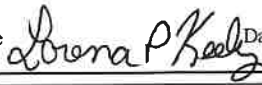
Reading Housing Authority
PHA Name

PA009
PHA Number/HA Code

☒ Annual PHA Plan for Fiscal Year 2024-2025

☐ 5-Year PHA Plan for Fiscal Years 20__ - 20__

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	Stacey J. Keppen	Name Board Chairman	Lorena P. Keely
Signature		Signature	
Date:	12/05/2023	Date:	12/05/2023

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

Reading Housing Authority
PUBLIC HOUSING AGENCY PLAN
Addendum to Submission for Plan Year beginning April 1, 2024

- Availability of Information

The proposed PHA Plan, plan elements and all information relevant to the public hearing and proposed plan are available for inspection by the public, including those items contained in the standard Annual Plan but excluded from this streamlined plan, by visiting www.readingha.org, by request at 610-775-4813, or via posting in the following locations:

- William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA 19611
- Glenside Homes Property Management Office, 1301 Schuylkill Avenue, Reading, PA 19601
- Eisenhower Apartments Property Management Office, 835 Franklin Street, Reading, PA 19602

As the Oakbrook Homes Property Management Office, 1001 Scott Street, is under construction, in-person request for public inspection should be directed to 400 Hancock Boulevard, which is also located in the Oakbrook Homes Public Housing community.

- Statement of Housing Needs

Reading Housing Authority (RHA) serves the jurisdiction of the City of Reading, Pennsylvania. The City of Reading continues to operate under the *City of Reading Five Year Strategic Plan (Consolidated Plan for PH2019 – 2024)*. As such, the excerpts recorded in the approved Five-Year Plan for Reading Housing Authority remain unchanged.

RHA continues to conclude that our agency's programs serve as a vital resource in meeting the above-referenced goals in providing decent, affordable housing, creating suitable living environments, addressing homelessness, and adding to the stock of units affordable to varying populations when opportunities permit.

At the time of this writing, there are 3,334 individuals residing in 1,593 households in the Public Housing Program, which consists of 1,610 rental units. Of these households, 86% are "Extremely Low-Income (ELI)" at the time of admission, in relation to current income limits. The demand for residency within the RHA Public Housing Program remains extremely high. Public Housing waitlists were last opened for application for four days in April 2023, and of the 2,496 unduplicated applications received, 760 applicant households were placed on the waiting list, which represents the approximate number of applications necessary to fill the predicted number of vacancies that will occur in the upcoming eighteen months. The annualized occupancy rate in Public Housing for the most recent 12 months is 98.5%, demonstrating RHA's commitment to housing the highest number of persons possible based upon existing resources.

Of the 1,854 individuals and 774 households served on this date in the Housing Choice Voucher Program (HCVP), Mainstream and Emergency Housing Voucher Programs, 83%, were ELI at the time of admission, in relation to current income limits. RHA is on track to expend HCVP funds in alignment, as reasonably possible, with department goals at or near 100%. The year-to-date utilization of Annual Budget Authority as of 9/30/23 is 79.8%, and utilization of total funds available is 73.2%. The greatest challenge to utilization is the absence of quality rentals in the jurisdiction, followed next by the effects of inflation upon the increasing rent costs. It is anticipated that the

increase in Fair Market Rents for 2024 will help to address these obstacles. Because of the number of households currently on the Housing Choice Voucher Program waitlist, coupled with increase in rental costs and decrease in available units, the waiting list for this program has not opened during this Fiscal Year. There are currently 284 applicant families on the waiting list for the Housing Choice Voucher Program.

In addition to Public and Indian Housing (PIH) voucher programs, RHA continues to operate a program under the HUD Community Planning and Development/HEARTH program, with approximately 40 formerly homeless individuals presently served and 23 additional vouchers having been awarded for expansion through the Continuum of Care application process.

Based upon data related to income and utilization in both the Public Housing and Voucher Programs, it is the conclusion of Reading Housing Authority that the operations of the agency's primary programs remain highly valuable to the local community.

- Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions – No policy changes are being proposed to these policies. See Admissions & Continued Occupancy Policy.
- Financial Resources – Reading Housing Authority presents the following resources as of March 31, 2023, as available to support the public housing and tenant-based assistance programs, and the planned use for these resources.

Source: Audited Financial Statements for FY ending 03/31/2023:

Breakdown of Revenue by Category

	<u>2023</u>
Total Tenant Revenue	\$ 9,006,127
HUD Operating Subsidies/ Capital Contributions	16,880,155
Other Revenue	<u>871,020</u>
Total Revenue	<u><u>\$ 26,757,302</u></u>

- Rent Determination - No policy changes are being proposed to these policies. See Admissions & Continued Occupancy Policy.
- Homeownership Programs – Reading Housing Authority does not administer nor intend to undertake any homeownership programs in the upcoming Fiscal Year.
- Safety and Crime Prevention – Reading Housing Authority shall continue to assist victims of domestic violence, dating violence, sexual assault and stalking through services provided by the organization's Resident Services Coordinators and Community Police Officers.
- Pet Policy - No policy changes are being proposed to these policies. See Admissions & Continued Occupancy Policy.

- Substantial Deviation and Significant Amendment/Modification – Reading Housing Authority has defined a “substantial deviation” or “significant amendment” as a change to the agency plan that represents more than a 40% change in capital fund work items, or a change in policy, program or procedure that does not result from a HUD funding shortfall, HUD-mandated regulation change or judicial decree. In the event of a qualified substantial deviation or significant amendment/modification to the Agency Plan, RHA shall undertake all proper methods in plan preparation, including public notice, engaging resident input, public hearing, consultation for consistency within the jurisdiction and the seeking of HUD approval.
- New Activities – For FY beginning April 1, 2024, Reading Housing Authority proposes to undertake the following initiatives which would constitute new activities:
 - Project-Based Voucher Program: A Project-Based Voucher Program was identified in the plan for 2023-2024. No action has been taken on this plan to date. Reading Housing Authority will consider this undertaking in the upcoming Fiscal Year, based upon challenges faced by program participants and in consideration of housing goals within the jurisdiction.
 - Conventional Public Housing Development: A plan to develop additional Conventional Public Housing was identified in the plan for 2023-2024. No action has been taken on this plan to date. Reading Housing Authority will consider this undertaking in the upcoming Fiscal Year, via a Faircloth-to-RAD program design.
- Progress Report: Goals and Objectives for April 1, 2020 – March 31, 2025

GOAL: Provide Housing Choices

Objectives:

- Expand rental-subsidy program as suitable opportunities become available
- Develop a program to prepare and incentivize residents in their pursuit of market-rate options
- Develop solutions to meet the housing needs of sub-populations
- Participate with the City of Reading and other stakeholders to improve upon housing, redevelopment and economic needs in the jurisdiction

Progress on goal:

- In addition to employment, education and financial literacy programs, the ROSS-SC program has aided some residents in attaining market-rate rentals and connecting with opportunities through the local Habitat for Humanity and a local housing counseling agency on credit repair programming to pursue homeownership. By helping residents in their pursuit of market-rate units, valuable housing resources are made available for those who are most in need within the jurisdiction.
- RHA remains involved with local community development work groups, including the 18th Ward Oakbrook Neighborhood Development and Economic Revitalization (18th Wonder) Improvement Association, the County of Berks Smart Growth Housing Committee and in routine collaboration with our neighboring PHA, Berks County Housing Authority.

- RHA played an active role in the City of Reading community outreach and planning processes, including participation in the Consolidated Plan and Equity Plan interviews, data sharing, focus groups and public hearings.

GOAL: Improve Resident Connections

Objectives:

- Evaluate our business model to ensure that it reflects the changing needs of our customers
- Develop a plan to operationalize our Impact, Mission & Values statements

Progress on goal:

- RHA continues to utilize many of the efficiencies and technologies gleaned through the impact upon the workplace related to the COVID-19 pandemic, including telephonic and virtual meetings and interviews, and communication strategies such as the use of text blasts instead of paper flyers. Concurrently, offices have resumed more traditional methods of customer service including in-person/walk-in property management interaction in response to customer needs and desires. RHA has also sought less traditional resources such as private grants to incorporate new technologies when insufficient funds are available to meet identified needs.
- Minimal progress has been made in relation to RHA Strategic Statements due to the ongoing recovery from pandemic conditions, including as related to increases in employee separations and challenges in workforce development.

GOAL: Deliver Human Services

Objectives:

- Provide services that support a zero-eviction philosophy and help to meet the agency's mission
- Develop outcome-driven programming that responds to trends which negatively affect our communities
- Partner with and help to develop strong, capable Resident Councils

Progress on goal:

- Service Coordinators worked extensively with agency clientele, partner agencies and property management to address the lingering impact of the pandemic and eviction moratorium upon tenant account receivables, which is the single greatest precursor to lease termination. For the Fiscal Year to date, RHA has recorded 159 episodes with 128 unduplicated residents in which staff intervened to avoid actual or possible lease terminations. Additional interventions include those which focus on budgeting, mental health issues, home maintenance, neighbor relations, and general compliance with lease obligations.
- An emphasis on programming that addresses health inequities has received heightened attention this year, and has included mobile health clinics, dental services and programs to address food insecurity. An increase in criminal activity

among young adults (both in RHA public housing communities and the surrounding jurisdiction) has resulted in increased involvement in youth services and local prevention efforts. The largest undertaking of the reporting period has been the groundbreaking for the Oakbrook Homes Center for Community Services, which will provide “one-stop shopping” for residents in the form of childcare, shared space for human service providers and educational institutions, a food pantry, and senior center.

- Through the support of Resident Services staff, elected officers of other resident councils and the RHA Resident Commissioner, RHA has seen the resurgence of a resident council that had failed to exist for several years. The collective result is that all eight public housing communities now possess duly elected and fully functional resident councils, all of whom conduct monthly meetings, engage in social and educational activities, perform fundraising, and serve as the representative voice in interactions with Reading Housing Authority, the jurisdiction’s elected officials and various local non-profit and public agencies. The RHA Citywide Resident Council is presently engaged in a curriculum of leadership development training with the Reading Area Community College, through RHA’s allocation of Resident Participation Funds.

GOAL: Build Operational Capability

Objectives:

- Improve focus on staff capacity, development and collaboration
- Make effective use of technology to improve customer service, enhance communication and reduce administrative burden
- Ensure policy-driven practice through the organization
- Emphasize efficiency by managing risk, waste and abuse
- Strategically communicate the RHA history, state of the operation and potential to the larger community

Progress on goal:

- The RHA Management Team is continuing on its path of leadership development. Resources have been committed this year to ensure the supervisory skills of an important managerial complement that experienced 100% turnover.
- Technology advances during this fiscal year have included the implementation of a mobile device project, ensuring that all maintenance personnel have and make use of tablets for all types of work orders and inspections. The outcomes of the project include the availability of timely results, improved documentation for resident billing and record-keeping, access to web-based training and technical assistance, and standardized means for quality control.
- Significant advances in purchasing and inventory control have occurred during this fiscal year to date due to an emphasis on data mining, internal personnel engagement and training, and improvements to vendor/contractor management. While global inventory constraints and labor shortages continue to impact our ability to procure materials necessary to meet our maintenance functions, new internal processes are resulting in an increased ability to plan, forecast and manage costs, thus reducing waste.

- Fiscal Year Audit – *Attached*
- Resident Advisory Board Comments – *Attached*

Reading Housing Authority

Comments from/Responses to the RHA Citywide Resident Council/Resident Advisory Board
For the Annual Plan
for Plan Year beginning 04/01/2024

Source	Comments	Response
Glenside Resident Council	Regarding the Pet Policy: "Pet Policy should remain the same. (Residents who paid a deposit at the time when deposits were required) should get that money credited to their rent, not when they move"	RHA will process all existing pet deposits for refunds in 2024.
	Regarding over-income families: suggesting that deadline can be extended "from 24 months to 3 years (because) there are residents who work at a temporary agency and can lose their jobs"	The requested change is not permitted in accordance with the regulation.
	Regarding "young families that are able to work", (there should be) something for them to work toward and find independence"	RHA currently operates a ROSS program, where residents may be assisted through case management and goals for economic self-sufficiency, including help with budgeting, employment, education, GED, ESL.
Kennedy Resident Council	Regarding "cameras": (suggesting) more cameras and door cameras	Because of budget priorities, RHA has not added any additional cameras to the current complement using funds from operations or capital improvements. We did, however, pursue a grant for which we were selected to upgrade cameras for improved night vision. RHA will consider doorbell cameras as another option for future funding opportunities.
	Regarding "security guards"	The RHA budget would not support the addition of five security guards, which is what would be necessary to provide this service to all highrises. In 2024, we will be exploring options to expand additional safety services.
	Regarding "lighting"	Requests for lighting and other property/capital improvements should be resubmitted during the Capital Fund Action Plan public comment period and/or Resident Advisory Board process.
Oakbrook Resident Council	Suggesting a "resident crisis fund"	RHA currently addresses crisis needs through the agency's Service Coordinators, who successfully seek goods, services and funds from local agencies
	Suggesting a "youth initiative fund"	RHA has a plan for a Youth Services Coordinator position, who among other things, would be responsible for pursuing grant opportunities and programming for youth residents of Glenside and Oakbrook Homes. It is hoped that budgets will permit the filling of this position in 2024/2025.
	Suggesting "activity programs, education, resources" for youth ages 6-18	RHA has a plan for a Youth Services Coordinator position, who among other things, would be responsible for pursuing grant opportunities and programming for youth residents of Glenside and Oakbrook Homes. It is hoped that budgets will permit

		the filling of this position in 2024/2025. In addition, the Oakbrook Center for Community Services will be operational in 2024, which will provide a physical location to deliver services in Oakbrook Homes.
	Suggesting a “resident community safety patrol”	In 2024, we will be exploring options to expand additional safety services. RHA will add this task to the complement of planned-for services.
	Suggesting a plan to address “stop sign issues”	In 2024, we will be exploring options to expand additional safety services. RHA will add an environmental analysis of street/traffic safety to the complement of planned-for services.
	Requesting “lower maintenance fees and labor fees paid by residents”	In accordance with the Resident Handbook, charges are only applied “when there is evidence of damage or negligence that has been caused, either intentionally or unintentionally, by the resident. The handbook also states that “labor charges are based upon an hourly rate that is established to cover agency personnel costs” and that “material charges are applied only when an item needs to be replaced that is either lost or damaged through an intentional or unintentional act of the resident”. There are no charges or fees applied for normal wear and tear, or when an item needs to be replaced because it has exceeded its usable lifespan. Based upon budget constraints, RHA is not able to afford to cover costs for damages that are resident-caused.
	Suggesting “mental health awareness” programs	RHA presently provides individual assessments, referrals and supportive counseling for residents addressing mental health issues. The Oakbrook Center for Community Services will open in 2024, and RHA will coordinate programs to deliver group education at that time.
	Suggesting “physical health awareness” programs	RHA presently provides individual assessments and referrals for residents addressing physical health issues. In addition, Service Coordinators work closely with Berks Community Health Center, located on the edge of the Oakbrook campus to provide many health-related screenings and educational opportunities. Programming will be expanded with the Oakbrook Center for Community Services, which will open in 2024.
	Suggesting “community activities”	In coordination with Oakbrook Resident Council and other community agencies, RHA currently offers a range of community activities. This will become increasingly possible with the opening of the Oakbrook Center for Community Services in 2024.



**U.S. Department of Housing and Urban Development
Philadelphia Office
The Strawbridge's Building
801 Market Street
Philadelphia, Pennsylvania 19107**

January 4, 2024

Ms. Stacey Keppen
Executive Director
Reading Housing Authority
400 Hancock Boulevard
Reading, PA 19611

Dear Ms. Keppen:

In accordance with Section 511 of the 1998 Public Housing Reform Act and the implementation of regulations at 24 CFR Part 903, this office has reviewed your Public Housing Agency (PHA) Plan submission. This is to confirm that the Authority's Annual Plan for its fiscal year beginning April 1, 2024, is approved.

Please note that your next Annual Plan is due 75 days before the beginning of your next fiscal year. Also please include the following completed documents as part of your submission:

- Form HUD-50075-ST, HUD-50075-HP, HUD-50075-SM, or HUD-50075-HCV.
- Form HUD-50077-CRT-SM, *Certifications of Compliance with the PHA Plans and Related Regulations (Small PHAs)* or HUD-50077-ST-HCV-HP *Certifications of Compliance with the PHA Plans and Related Regulations (Standard, Troubled, HCV only, and High Performer PHAs)*
- Form HUD 50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*,
- Resident Advisory Board (RAB) comments.
- Challenged Elements. Include any element(s) of the PHA Plan that is challenged.

Your next Five-Year Plan is due with your Annual Plan submission for fiscal year 2025. You must submit the Five-Year Plan Form HUD-50075-5Y as well as all of the documents listed above, including the appropriate Annual Plan Form HUD-50075-ST, HUD-50075-HP, HUD-50075-SM, HUD-50075 MTW or HUD-50075-HCV.

The approval of the Plan does not constitute an endorsement of the strategies and policies outlined in the Plan. In providing assistance to families under the programs covered by this Plan, the Authority will comply with the rules, standards and policies established in its approved Plan, as provided in 24 CFR Part 903 and other applicable regulations. The Authority's approved Plan and all required attachments and documents must be made available for review and inspection at its principal office during normal business hours.

If you have any questions regarding our review of the Public Housing Agency Plan or the information in this letter, please contact Marion F. Staley, Portfolio Management Specialist, at (215)861-7229 or via the Internet at Marion.F.Staley@hud.gov. Our text telephone number for the hearing impaired is (800)877-8339.

Sincerely,

A handwritten signature in black ink, appearing to read "Judith Axler", with a stylized flourish at the end.

Judith Axler
Division Director
Office of Public Housing